



SPECIAL MEETING

CITY OF ATASCADERO CITIZENS' SALES TAX OVERSIGHT COMMITTEE¹

AGENDA

**Monday, January 7, 2019
4:00 P.M.**

**City Hall, Room 202
6500 Palma Avenue, Atascadero, California
(Enter on Palma Avenue)**

CALL TO ORDER:

ROLL CALL:

Vice-Chairperson Robert "Grigger" Jones, Atascadero Chamber of Commerce
Committee Member Jason Anderson, Atascadero Kiwanis
Committee Member Kathleen Aragon, Senior Citizens United
Committee Member Debbie Argano, Escuela Del Rio
Committee Member Scott Burgess, At-Large
Committee Member Don Giessinger, Atascadero Rotary Club
Committee Member Michael Shaw, At-Large
Committee Member Carol Simonin, Quota International
Vacant, The Link Family Center

APPROVAL OF AGENDA:

PRESENTATIONS: None.

PUBLIC COMMENT: (This portion of the meeting is reserved for persons wanting to address the Committee on any matter not on this agenda and over which the Committee has jurisdiction. Speakers are limited to three minutes. Please state your name for the record before making your presentation. The Committee may take action to direct staff to place a matter of business on a future agenda. A maximum of 30 minutes will be allowed for Public Comment, unless changed by the Committee.)

¹ Established for the oversight of the 2014 Sales Tax Measure

A. CONSENT CALENDAR:

1. **Citizens' Sales Tax Oversight Committee (CSTOC) Draft Action Minutes - August 9, 2018**
 - Recommendation: Committee approve the CSTOC Draft Action Minutes of the August 9, 2018 CSTOC meeting. [City Clerk]
2. **Citizens' Sales Tax Oversight Committee 2019-2020 Meeting Schedule**
 1. Fiscal Impact: None.
 2. Recommendation: Committee approve the 2019-2020 Citizens' Sales Tax Oversight Committee Meeting Schedule. [City Clerk]

B. INFORMATIONAL ITEMS: None.

C. BUSINESS ITEMS:

1. **Approval of Fiscal Year 2018 Annual Road Report**
 - Fiscal Impact: None.
 - Recommendation: Committee approve the Fiscal Year 2018 Annual Road Report. [Administrative Services]
2. **Fiscal Year 2018 Community Road Report**
 - Fiscal Impact: Distribution of the 2017 Community Road Report is estimated to cost approximately \$3,800 in budgeted General Funds.
 - Recommendation: Committee review and endorse the Fiscal Year 2018 Community Road Report. [Public Works]

D. COMMITTEE MEMBER COMMENTS:

E. ADJOURNMENT

In compliance with the Americans with Disabilities Act, **if you need special assistance to participate in a Citizens' Sales Tax Oversight Committee Meeting**, please contact the City Clerk's Office at (805) 470-3400. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting.



SPECIAL MEETING

CITY OF ATASCADERO CITIZENS' SALES TAX OVERSIGHT COMMITTEE

DRAFT MINUTES

**Thursday, August 9, 2018
4:00 P.M.**

**City Hall, Room 202
6500 Palma Avenue, Atascadero, California
(Enter on Palma Avenue)**

CALL TO ORDER:

Chairperson Hatch called the meeting to order at 4:03 p.m.

Committee Member Fraser arrived at 4:04 p.m.

Deputy City Clerk, Amanda Muther, administered the Oath of Office to new Citizens' Sales Tax Oversight Committee Members Argano, Fraser, Giessinger and Rogers.

ROLL CALL:

Present: Committee Members Argano, Burgess, Fraser, Giessinger, Rogers, Shaw, Simonin, Vice Chairperson Jones and Chairperson Hatch

Absent: None

Staff Present: Public Works Director Nick DeBar and Deputy City Clerk Amanda Muther

APPROVAL OF AGENDA:

**MOTION: By Vice Chairperson Jones and seconded by Committee Member Burgess to approve the agenda.
*Motion passed 9:0 by a roll-call vote.***

PRESENTATIONS: None

PUBLIC COMMENT: None.

