



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

## AGENDA OF THE SUPPLEMENTAL TAX OVERSIGHT COMMITTEE

Wednesday, October 10, 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
3. **Approve Minutes of the STOC Special Meeting held on August 13, 2018**  
Dick McKinley, Public Works Director
  - For the Committee to approve minutes

### DISCUSSION ITEMS

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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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

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**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's not soon enough, why can 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 somewhat 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.

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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# CITY OF EL PASO DE ROBLES

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**SUPPLEMENTAL TAX OVERSIGHT COMMITTEE MINUTES**  
**Wednesday, August 13, 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 – 6:30 PM**

**ROLL CALL** Chairman Stephen King, Vice-Chair Sasha Irving, Katherine Barnett, Bill Pluma, Nick Gilman, Jake Hudson, Matt McClish

**Absent:** Sasha Irving, Katherine Barnett, Jake Hudson

**PUBLIC COMMENTS:** None

## **DISCUSSION ITEMS**

1. **Discuss ½ Percent Sales Tax that City Council recently approved for the placement on the following ballot measures on November 6, 2018, including potential addition roles for the Supplemental Tax Oversight Committee – (see attached language for the two measures).**

Nick Gilman- is this a special tax? Tom- No, it's a general tax. Bill- is fire involved in this ½ cent tax? Tom- Council decided to limit it to streets, sidewalks, etc. Bill- is a half cent enough? Tom- no, we would need 25 million/yr to bring the PCI to where it needs to be, and discussed what the numbers would be for half cent versus one cent increase. Bill- the public should be aware of what those numbers are. Bill- why isn't there money to put in the streets budget? Tom- We do allocate money to streets from the general fund. Matt- is 10 million going to be enough? Dick- it will give us enough to tread water and not slip backwards.

2. **Review draft 6-Year Plan for the proposed new ½ Percent Sales Tax and propose amendments as needed, then forward a recommended Plan to the City Council for consideration**

Stephen- Any thoughts of the remaining streets/projects on the original 12yr plan to either accelerate those or run them concurrent with the new 6 year plan? Dick- in the original 12yr measure only the first 5yrs was thought out, mainly arterial and then the additional 7yr included more residential. Fixing sidewalks & neighborhood slurry seal were programmatic items. We could accelerate some of the original items from the 12yr plan. Could include this as a recommendation to Council. Nick- Union Road & Airport undercrossing/overcrossing, is that still on the schedule? Dick- Not from STOC Funding but maybe DIF fees or possibly a Grant for growth related projects. Stephen- is the \$150,000 for sidewalk repairs only for those streets being fixed, or can it be used anywhere at any time? Dick- can be used anywhere. Nick- Creston between Niblick and Charolais is there going to be a redesign? Dick- will need to do it at some point but there will be some pavement repair in the meantime. Nick- Some complaints that the streets are too wide on west side, especially the streets with no sidewalks, is there a way to shrink them? Dick- we are trying to find a proper balance to make them work. Stephen- I would just like to say that we appreciate all the work put in by the City to come up with this strategy. Stephen- are there any public comments for items 1 & 2? Steve Gregory- Why is Tower Road on here? Dick- It's Jardine up to Tower that is recommended on the 6yr plan, not Tower. Stephen- motion to recommend to Council on the 6yr plan as presented. Nick- motion. Matt- second motion. No discussion. Recommended 4-0.

3. **Discuss methods of better communicating Supplemental Tax Oversight Committee decisions to the general public**

Dick- I would like to thank the committee on their work and time regarding the Supplemental Tax Oversight Committee and we the City have not let the community know how well they've accomplished their goals. Is there a way that the committee recommends about letting the community know about these accomplishments and engaging them more? Press release, thoughts? Stephen- I've given a few brief reports to Council a few times, a letter to Council. Maybe more frequent Council updates. Nick- the Chairman should go on KPRL every week and give updates. Stephen- advertise the STOC meetings,

strongly encourage attendance maybe via the website, news release or at Council meetings. A visual of what's been accomplished is encouraging. Nick- maybe send the maps to the news about the last several year's worth of accomplishments. Matt- Councilman Gregory, how do you find that constituents contact you? Councilman Gregory- mostly socially, some letters and calls but we need to do a better job of communicating. Matt- what about road signs stating, fixed by? Dick- we do that now with STOC funded projects and some SB1 projects. Matt- possibly Facebook, with pictures. Ditas- what about larger boards with maps of the STOC funded roads? Councilman Gregory- I do advise my constituents that of \$100 spent, it costs you about .50 cents, it helps people understand.

