

MEASURE J COMMISSION
CITY OF PALM SPRINGS, CALIFORNIA
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MEETING MINUTES
WEDNESDAY, NOVEMBER 15, 2018, 4:00 p.m.
CITY HALL LARGE CONFERENCE ROOM

CALL TO ORDER: Chair Gazan called the November 15, 2018 Regular Meeting of the Measure J Commission of the City of Palm Springs to order at 4:20 p.m.

ROLL CALL:

Commissioner Craig and Marshall notified in advance of absence.

PRESENT: Commissioners Bixon, Gray, Hammond, Johnson, and Chair Gazan.
ABSENT: Commissioner Marshall, Williams, and Vice-Chair Craig
ALSO PRESENT: Commission Secretary Muniz, Interim Finance Director Pendleton, Assistant Engineer Montalvo and Assistant City Manager / City Engineer Fuller.

PLEDGE OF ALLEGIANCE: Commissioner Bixon led the Pledge.

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

APPROVAL OF MINUTES: Approve the October 31, 2018 as presented. **Motion by Commissioner Johnson, seconded by Commissioner Hammond and unanimously carried noting the absence of Commissioner Marshall, Williams and Vice-Chair Craig.**

PUBLIC COMMENT: None.

1. WELCOME AND COMMENTS FROM MEASURE J CHAIR:

No action taken.

2. CITY MANAGER'S REPORT:

City Manager Ready not in attendance.
No action taken.

3. INTERIM FINANCE DIRECTOR'S REPORT:

Interim Finance Director Pendleton provided a verbal report.
No action taken.

4. MEASURE J PROJECTS UPDATE REPORT:

Assistant City Engineer Joel Montalvo and Senior Civil Engineer Donn Uyeno provided a verbal report.
No action taken.

5. NEW BUSINESS:

5.A. DISCUSSION ON HOT SPOTS 1.0 AND 2.0: STAFF:
No action taken.

5.B. DISCUSSION: SCHEDULE OF THE DECEMBER MEETING:

ACTION: Move up the Regular Meeting scheduled for Thursday, December 20th to Thursday, December 6, 2018. **Motion by Commissioner Johnson, seconded by Chair Gazan and unanimously carried noting the absence of Commissioner Marshall, Williams and Vice-Chair Craig.**

6. NEW BUSINESS:

6.A. APPOINT TWO MEMBERS TO LIBRARY SUB-COMMITTEE:

ACTION: Appoint Commissioner Gray. **Motion by Chair Gazan, seconded by Commissioner Johnson and unanimously carried noting the absence of Commissioner Marshall, Williams and Vice-Chair Craig.**

ACTION: Appoint Commissioner Johnson. **Motion by Commissioner Hammond, seconded by Commissioner Gray and unanimously carried noting the absence of Commissioner Marshall, Williams and Vice-Chair Craig.**

PUBLIC COMMENT: None.

STAFF MEMBER COMMENTS: None.

COMMISSION MEMBER ITEMS, COMMENTS AND REQUESTS: Commissioner Gray commented on scheduling a meeting with the Library Sub-Committee. Commissioner Johnson emphasized on a meeting with the Library Sub-Committee.

ADJOURNMENT: The Regular Meeting of the Measure J Commission of the City of Palm Springs adjourned at 5:17 p.m. to Thursday, December 6, 2018, at 4:00 p.m., Palm Springs City Hall, Large Conference Center, 3200 E. Tahquitz Canyon Way. **Motion by Commissioner Hammond, seconded by Commissioner Johnson and unanimously carried noting the absence of Commissioner Marshall, Williams and Vice-Chair Craig.**

APPROVED BY A MOTION OF THE MEASURE J COMMISSION THIS 6TH DAY OF DECEMBER, 2018.

Ariana Muñiz
Commission Secretary

City of Palm Springs
Multi-Year Summary of Available Measure J Funds

	Projected				
	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>
Estimated Revenue *	14,200,000	14,600,000	15,000,000	15,500,000	16,000,000
Percentage Increase		3%	3%	3%	3%
Total Available Funds	<u>14,200,000</u>	<u>14,600,000</u>	<u>15,000,000</u>	<u>15,500,000</u>	<u>16,000,000</u>
<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
Downtown Park	1,650,000	1,000,000	-	-	-
Uptown Parking Structure (Andaz agreement)	2,000,000	-	-	-	-
Community Projects	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Airport Reserve on Aviation Fuel Sales per FAA **	200,000	200,000	200,000	200,000	200,000
Total Multi-Year Projects (Subtotal)	<u>7,850,000</u>	<u>5,200,000</u>	<u>4,200,000</u>	<u>4,200,000</u>	<u>4,200,000</u>
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	525,000	550,000	575,000	600,000	625,000
Cornelia White House Restoration	100,500				
Total Existing Budget Obligations	<u>11,675,500</u>	<u>8,950,000</u>	<u>7,975,000</u>	<u>8,000,000</u>	<u>8,025,000</u>
Unallocated New Funds Available for Budgeting	<u>\$ 2,524,500</u>	<u>\$ 5,650,000</u>	<u>\$ 7,025,000</u>	<u>\$ 7,500,000</u>	<u>\$ 7,975,000</u>
Unexpended Prior Year Community Project Funding Available to Reallocate	-	-	-	-	-

* Note: Revenue is assumed to grow by 3% from fiscal year 2019-2020 thru 2022-2023.