A. CONSENT CALENDAR: None

1. Citizens' Sales Tax Oversight Committee (CSTOC) Draft Action Minutes - December 15, 2017

- Recommendation: Committee approve the CSTOC Draft Action Minutes of the December 15, 2017 CSTOC meeting. [City Clerk]

**MOTION: By Vice Chairperson Jones and seconded by Committee Member Burgess to approve the CSTOC Draft Action Minutes of the December 15, 2017 CSTOC meeting.
Motion passed: 9:0 by a voice vote.**

B. INFORMATIONAL ITEMS:

1. Review Committee Bylaws and Rules of Procedure

- Recommendation: Committee review Bylaws and Rules of Procedure for the Citizens' Sales Tax Oversight Committee. [City Clerk]

Deputy City Clerk Muther offered to provide a brief overview of the CSTOC Bylaws. Chairperson Hatch confirmed that there had not been any changes to the Bylaws. A presentation was not given as there were no Committee Member questions.

Vice Chairperson Jones spoke briefly about the requirement that CSTOC Committee Members be Atascadero residents. New Committee Member Rogers indicated her home address was marginally outside the City limits. Staff advised that they would reach out to the City's attorney regarding the matter, but it was anticipated that Senior Citizens United would need to appoint a new representative who lives within the City limits.

C. BUSINESS ITEMS:

1. Measure F-14 Program Overview and Project Updates

- Fiscal Impact: None.
- Recommendation: Receive and file Measure F-14 Program Overview and Project Updates. [Public Works]

Public Works Director DeBar distributed a handout (Exhibit A), gave the presentation and answered questions from the Committee.

Vice Chairperson Jones left at 4:52 p.m.

**MOTION: By Committee Member Rogers and seconded by Committee Member Argano to receive and file Measure F-14 Program Overview and Project Updates.
Motion passed: 8:0 by a voice vote. (Jones absent)**

2. Set Next Meeting

The next meeting was tentatively set for December 13, 2018 at 4:00 p.m.

The Committee expressed interest in having a set schedule for CSTOC meetings on the third Thursday of July and second Thursday of December. Staff advised a two year calendar would be prepared and submitted to the Committee for approval at the next meeting.

D. COMMITTEE MEMBER COMMENTS: None

E. ADJOURNMENT

Chairperson Hatch adjourned the meeting at 5:53 p.m.

MINUTES PREPARED BY:

Amanda Muther
Deputy City Clerk/Administrative Assistant

The following exhibit is available for review in the City Clerk's office:

- Exhibit A – Measure F-14 handout provided by Public Works Director DeBar.

APPROVED:



Atascadero City Council

Staff Report – City Manager's Office

Citizens' Sales Tax Oversight Committee 2019-2020 Meeting Schedule

RECOMMENDATION:

Committee approve the Citizens' Sales Tax Oversight Committee 2019-2020 Meeting Schedule.

DISCUSSION:

The Citizens' Sales Tax Oversight Committee (CSTOC), meets two times a year. Historically, the first CSOTC meeting of the year has been held in either the summer or early fall and the second meeting in the month of December. At the August 9, 2018 CSTOC meeting the Committee discussed setting a fixed schedule for the next two years to help ensure Committee Members would be able to plan for the fixed meeting dates.

FISCAL IMPACT:

None.

ATTACHMENT:

CSTOC 2019-2020 Meeting Schedule

City of Atascadero

Citizens' Sales Tax Oversight Committee

2019-2020 Meeting Schedule

MEETING DATE	TYPE OF MEETING
July 18, 2019	Regular
December 12, 2019	Regular
July 16, 2020	Regular
December 10, 2020	Regular

Meetings are held at 4:00 p.m.

***6500 Palma Avenue, Atascadero, CA 93422
(805) 470-3400***



Citizens' Sales Tax Oversight Committee

Staff Report – Administrative Services Department

Approval of Fiscal Year 2018 Annual Road Report

RECOMMENDATION:

Committee approve the Fiscal Year 2018 Annual Road Report.

DISCUSSION:

On July 8, 2014, the Atascadero City Council adopted Ordinance No. 581, imposing a transactions and use tax. This Ordinance became operative when the majority of Atascadero voters approved it in November 2014. Among other items, the Ordinance outlines annual reporting requirements related to the additional half cent sales tax.

Section 15 of the Ordinance requires the preparation of an Annual Road Report by the City to the Citizens' Oversight Committee for review. Section 15 of Ordinance No. 581 reads as follows:

Section 15. ANNUAL ROAD REPORT. An Annual Road Report shall be prepared by the City no later than the last day of the sixth month following the end of each City fiscal year. The Report shall be submitted to the Citizens' Oversight Committee for review. The Committee will submit their findings and conclusions to the City Council. The Report will also be made available to the public. The Annual Road Report shall detail the prior fiscal year's activities related to the retail transaction and use tax. The Report shall include revenues generated by the Transaction and Use Tax, expenditures (in summary form), funds carried over from previous fiscal years, and any remaining funds to be carried over for expenditure in subsequent fiscal years.

