

Measure J Commission Policy Roadmap / Calendar for the Year

REVISED for April 23, 2018

POLICY REVIEW

- 1) Annual financial recommendations will be for 100%, or as close thereto, from available Measure J Funds after debt service.
- 2) The City's General Fund will be used to provide a 1 million dollar contingency for those projects approved in the annual June budget meeting
- 3) The annual budget will contain a category titled "Community Projects", which will be an allocation of 1 million dollars.
- 4) All Capital Project recommendations other than the Community Projects category will be chosen from the Capital Projects list provided to the Measure J Commission by City Staff.
- 5) Measure J will allocate annually 3 million dollar to roads
- 6) All Commission recommendations for Capital Projects and for the Community Projects theme will be presented to City Council in a joint meeting to be held at the Council meeting in May.

CALENDAR

(The Commission meets every third Thursday of the month at 4:00 p.m. in the Large Conference Room at City Hall).

~~September 21, 2017~~

~~Welcome new Commissioner Jim Gazan. **Capital Project TRUE UP** presentation by City staff on all ongoing projects. Financial discussion on implications of potential underage or overages. Report will be provided PRIOR to the September meeting. **Policy Review. Calendar review. Review Community Project proposals.** General discussion.~~

~~October 19, 2017~~

~~**Report from Amy Blaisdell and Denise Goolsby on the communications strategy for Measure J (possible video); Staff report on potential upside in Measure J funds of \$3.3M from the September "True Up."** Discuss potential **new ADHOC/Sub Committee(s).**~~

~~November 16, 2017~~

~~Start reviewing list of Capital Projects not funded in FY 2017-2018. Will be provided by city staff.~~

~~December 21, 2017 (**Commission Dark**)~~

~~January 18, 2018~~

~~Staff presentation on **Measure J Audit** of FY 2016-2017 Financials and continue review of **unfunded capital projects.**~~

~~February 15, 2018~~

~~Review Project Justification for previous list of **unfunded Capital Projects** and discuss **new potential Capital Projects** including, but not limited to, the Four Seasons Community Association request.~~

~~March 15, 2018~~

~~Staff presentation of FINALIZED recommended **Capital Projects** for FY 2018-2019. Discussion and analysis.~~

*****RESCHEDULED***** April 23, 2018

Vote on / finalize list of Recommended **Capital Projects** for FY 2017-2018

May 2, 2018

Capital Budget Discussion with City Council presenting Measure J Top Five Capital Projects for FY 2019-2020 or as recommended.

June 21, 2018

Review final City Council budget decisions / M-J Adopted Budget 2018/19. Elect new officers

July/August, 2018 (**Commission Dark**)

MEASURE J COMMISSION
CITY OF PALM SPRINGS, CALIFORNIA
www.palmspringsca.gov



MEETING MINUTES
THURSDAY, MARCH 15, 2018, 4:00 p.m.
CITY HALL LARGE CONFERENCE ROOM

CALL TO ORDER: Chair Johnson called the March 15, 2018 Regular Meeting of the Measure J Commission of the City of Palm Springs to order at 4:01 p.m.

ROLL CALL:

PRESENT: Commissioners Bixon, Craig, Gazan, Gray, Marshall, Williams, Vice-Chair Hammond and Chair Johnson.

ABSENT: Commissioner Vogel.

ALSO PRESENT: Commission Secretary Muniz, Finance Director Kiehl, and Assistant City Manager Fuller.

PLEDGE OF ALLEGIANCE: Vice-Chair Hammond led the Pledge.

ACCEPTANCE OF THE AGENDA: Approve the Agenda as presented. **Motion by Commissioner Craig, seconded by Vice-Chair Hammond and unanimously carried noting the absence of Commissioner Vogel.**

APPROVAL OF MINUTES: Approve the February 15, 2018 Minutes as presented. **Motion by Commissioner Gazan, seconded by Vice-Chair Hammond and unanimously carried noting the absence of Commissioner Vogel.**

PUBLIC COMMENT: None.