** 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 through November 30 (5 Months):

FY 2018-19	5,866,211	
FY 2017-18	<u>5,347,014</u>	
Increase in Revenue from Previous FY (Cash Basis)	<u>519,196</u>	9.7%

City of Palm Springs
Measure J Expenditures
Fiscal Year 2018/19
As of November 28, 2018

Account Title	Revised Budget	YTD Expense As of 11/28/18	Department Title	Remaining Balance	Budget Adjustment for Completed Projects	Adjusted Remaining Balance
MEAS J COMMUNICATION	9,789.97	0.00	MEAS J DWT MAINT/OTH EXP	9,789.97		9,789.97
MEAS J PROP MAINT/LANDSCA	1,208,807.77	51,884.29	MEAS J DWT MAINT/OTH EXP	1,156,923.48		1,156,923.48
MEAS J SPECIAL AUDIT	49,009.67	0.00	MEAS J DWT MAINT/OTH EXP	49,009.67		49,009.67
MEAS J DWT MAINT/OTH EXP	1,267,607.41	51,884.29	MEAS J DWT MAINT/OTH EXP To	1,215,723.12	0.00	1,215,723.12
STREETS - SLURRY SEAL	42,493.48	0.00	MEASURE J STREETS	42,493.48		42,493.48
STREETS-15 RECON/O/SEAL	148,779.28	141,246.26	MEASURE J STREETS	7,533.02		7,533.02
STREETS-18 PVMT REHAB	2,302.76	0.00	MEASURE J STREETS	2,302.76		2,302.76
STREETS-19 RECON/O/SEAL	3,000,000.00	993,164.39	MEASURE J STREETS	2,006,835.61		2,006,835.61
MEASURE J STREETS	3,193,575.52	1,134,410.65	MEASURE J STREETS Total	2,059,164.87	0.00	2,059,164.87
PALM CYN PED ENHANCEMENTS	66,502.28	26,829.56	COMM PROJ HOT SPOTS	39,672.72		39,672.72
INDIAN CYN PED ENHANCEMEN	44,004.61	2,669.08	COMM PROJ HOT SPOTS	41,335.53		41,335.53
EPC/SPC IMPROVEMENTS	76,081.60	11,795.20	COMM PROJ HOT SPOTS	64,286.40		64,286.40
COMMUNITY ENHANCEMENTS	2,774,405.29	6,373.59	COMM PROJ HOT SPOTS	2,768,031.70	(1,000,000.00)	1,768,031.70
COMMUNITY SIDEWALKS	388,744.11	0.00	COMM PROJ HOT SPOTS	388,744.11		388,744.11
COMM PROJ HOT SPOTS	3,349,737.89	47,667.43	COMM PROJ HOT SPOTS Total	3,302,070.46	(1,000,000.00)	2,302,070.46
UNSCHEDULED CAPITAL PROJ	2,967,699.37	0.00	MEASURE J CAPITAL PROJ	2,967,699.37	1,473,268.63	4,440,968.00
DESERT HIGHLAND LT POLES	3,740.25	0.00	MEASURE J CAPITAL PROJ	3,740.25	(3,740.25)	0.00
RUTH HARDY SECUR LIGHTING	269.81	0.00	MEASURE J CAPITAL PROJ	269.81	(269.81)	0.00
LTING REPLAC UNDRGRD ELEC	880,795.31	1,983.14	MEASURE J CAPITAL PROJ	878,812.17		878,812.17
DOWNTOWN PS REDEV EXP	2,654.28	0.00	MEASURE J CAPITAL PROJ	2,654.28		2,654.28
TRAILHEAD WASTE	7,200.00	0.00	MEASURE J CAPITAL PROJ	7,200.00		7,200.00
LIBRARY PLANNING	125,294.00	0.00	MEASURE J CAPITAL PROJ	125,294.00		125,294.00
ENTRY WAY SIGNS	2,756.18	0.00	MEASURE J CAPITAL PROJ	2,756.18	(2,756.18)	0.00
POLICE TRG CTR TECH UPGRA	174,691.90	6,125.85	MEASURE J CAPITAL PROJ	168,566.05		168,566.05
BLDG MICROFILM TO INTERNE	40,579.06	0.00	MEASURE J CAPITAL PROJ	40,579.06		40,579.06
POLICE RECORDS RED/RENO	2,266,513.50	21,735.00	MEASURE J CAPITAL PROJ	2,244,778.50		2,244,778.50
NMTP/BIKING ISSUES	516,654.60	172.00	MEASURE J CAPITAL PROJ	516,482.60		516,482.60
TAHQUITZ CREEK MASTER PLA	82,409.92	0.00	MEASURE J CAPITAL PROJ	82,409.92		82,409.92
KEYLESS ENTRY FIRE STATIO	15,561.09	4,540.71	MEASURE J CAPITAL PROJ	11,020.38		11,020.38