In accordance with the Ordinance, the fiscal year 2018 Annual Road Report is attached.

FISCAL IMPACT:

None.

ATTACHMENT:

Fiscal Year 2018 Annual Road Report

City of Atascadero

Citizens' Sales Tax Oversight Committee



Annual Road Report

Fiscal Year 2018



City of Atascadero

ELECTED OFFICIALS

Tom O'Malley, Mayor

Roberta Fonzi, Mayor Pro Tempore

Charles Bourbeau, Council Member

Heather Moreno, Council Member

Brian Sturtevant, Council Member

Gere W. Sibbach, City Treasurer

CITIZENS' SALES TAX OVERSIGHT COMMITTEE MEMBERS

Bill Hatch, Atascadero Kiwanis, *Chairperson*

Robert "Grigger" Jones, Atascadero Chamber of Commerce, *Vice-Chairperson*

Debbie Argano, Friends of the Library

Scott Burgess, At Large

Vacant, The Link Family Center

Don Giessinger, Atascadero Rotary Club

Carey Rogers, Senior Citizens United

Michael Shaw, At-Large

Carol Simonin, Quota International

CITY OF ATASCADERO
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*This fund is a sub-account of the General Fund and will be included with the General Fund audited financial statements.

Executive Summary

Revenues

In November 2014, Atascadero voters approved Sales Tax Measure F-14, increasing the City sales tax rate by 0.5%. The additional half percent sales tax revenue is the subject of this Annual Report.

Retailers within the City limits of Atascadero began collecting the approved 0.5% sales tax on April 1, 2015. These retailers are required to submit sales tax revenues directly to the California Department of Tax and Fee Administration (CDTFA) on a monthly, quarterly, or annual reporting basis (as determined by the State).

After the CDTFA has processed the payments and reports from the Retailers, the CDTFA remits payment to the City. The City generally receives these payments from the CDTFA about 60 days after the end of the month in which the sales took place.

Although the flow of the cash does take extra time to get to the City's account, the sales tax revenue is counted in the period when the sales took place. For example, the City received a sales tax payment from the CDTFA in late September 2017 for the sales that took place during the month of July 2017. The City counts that as July revenue, although it was received much later.

The total Measure F-14 Sales Tax Revenue that was earned for the period July 2017 – June 2018 was \$2,307,369.

Expenditures

Expenditures for repairing and maintaining neighborhood roads and other roadways involve a process designed to provide transparency and fairness. The City has implemented a "Critical Point Management" methodology. This methodology selects road segments whose conditions are such that if repairs or maintenance is not performed in the near future, the road will deteriorate into a condition that will require more extensive and costly repairs to bring it to a similar state of good condition that less costly repairs and maintenance could realize if done sooner. The end result of Critical Point Management is prioritization of road repairs and maintenance with the objective of providing the lowest life cycle costs and optimizing the overall pavement conditions of the roadway system.

Once selected, road segments are compiled into resurfacing or rehabilitation projects which are designed and then advertised for construction to local contractors and throughout California for a 30 day period. Sealed bid proposals are received and evaluated, and then a contract is awarded to the lowest responsive bidder. Contracts are approved by Council, if necessary, per the City's purchasing policy. The contracts are executed and bonds and insurance provided by the Contractor. Construction begins and City staff provides project inspection and oversight. Once the project is ready to be publicly bid, construction typically begins approximately 60 to 90 days later.

A total of \$1,684,344 was spent on five projects during the 2017-2018 fiscal year. It is difficult to have all costs for individual projects to occur during a single fiscal period given the time needed to design, bid, and construct roadway projects. In addition, the fiscal year ends during the middle of peak

Executive Summary

(continued)

Expenditures (continued)

roadway construction season, which splits construction costs over two fiscal periods. A summary of the projects that incurred costs during the reporting period are included below.

2016 Pavement Rehabilitation Project

This project incurred \$37,356 in expenditures during the reporting period, which included retention payments to the construction contractor and staff time for end of project paperwork. The total project cost of \$1,739,502 was less than the adjusted budget amount of \$1,945,250, resulting in \$205,748 remaining in Measure F-14 fund balance reserves.