1. WELCOME AND COMMENTS FROM MEASURE J CHAIR:

Vice-Chair Hammond shared a video with the Commission, proposing as an idea of how the Commission, the City can dress up our downtown sidewalks look more like art.

At this time, Commissioner Marshall arrived at 4:06 p.m.

Commissioner Bixon provided a verbal report on the Communications Sub-Committee meeting.

2. CITY MANAGER'S REPORT:

City Manager David Ready was not in attendance.
No action taken.

3. FINANCE DIRECTOR'S REPORT:

Finance Director Kiehl provided a verbal report.
No action taken.

4. MEASURE J PROJECTS UPDATE REPORT:

Engineering Director Garcia provided a verbal report.
No action taken.

5. OLD BUSINESS:

5.A. BUZZ UPDATE:

Chair Johnson provided a verbal report.
No action taken.

5.B. REPORT FROM STAFF: CONTINUE REPORT ON UNFUNDED CAPITAL PROJECTS AND DISCUSS COMMISSIONER'S TOP FIVE UNFUNDED CAPITAL PROJECTS:

ACTION: Submit the Top Five Unfunded Capital Projects list as presented to the City Council for consideration at the City Council meeting scheduled on April 4, 2018. **Unanimously carried 8-0 noting the absence of Commissioner Vogel.**

PUBLIC COMMENT: None.

STAFF MEMBER COMMENTS: Finance Director Kiehl reminded the Commissioners to turn in their Form 700 to the City Clerk's Office.

COMMISSION MEMBER ITEMS, COMMENTS AND REQUESTS: None.

ADJOURNMENT: The Regular Meeting of the Measure J Commission of the City of Palm Springs adjourned at 5:29 p.m. to Monday, April 23, 2018, at 4:00 p.m., Palm Springs City Hall, Large Conference Center, 3200 E. Tahquitz Canyon Way. **Motion by Commissioner Marshall, seconded by Commissioner Bixon and unanimously carried noting the absence of Commissioner Vogel.**

APPROVED BY A MOTION OF THE MEASURE J COMMISSION THIS 23RD DAY OF APRIL, 2018.

Ariana Muñiz
Commission Secretary

Multi-Year Summary of Available Measure J Funds

City of Palm Springs

| | <u>2017-2018</u> | <u>2018-2019</u> | <u>2019-2020</u> | <u>2020-2021</u> | <u>2021-2022</u> |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| Beginning Balance | \$793,199 | | | | |
| Projected Revenue * | \$13,800,000 | \$14,200,000 +3% | \$14,600,000 +3% | \$15,000,000 +3% | \$15,500,000 +3% |
| Total Available Funds | \$14,593,199 | \$14,200,000 | \$14,600,000 | \$15,000,000 | \$15,500,000 |
| <i>Existing Budget Obligations:</i> | | | | | |
| Multi-Year Projects: | | | | | |
| Street Repairs | \$3,000,000 | \$3,000,000 | \$3,000,000 | \$3,000,000 | \$3,000,000 |
| Trash Service - Trails | 7,200 | 0 | 0 | 0 | 0 |
| "Buzz" Program | 847,962 | 0 | 0 | 0 | 0 |
| Downtown Park | 1,000,000 | 1,000,000 | 1,000,000 | 0 | 0 |
| Uptown Parking Structure (Andaz agreement) | 0 | 2,000,000 | 0 | 0 | 0 |
| Police Department Remodel | 1,750,000 | 0 | 0 | 0 | 0 |
| Community Projects | 1,202,125 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Airport Reserve on Aviation Fuel Sales per FAA ** | 150,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| Total Multi-Year Projects | \$7,957,287 | \$7,200,000 | \$5,200,000 | \$4,200,000 | \$4,200,000 |
| Adjustments to Prior-Year Projects | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other Approved Projects and Expenses: | | | | | |
| Debt Service | \$3,200,000 | \$3,200,000 | \$3,200,000 | \$3,200,000 | \$3,200,000 |
| Downtown Prop Maint & Other Expenses | 500,000 | 525,000 | 550,000 | 575,000 | 600,000 |
| Fire Station #4 Remodel | 2,300,000 | | | | |
| Bollards - Phase 1 (La Plaza) | 300,000 | | | | |
| North Palm Canyon Crosswalks | 200,000 | | | | |
| Total Existing Budget Obligations | \$14,457,287 | \$10,925,000 | \$8,950,000 | \$7,975,000 | \$8,000,000 |
| Net New Funds Available for Budgeting | \$135,912 | \$3,275,000 | \$5,650,000 | \$7,025,000 | \$7,500,000 |