UPTOWN TREEWELL IRRIGATIO	31,769.59	871.44	MEASURE J CAPITAL PROJ	30,898.15		30,898.15
CITY HALL SECURITY DESIGN	63,382.32	0.00	MEASURE J CAPITAL PROJ	63,382.32		63,382.32
TAHQUITZ MEDIAN	8,019.90	0.00	MEASURE J CAPITAL PROJ	8,019.90	(8,019.90)	0.00
TROLLEY SHUTTLE	330,408.67	0.00	MEASURE J CAPITAL PROJ	330,408.67		330,408.67
PROJECT MANAGEMENT	50,000.00	0.00	MEASURE J CAPITAL PROJ	50,000.00		50,000.00
DOWNTOWN PROJECT	1,311,485.38	13,646.44	MEASURE J CAPITAL PROJ	1,297,838.94		1,297,838.94
I-HUB BLDG MODIFICATION	47,679.69	0.00	MEASURE J CAPITAL PROJ	47,679.69		47,679.69
CMAQ/CVAG - BIKE LANES	127,945.07	0.00	MEASURE J CAPITAL PROJ	127,945.07		127,945.07
FIRE EMER ALERT SYSTEM	98,052.58	74,550.73	MEASURE J CAPITAL PROJ	23,501.85		23,501.85
OIL/WATER SEPARATOR 443	48,078.08	0.00	MEASURE J CAPITAL PROJ	48,078.08	(48,078.08)	0.00
PUBLIC TRAILS CHINO CONE	5,000.00	0.00	MEASURE J CAPITAL PROJ	5,000.00	(5,000.00)	0.00
ALEJO BELARDO CHURCH LOT	400,000.00	0.00	MEASURE J CAPITAL PROJ	400,000.00		400,000.00
CC HVAC/LIGHT CONTROL SYS	29,067.51	0.00	MEASURE J CAPITAL PROJ	29,067.51	(29,067.51)	0.00
CC AIR WALL REHAB	75,000.00	0.00	MEASURE J CAPITAL PROJ	75,000.00	(75,000.00)	0.00
CC NEW WELCOME BANNER INF	83,220.00	0.00	MEASURE J CAPITAL PROJ	83,220.00	(83,220.00)	0.00
UPTOWN PK STRUC	2,000,000.00	0.00	MEASURE J CAPITAL PROJ	2,000,000.00		2,000,000.00
EVAL ALL CITY FACILITIES	178,075.24	0.00	MEASURE J CAPITAL PROJ	178,075.24		178,075.24
REROOF CH/LEISURE/DEMUTH	3,925.81	58.79	MEASURE J CAPITAL PROJ	3,867.02	(3,867.02)	0.00
SWIM CENTER RE-PLASTER	12,100.68	0.00	MEASURE J CAPITAL PROJ	12,100.68	(12,100.68)	0.00
HVAC CHILLER COOLING TOWE	206,752.55	0.00	MEASURE J CAPITAL PROJ	206,752.55		206,752.55
IT BUP SERV FWALL SECURIT	2,149.20	0.00	MEASURE J CAPITAL PROJ	2,149.20	(2,149.20)	0.00
PD TECH ENHANCEMENTS	76,257.58	8,086.42	MEASURE J CAPITAL PROJ	68,171.16		68,171.16
CORNELIA WHITE HOUSE REST	306,458.17	2,400.00	MEASURE J CAPITAL PROJ	304,058.17		304,058.17
LIBRARY INFRA PHASE 1	497,789.45	0.00	MEASURE J CAPITAL PROJ	497,789.45		497,789.45
DOWNTOWN PARK	2,983,261.55	136,583.20	MEASURE J CAPITAL PROJ	2,846,678.35		2,846,678.35
FIRE STATION #4	1,947,420.50	296,970.50	MEASURE J CAPITAL PROJ	1,650,450.00		1,650,450.00
BOLLARDS PH 1 LA PLAZA	255,358.76	121,370.88	MEASURE J CAPITAL PROJ	133,987.88		133,987.88
NPC CROSSWALK	200,000.00	0.00	MEASURE J CAPITAL PROJ	200,000.00	(200,000.00)	0.00
MEASURE J CAPITAL PROJ	18,465,477.55	689,095.10	MEASURE J CAPITAL PROJ Total	17,776,382.45	1,000,000.00	18,776,382.45
AIRP RES-FUEL FAA	350,000.00	0.00	MEAS J AIRPORT PROJ	350,000.00		350,000.00
MEAS J AIRPORT PROJ	350,000.00	0.00	MEAS J AIRPORT PROJ Total	350,000.00	0.00	350,000.00
TOTAL MEASURE J EXPENDITURES	26,626,398.37	1,923,057.47	Grand Total	24,703,340.90	0.00	24,703,340.90
Transfer for Debt Service Payment	3,200,000.00	0.00		3,200,000.00	0.00	3,200,000.00
TOTAL USES OF MEASURE J FUNDS	29,826,398.37	1,923,057.47		27,903,340.90	0.00	27,903,340.90