2017 Pavement Resurfacing Project

This project incurred \$13,079 in expenditures during the reporting period and included the following road segments totaling 2.35 centerline miles:

1. Colorado Avenue from San Rafael Road to San Diego Way
2. Estrada Avenue from San Anselmo Road to San Jacinto Avenue
3. La Linia Avenue from West End to El Dorado Road
4. Navajoa Avenue from Santa Ynez Avenue to Curbaril Avenue
5. Serra Avenue from Atascadero Avenue to San Andres Avenue
6. Sycamore Road from Hidalgo Avenue to Miramon Avenue

Design for the project was performed in-house by City staff and publicly bid in March 2017. Five bid proposals were received ranging from \$232,844 to \$469,505 with the low bid submitted by R. Burke Construction. Pavement treatment work included a surface leveling course, slurry sealing and constructing asphalt dikes. Final construction costs totaled \$236,584, with the Notice of Completion issued July 2017. The total project cost of \$243,416 was less than the budget amount of \$286,530, resulting in \$43,114 remaining in Measure F-14 fund balance reserves.

2017 Pavement Rehabilitation Project

This project incurred \$1,408,576 in expenditures during the reporting period and included the following road segments totaling 2.31 centerline miles:

1. Alcantara Avenue from Marchant Avenue North to Marchant Avenue South
2. Carmelita Road from Curbaril Avenue to Portola Road
3. Carmelita Road from Portola Road to San Gabriel Road
4. Cortez Avenue from Maleza Avenue to Curbaril Avenue
5. Monterey Road from Campo Road to San Anselmo Road

Pavement deflection testing was completed in the summer of 2016 and a Request for Proposals for the rehabilitation design was publicly advertised in September 2016. Design was completed by May 2017 and the construction project was publicly bid in June 2017. Four bid proposals were received ranging from \$1,399,615 to \$1,655,513 with the low bid submitted by Granite Construction Company. Pavement rehabilitation work includes full depth reclamation, lime and cement treating of subgrade soils, pavement reconstruction, asphalt overlay, slurry seal and minor drainage improvements. Final construction costs totaled \$1,378,492, with the Notice of Completion issued December 2017. The

Executive Summary

(continued)

Expenditures (continued)

total project cost of \$1,529,913 was less than the budget amount of \$1,990,000, resulting in \$460,087 remaining in Measure F-14 fund balance reserves.

2018 Pavement Rehabilitation Project

This project incurred \$200,032 in expenditures during the reporting period and included the following road segments totaling 3.37 centerline miles. Note that for design and construction efficiency, Council approved the inclusion of Capistrano Road (originally designated as the 2018 Resurfacing Project) with the Rehabilitation Project:

1. Nogales Avenue from Dolores Avenue to Dulzura Avenue
2. Rosario Avenue from El Camino Real to Alamo Avenue
3. San Benito Road from Colima Road to Traffic Way
4. Tunitas Avenue from Bajada Avenue to Traffic Way
5. Capistrano Avenue from West Mall to Sycamore Road

Pavement deflection testing was completed in the summer of 2017 and a Request for Proposals for the rehabilitation design was publicly advertised in October 2017. Five design proposals were received and North Coast Engineering was selected by the review panel to complete the design. Design was completed by May 2018 and the construction project was publicly bid in June 2018. Four bid proposals were received ranging from \$1,252,633 to \$1,652,764 with the low bid submitted by Souza Construction, Inc. Pavement rehabilitation work includes full depth digouts, asphalt overlay, and minor drainage improvements. All construction expenditures will be included within the 2018-2019 fiscal year, but the project is nearing completion as of the end of calendar year 2018, with anticipated final construction costs totaling about \$1,325,000. The total budget for this project is \$2,200,500.

2019 Pavement Rehabilitation Project

This project incurred \$25,301 in expenditures during the reporting period and included the following road segments totaling 3.28 centerline miles:

1. Balboa Road from San Fernando Road to Graves Creek Road
2. Garcia Road from Santa Cruz Road to San Gregorio Road
3. San Gregorio Road from Garcia Road to Del Rio Road*
4. Del Rio Road from San Gregorio Road to Monterey Road*
5. Monterey Road from Del Rio Road to Campo Road
6. Navarette Avenue from Santa Lucia Road to San Marcos Road

* Due to the unusual street alignment at the intersection of Del Rio Road and Monterey Road, there are two small roadway segments of San Gregorio Road and Del Rio Road (totaling 0.24 miles), which were not included in this project. Since the entire roadway from Campo Road to Santa Cruz Road would otherwise be completed, these two road segments were added to this project for continuity. Additional costs are expected to be small relative to overall project costs.

Executive Summary

(continued)

Expenditures (continued)

Pavement deflection testing was completed in the spring of 2018 and a Request for Proposals for engineering design was publicly advertised in August 2018. Five design proposals were received and Wallace Group was selected by the review panel to complete the design. This project is anticipated to be bid in spring of 2019. The total budget for this project is \$2,202,000.

