

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, APRIL 23, 2018, 4:00 p.m.
CITY HALL LARGE CONFERENCE ROOM

CALL TO ORDER: Chair Johnson called the April 23, 2018 Regular Meeting of the Measure J Commission of the City of Palm Springs to order at 4:00 p.m.

ROLL CALL:

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

ABSENT: Commissioners Bixon and Vogel

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

At this time, Commissioner Williams arrived at 4:01 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Williams led the Pledge.

ACCEPTANCE OF THE AGENDA: Approve the Agenda as amended, noting the date correction on Item 5.D. DISCUSS IF THE COMMISSION SHOULD KEEP OR CANCEL THE REGULAR MEASURE J COMMISSION MEETING SCHEDULED FOR MAY 17, 2018. **Motion by Commissioner Williams, seconded by Commissioner Marshall and unanimously carried noting the absence of Commissioner Bixon and Vogel.**

APPROVAL OF MINUTES: Approve the March 15, 2018 Minutes as amended, noting Vice-Chair Hammonds intent on video presented at the March 15, 2018 meeting, during Item 1, WELCOME AND COMMENTS FROM MEASURE J CHAIR, clarifying that the photos presented were a suggestion for Measure J medallion issues. **Motion by Vice-Chair Hammond, seconded by Commissioner Williams and unanimously carried noting the absence of Commissioner Bixon ad Vogel.**

PUBLIC COMMENT: None.

1. WELCOME AND COMMENTS FROM MEASURE J CHAIR:

Chair Johnson provided a verbal report.
No action taken.

2. FINANCE DIRECTOR'S / CITY MANAGER'S REPORT:

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

3. MEASURE J PROJECTS UPDATE REPORT:

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

4. OLD BUSINESS:

4.A. REVIEW COMMISSIONER'S TOP FIVE UNFUNDED CAPITAL PROJECTS AND DISCUSS PRESENTATION FOR THE CAPITAL BUDGET DISCUSSION WITH CITY COUNCIL:

ACTION: Based on information provided by Staff, update the Measure J Commission Top Five Unfunded Capital Projects Recommendation List and recommend to the City Council, as follows:

Priority	Description	Cost
1	Bollards – Phase 2	900,000
2	Police/Fire Department (CAD/RMS System)	2,000,000
3	Keyless Entry	950,000
4	Park Restrooms	400,000
5	Downtown Park	650,000
	TOTAL	4,900,000

Motion by Commissioner Williams, seconded by Commissioner Gray and unanimously carried noting the absence of Commissioner Bixon and Vogel.

At this time, City Manager Ready left at 5:11 p.m.

At this time, Assistant City Manager Fuller left at 5:13 p.m.

4.B. UPDATE FROM THE COMMUNICATIONS SUB-COMMITTEE: (COMMISSIONER BIXON, GRAY AND WILLIAMS):

Commissioner Bixon was not in attendance. No report provided.
No action taken.

4.C. STAFF: COMMUNICATE THE CRITERIA THEY USE TO DETERMINE WHAT PROJECTS THEY DEEM APPROPRIATE FOR FUNDING WITH MEASURE J SALES TAX DOLLARS:

No action taken.

5. NEW BUSINESS:

5.A. REPORT FROM THE DOWNTOWN PARK AD HOC COMMITTEE: (COMMISSIONER CRAIG AND GAZAN):

No action taken.

5.B. DISCUSSION ON WHETHER PALM SPRINGS "DRAINAGE" IS AN APPROPRIATE CAPITAL PROJECT FOR MEASURE J TO FUND:

No action taken.

5.C. DISCUSSION AROUND RECRUITING REPLACEMENTS FOR THE FOUR COMMISSIONERS THAT ARE TERMING OUT IN JUNE:

No action taken.

5.D. DISCUSS IF THE COMMISSION SHOULD KEEP OR CANCEL THE REGULAR MEASURE J COMMISSION MEETING SCHEDULED FOR MAY 17, 2018:

ACTION: Cancel the Measure J Regular Meeting scheduled for May 17, 2018. **Motion by Commissioner Williams, seconded by Commissioner Gazan and unanimously carried noting the absence of Commissioner Bixon and Vogel.**

PUBLIC COMMENT: None.

STAFF MEMBER COMMENTS: None.

COMMISSION MEMBER ITEMS, COMMENTS AND REQUESTS:

Vice-Chair Hammond mentioned that she scheduled a meeting with Sid Craig, Ellen Goodman and new Chair of Parks & Recreation Les Young to discuss possible projects. Also, shared that she would be giving a presentation at a National Conference in Birmingham on how city-wide neighborhoods collaborate with the City. Commissioner Craig commented on the ONE-PS picnic. Commissioner Gray commented on setting up a \$1,000 budget for the Commission.

ADJOURNMENT: The Regular Meeting of the Measure J Commission of the City of Palm Springs adjourned at 5:35 p.m. to Thursday, June 21, 2018, at 4:00 p.m., Palm Springs City Hall, Large Conference Center, 3200 E. Tahquitz Canyon Way. **Motion by Vice-Chair Hammond, seconded by Commissioner Williams and unanimously carried noting the absence of Commissioner Bixon and Vogel.**

APPROVED BY A MOTION OF THE MEASURE J COMMISSION THIS 21st DAY OF JUNE, 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 June 14th	\$11,521,067
2016-2017 YTD thru June 14th	\$9,974,240

Annual Sales Tax Revenue From Measure J
City of Palm Springs

	<u>Actual Revenue</u>
FY 2011-2012	\$1,950,533
FY 2012-2013	11,046,045
FY 2013-2014	12,623,919
FY 2014-2015	12,854,984
FY 2015-2016	12,461,899
FY 2016-2017	13,367,805
FY 2017-2018 YTD	11,521,067
Grand Total	<u>\$75,826,252</u>

Note: The Measure J 1% add-on sales tax began
on April 1, 2012 and runs for 25 years.