Measure J – Capital Improvement Projects 2018-2019

Description of Projects that Need Direction

ACCOUNT TITLE	BUDGET	STATUS
COMMUNITY ENHANCEMENTS	\$1,766,191	DIRECTION
<p>These funds are for the community hot spots projects. Based on recent bids, the revised engineer's estimate was more than the budget available. The project was submitted for Caltrans Active Transportation Program grant funds in July 2018. We are waiting to hear if we got funded and if we are successful we need to get direction on what to do with these funds.</p>		
COMMUNITY SIDEWALKS	\$388,538	DIRECTION
<p>These funds are for the community hot spots projects. Based on recent bids, the revised engineer's estimate was more than the budget available. The project was submitted for Caltrans Active Transportation Program grant funds in July 2018. We are waiting to hear if we got funded and if we are successful we need to get direction on what to do with these funds.</p>		
LIBRARY PLANNING	\$125,294	DIRECTION
<p>In 2013, \$150K was earmarked for planning renovations to the library. In 2014 an architect did a needs assessment for the library and this amount reflects the balance in the account. For the past 4 fiscal years nothing has been spent towards this effort. These funds can continue to remain in this line item and prioritized as a capital project or returned to the Measure J unallocated budget funds.</p>		
BLDG MICROFILM TO INTERN	\$40,579	DIRECTION
<p>In 2013, \$110K was allocated to convert old files in Building and Safety to microfilm. The department was able to complete the conversion using only \$69,420.94 and this is the remaining balance. Therefore these funds can continue to remain in this line item for future needs or returned to the Measure J unallocated budget funds.</p>		
NMTP/BIKING ISSUES	\$515,411	DIRECTION
<p>Non-Motorized Transportation Plan/Biking Issues. This is what is remaining in the account. These funds can continue to remain in this line item for future needs with regard to bike infrastructure or returned to the Measure J unallocated budget funds.</p>		
TAHQUITZ CREEK MASTER PL	\$82,409	DIRECTION
<p>These funds are earmarked for the various capital project for the trail adjacent to Tahquitz Creek as a part of the Master Plan developed in 2010. This is the remaining balance in the account. Therefore it can remain in this account for future trail amenities, such as way-finding signs, art elements, seating nodes, refurbishment of existing amenities, or returned to the Measure J unallocated budget funds.</p>		
ALEJO_BELARDO CHURCH LOT	\$400,000.00	DIRECTION
<p>In 2015, \$400K was earmarked to reconstruct the City owned parking lot at Alejo and Belardo. This was intended to pay for resurfacing, lighting, and to add more landscaped areas. For the past 3 fiscal years this project was not deemed a priority capital project. Direction is needed if we want to still do this project and start with the design or use the funds on other priorities. This is likely not enough money for construction.</p>		
UPTOWN PK STRUC	\$2,000,000.00	DIRECTION
<p>Measure J funds are being used to pay for the public parking being built in the structure for the Andaz hotel.</p>		
EVAL ALL CITY FACILITIES	\$115,202.69	DIRECTION
<p>In 2016, \$350K was allocated for a consultant to perform a comprehensive facilities condition assessment for all City buildings. The study cost \$228,719.10 and was completed in 2017. The remaining funds total \$115,202.69, therefore these funds can continue to remain in this line item for future studies or returned to the Measure J unallocated budget funds.</p>		
LIBRARY INFRA PHASE 1	\$497,789.45	DIRECTION
<p>In 2015, \$500K was allocated for renovating the parking lot, replacing furniture, replace the microfilm machine, maintenance for the library viridian, paint and repairs at the main library, and internet improvements.</p>		