* Note: The Director of Finance is assuming a 3% annual growth in revenues in 2018-2019 thru 2021-2022.

** Note: Effective December 8, 2017, per a Federal Aviation Administration ruling, the City is required to set aside Measure J sales taxes collected on aviation fuel sales for airport project expenses.

YTD Revenue Comparison:

| | |
|-------------------------------|-------------|
| 2017-2018 YTD thru April 19th | \$8,543,051 |
| 2016-2017 YTD thru April 19th | \$7,723,340 |

2018-2019 CAPITAL IMPROVEMENT PROJECTS

Staff Funding Recommendations

| Priority | Capital Improvement Project | Project Description | Total Cost | M-J TOP 5 |
|--------------|--|--|-------------------|-----------|
| 1 | Bollards - Phase 2 (Andreas/Tahquitz/Baristo/Arenas) | Temporary plastic water-filled k-rails are being deployed every Thursday night to aid in separating vehicles and pedestrians during each Village Fest event. This project will replace the temporary barrier solution with permanent retractable security bollards to provide physical separation between vehicles and pedestrians and to protect public health and safety of all who attend Village Fest events. Phase 2 expands the locations of new security bollard installations. | 900,000 | #2 |
| 2 | Police Department 1) Evidence Booking Management System 80,000 2) Computer Servers & Storage 150,000 3) CAD/RMS System Used by Police & Fire (Cyrus) 2,000,000 | | 2,230,000 | |
| 3 | IT: City Wireless Network System | Replacement of the wireless network infrastructure and several cameras are needed. Additionally, the server must be upgraded to support the modern stream types as the newer cameras are not backwards compatible. | 150,000 | |
| 4 | Life Safety Upgrades - All City Facilities Phase 1 - Design 100,000 Phase 2 - Construction 300,000 | In order for us to comply with local and state life safety codes, we need to install and/or add fire alarm panels, smoke detectors, pull stations, emergency exit lighting, strobes and audible notification devices in the PS Library, Demuth Community Center, the Pavilion, Leisure Center, Corporate Yard and Fleet Operations. The Design phase would be approximately \$100,000.00 and the construction phase would be approximately \$300,000.00 | 400,000 | |
| 5 | Upgrade Fire Sprinkler System - All City Facilities | The Fire Sprinkler systems in the PS Public Library, Leisure Center, Pavilion, Demuth Community Center, Corporate Yard and Fleet Operations facilities need to be upgraded to comply with current life safety standards. | 1,500,000 | |
| 6 | Keyless Entry Keyless Entry - Phase 1 475,000 (City Hall, Police Dept, Yard/Fleet) Keyless Entry - Phase 2 Animal Shelter and All Fire Stations (1,2,3,4 &5) 475,000 | The City's existing access control system (card reader) at the locations indicated above is more than 10 years old that comprise of a proprietary system hardware with limited capability for future expansion. This project will replace the access control system with a new non-proprietary system hardware expandable to other city facilities including the integration of intrusion detection and video surveillance. Phase 1 replaces the existing access control system. These city facilities mentioned above do not have an existing access control system (card reader). This project will install a new non-proprietary access control system providing a single access control system used for all city facilities. Fire Station 4 is excluded from this project for the reason that the access control system will be installed as part of the remodel and expansion capital project improvements. Phase 2 installs new access control system. | 950,000 | #4 |
| 7 | Fire: Security Gates / Fencing Stations #1 & #3 | | 100,000 | |
| 8 | Emergency Generators City Facilities (Pavilion, Leisure Center, Library, Demuth Community) | We are requesting funding to install back up emergency generators for the Animal Shelter, the Leisure Center, the Pavilion and the PS Public Library. | 1,500,000 | #3 |