**COMMUNICATIONS/REPORTS: None**

**UNSCHEDULED MATTERS: None**

**ADJOURNMENT AT 6:34 PM TO:**

- Supplemental Tax Oversight Committee Meeting – Wednesday, October 10, 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:** October 10, 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. Work is progressing. Staff submitted the APT Grant back on July 31, 2018, and will know in December if the City received the grant. In the meantime, final design is progressing.

### 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 work is progressing, and potentially scheduled for Summer 2019.

### Sherwood – Creston to Fontana

Road should be fully paved by the next STOC meeting in October, and waiting for traffic signal at Commerce, striping, signs, and landscape.

### 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 construction award will be at the October 2<sup>nd</sup> City Council Meeting. Improvements at Park, and road resurfacing is phase 2.

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

Dirt road behind Georgia Brown School is now paved.

### West Side Slurry

All work completed, including 12<sup>th</sup> Street – Fresno to Merry Hill.

### 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)

Work is completed.

**Annual Slurry Seal**

City Council awarded the contract to perform this and is complete. 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

	<u>TOTAL REVENUE</u>	<u>TOTAL EXPENSES</u>	<u>CASH BALANCE</u>
<b>FY 2012-13</b>	\$ 578,836	\$ (140,163)	\$ 438,673
<b>FY 2013-14</b>	4,745,212	(1,674,486)	3,509,398
<b>FY 2014-15</b>	4,642,540	(3,208,501)	4,943,438
<b>FY 2015-16</b>	5,633,859	(5,235,131)	5,342,167
<b>FY 2016-17</b>	5,515,787	(5,494,084)	5,363,870
<b>FY 2017-18</b>			
JULY	532,678	-	5,896,548
AUGUST	325,700	(548,784)	5,673,464
SEPTEMBER	434,300	(425,720)	5,682,044
OCTOBER	484,288	(134,785)	6,031,547
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	289,500	(65,111)	7,370,516
MARCH	564,631	(47,549)	7,887,598
APRIL	423,154	(94,164)	8,216,588
MAY	430,464	(429,647)	8,217,405
JUNE	513,203	(1,804,444)	6,926,164
<b>TOTAL FY 2017-18</b>	<u>5,335,413</u>	<u>(3,773,119)</u>	<u>6,926,164</u>
JULY	437,698	-	7,363,862
AUGUST	-	(750,234)	6,613,628
SEPTEMBER	-	(448,072)	6,165,556
OCTOBER			6,165,556
NOVEMBER			6,165,556
DECEMBER			6,165,556
JANUARY			6,165,556
FEBRUARY			6,165,556
MARCH			6,165,556
APRIL			6,165,556
MAY			6,165,556
JUNE			6,165,556
<b>FY 2018-19</b>	437,698	(1,198,306)	6,165,556
TOTAL REVENUE-TO-DATE	<u>\$ 26,889,346</u>		
TOTAL EXPENSES-TO-DATE		<u>\$ (20,723,790)</u>	
TOTAL COMMITTED-TO-DATE			<u>(9,959,998)</u>
AVAILABLE FUND BALANCE			<u>\$ (3,033,834)</u>

# City of Paso Robles

## Supplemental Sales Tax

### Revenue & Expense Since June 2013

	<u>ACTUAL</u>	<u>PROJECT BUDGET REMAINING</u>	<u>COMMENTS</u>
<b><u>REVENUES-TO-DATE</u></b>			
Sales Tax	\$ 24,182,617		
Grant Revenue	2,339,372		
Interest	96,870		
Miscellaneous	348		
Transfers In	270,139		
Total	<u>\$ 26,889,346</u>		
<b><u>EXPENSES-TO-DATE</u></b>			
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	2,791,734	826,066	
C0054 - Union Rd/Kleck/Montebello	285,000	-	
C0055 - Scott St Creston/Airport	1,719,237	-	
C0056 - Creston/Golden Hill/Oak Meadows	370,425	111,035	
C0057 - Union Rd/Golden Hill/Hwy 46	999,147	-	
C0058 - Spring St/1st to 15th	4,055,542	699,089	
C0059 - Creston Rd/S. River to Rolling Hills	1,324,634	770,366	
C0060 - Sherwood/Creston/Linne	1,199,681	1,150,318	
C0061 - Spring St/24th to 36th	11,176	3,088,825	
C0062 - Vine St/1st to 36th	322,141	403,694	
C0084 - 24th St Bridge Rehabilitation	315,628	407,082	
C0085 - Annual Slurry Seal/Chip Seal	1,453,313	440,582	
C0106 - East Side Light Rehabilitation	1,080,749	116,802	
C0110- Dry Creek Road Improvements	117,814	363,846	
C0119-Union Road along BSP	17,708	1,582,292	
X0008 - 13th St Bridge Improvement	300,000	-	
Total	<u>\$ 20,723,790</u>	<u>\$ 9,959,998</u>	