| 9 | Demuth ADA Access - Phase 2 | An accessibility survey was prepared for Demuth Park which identified basic accessibility deficiencies and adjustments needed to bring restrooms and buildings into compliance. This project will address accessibility deficiencies at restrooms, concession buildings, drinking fountains, outdoor bleachers, playground, and tables and benches at Demuth Park. Phase 2 will design and construct ADA access improvements. | 1,250,000 | |
| 10 | Park Restrooms Renovations/Repairs Phase 1 - Design 100,000 Phase 2 - Construction 300,000 (Demuth, Victoria, Sunrise and Ruth Hardy) | This would upgrade the plumbing and electrical facilities inside the City owned park restroom facilities. We would also expand ventilation and add natural lighting to the facilities where applicable. The Design phase would be approximately \$100,000.00 and the construction phase would be approximately \$300,000.00 | 400,000 | #1 |
| 11 | Fire Station #1 Remodel | Rehabilitation and expansion of Fire Station | 8,000,000 | |
| 12 | IT: City Phone System | The current phone system is more than 30 years old and parts are no longer manufactured. The project will replace the existing legacy product with a modern, and full featured, Voice over IP phone system. This will further allow the City to integrate modern programs and features. | 250,000 | |
| 13 | Fire: New EOC / SSC Building Remodel | SSC Building remodel for use as City Emergency Operations Center (EOC) | 400,000 | |
| 14 | Citywide Water Treatment Program (Public Health & Mechanical) | Install automation monitoring and control devices in all cooling towers on city properties for the health and safety of the water systems. We need a comprehensive water treatment program to monitor levels of water quality and remove any potential water borne agents or chemicals that can negatively impact health or mechanical equipment. | 600,000 | |
| 15 | Cogeneration Plant Coils | | 120,000 | |
| 16 | Chiller Replacement - City Yard | The chiller at the City Corporate Yard is over 25 years old and is no longer able to repaired or maintained appropriately. Parts and technical support are no longer available. This chiller provides HVAC for 2 city departments, 6 divisions and a conference center. | 80,000 | |
| 17 | Caltrans 6-inch Wide Striping Standard Phase 1 - Design and Bid 50,000 Phase 2 - Construction 750,000 Phase 3 - Maintenance - Equipment Purchase 250,000 | Prepare the construction drawings for new 6-inch striping. Awarded contractor to install new 6-inch striping standards. Purchase necessary vehicles/equipment to maintain 6-inch striping standards. | 1,050,000 | #5 |
| TOTAL | | | 19,880,000 | |

2018 - 2019 Fiscal Year - Capital Improvement Projects
 Measure J Commission - Prioritized Capital Improvement Projects

| Priority | Capital Improvement Projects | Total Project Cost |
|----------|--|--------------------|
| 1 | Parks Restrooms Renovations / Repairs (Phase 1 and 2) Demuth, Victoria, Sunrise and Ruth Hardy | |
| | Phase 1 - Design | 100,000 |
| | Phase 2 - Construction | 300,000 |
| | | 400,000 |
| 2 | Bollards - Phase 2 (Andreas/Tahquitz/Baristo/Arenas) | 900,000 |
| | | 900,000 |
| 3 | Emergency Generators City Facilities (Leisure / Pavilion / Library / Demuth CC) | 1,500,000 |
| 4 | Keyless Entry | |
| | Keyless Entry - Phase 1 (City Hall, Police Department, City Yard/Fleet) | 475,000 |
| | Keyless Entry - Phase 2 (Fire Stations 1, 2, 3, 5 and Animal Shelter) | 475,000 |
| | | 950,000 |
| 5 | Caltrans 6-inch Wide Striping Standard (Major & Secondary Arterials, Collectors) | |
| | Phase 1 - Design | 50,000 |
| | Phase 2 - Construction - | 750,000 |
| | Phase 3 - Maintenance - Truck with Mounted Paint Striper | 250,000 |
| | | 1,050,000 |
| | Total Capital Project | 4,800,000 |

Funds Available:

| | |
|--|------------------|
| Estimated Amount Available | 3,400,000 |
| Additional if Andaz does not receive its certificate of occupancy by 06/30/2019 | 2,000,000 |
| Estimated Total Available with Andaz Commitment moved to FY 2019/2020 | 5,400,000 |

MEASURE J COMMISSION TOP FIVE UNFUNDED CAPITAL PROJECTS RECOMMENDATION LIST

(CURRENT FUNDS AVAILABLE = \$3,200,000)

RECOMMENDATIONS

| | | |
|---|--|------------------|
| 1 | Park Restrooms Renovations / Repairs (Phase 1 and 2) | 400,000 |
| 2 | Bollards - Phase 2 | 900,000 |
| 3 | Emergency Generators | 1,500,000 |
| 4 | Keyless Entry (Phase 1 and 2) | 950,000 |
| 5 | Caltrans Wide Striping (Phase 1, 2, and 3) | 1,050,000 |
| | | 4,800,000 |

PROJECT DESCRIPTION

Park Restrooms Renovations / Repairs (Demuth, Victoria, Sunrise and Ruth Hardy)

(a) Phase 1 Design and (b) Phase 2 Construction -

Upgrade: plumbing, electrical, ventilation including natural light features at City owned park restroom facilities, as applicable. The Design phase would be approximately \$100,000.00 and the construction phase would be approximately \$300,000.00

Bollards

Phase 2 (Andreas/Tahquitz/Baristo/Arenas)

Temporary plastic water-filled k-rails are being deployed every Thursday night to aid in separating vehicles and pedestrians during each Village Fest event. This project will replace the temporary barrier solution with permanent retractable security bollards to provide physical separation between vehicles and pedestrians and to protect public health and safety of all who attend Village Fest events. Phase 2 expands the locations of new security bollard installations.

Emergency Generators City Facilities

Procure and install back up emergency generators for the Animal Shelter, the Leisure Center, the Pavilion and the PS Public Library.

Keyless Entry

(a) Phase 1 (City Hall, Police Department, City Yard/Fleet)

The City's existing access control system (card reader) at the locations indicated above is more than 10 years old that comprise of a proprietary system hardware with limited capability for future expansion. This project will replace the access control system with a new non-proprietary system hardware expandable to other city facilities including the integration of intrusion detection and video surveillance. Phase 1 replaces the existing access control system.

(b) Phase 2 (Fire Stations 1,2,3,5 and Animal Shelter)

These city facilities mentioned above do not have an existing access control system (card reader). This project will install a new non-proprietary access control system providing a single access control system used for all city facilities. Fire Station 4 is excluded from this project for the reason that the access control system will be installed as part of the remodel and expansion capital project improvements. Phase 2 installs new access control system.

Caltrans 6-inch Wide Striping Standard (Major and Secondary Arterials, Collectors)

The California Department of Transportation (Caltrans) is discontinuing the use of non-reflective raised pavement markers and increasing the width of all 4-inch wide longitudinal traffic lines to 6-inch wide lines which will benefit older drivers and increase visibility of lane line delineation. Local jurisdictions are encouraged to adopt Caltrans new striping standards.

(a) Phase 1 - Design

Prepare the construction drawings for new 6-inch striping.

(b) Phase 2 - Construction

Install new 6-inch striping standards.

(c) Phase 3 - Maintenance - Truck with Mounted Paint Striper

Purchase a vehicle to refresh 6-inch striping standards.