Fund Balance

The amount of \$2,985,322 remained in the Measure F-14 Sales Tax Projects Fund at the end of the fiscal year and will carry forward to the 2018-2019 fiscal year. Fund balance reserves from completed projects and higher than expected revenues are programmed to future roadway projects on the 5-Year Capital Improvement Program (CIP). The CIP is updated in conjunction with the budget process every two years. Estimated costs for CIP projects are updated and additional roadway segments are selected with any remaining fund balance. All Measure F-14 revenue is constrained to be spent on roadway project costs.

CITY OF ATASCADERO

MEASURE F-14 SALES TAX PROJECTS FUND* FINANCIAL STATEMENTS

June 30, 2018

*This fund is a sub-account of the General Fund and will be included with the General Fund audited financial statements.

CITY OF ATASCADERO

MEASURE F-14 SALES TAX PROJECTS FUND*

June 30, 2018

Certification of Citizens' Sales Tax Oversight Committee Chairperson:

I hereby certify that the attached statements and report have been reviewed by the City of Atascadero Citizens' Sales Tax Oversight Committee and are true and accurate:

Robert "Grigger" Jones
Vice-Chairperson

Date

*This fund is a sub-account of the General Fund and will be included with the General Fund audited financial statements.

CITY OF ATASCADERO
MEASURE F-14 SALES TAX PROJECTS FUND*
BALANCE SHEET
June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
ASSETS		
Cash and investments	\$ 2,718,476	\$ 2,090,191
Receivables:		
Due from State of California	425,999	355,400
Interest receivable	<u>6,124</u>	<u>4,281</u>
Total assets	<u>3,150,599</u>	<u>2,449,872</u>
 LIABILITIES		
Accounts payable	<u>165,277</u>	<u>88,129</u>
Total liabilities	<u>165,277</u>	<u>88,129</u>
 FUND BALANCE		
Restricted	<u>2,985,322</u>	<u>2,361,743</u>
Total fund balance	<u><u>\$ 2,985,322</u></u>	<u><u>\$ 2,361,743</u></u>

*This fund is a sub-account of the General Fund and will be included with the General Fund audited financial statements.

CITY OF ATASCADERO

MEASURE F-14 SALES TAX PROJECTS FUND*

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCE

For the Fiscal Years Ended June 30, 2018 and 2017

	2018	2017
Revenues:		
Sales tax	\$ 2,307,369	\$ 2,119,420
Use of money and property	554	6,570
Total revenues	<u>2,307,923</u>	<u>2,125,990</u>
Expenditures:		
Capital Outlay:		
2016 Pavement Resurfacing	-	216,874
2016 Pavement Rehabilitation	37,356	1,569,599
2017 Pavement Resurfacing	13,079	230,337
2017 Pavement Rehabilitation	1,408,576	121,337
2018 Pavement Rehabilitation	200,032	-
2019 Pavement Rehabilitation	25,301	-
Total expenditures	<u>1,684,344</u>	<u>2,138,147</u>
Net change in fund balance	623,579	(12,157)
Fund balance - beginning of fiscal year	<u>2,361,743</u>	<u>2,373,900</u>
Fund balance - end of fiscal year	<u>\$ 2,985,322</u>	<u>\$ 2,361,743</u>

*This fund is a sub-account of the General Fund and will be included with the General Fund in the City's audited financial statements.

CITY OF ATASCADERO

MEASURE F-14 SALES TAX PROJECTS FUND*

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCE

Fiscal Years Ended June 30, 2015 through June 30, 2018

	2015	2016	2017	2018	Total as of June 30, 2018
Revenues:					
Sales tax	\$ 472,278	\$ 2,095,116	\$ 2,119,420	\$ 2,307,369	\$ 6,994,183
Use of money and property	257	30,786	6,570	554	38,167
Total revenues	472,535	2,125,902	2,125,990	2,307,923	7,032,350
Expenditures:					
Alamo Avenue (Rosario Ave to Barrenda Ave)	3,288	36,893	-	-	40,181
Honda Avenue (Traffic Way to Barrenda Ave)	3,287	37,809	-	-	41,096
2016 Pavement Resurfacing					
Arena Road (San Benito Rd to San Anselmo Rd)	-	4,163	84,297	-	88,460
Arena Road (San Anselmo Rd to Yerba Ave)	-	1,488	30,115	-	31,603
Castano Avenue (Curbaril Ave to Palomar Ave)	-	2,102	42,548	-	44,650
San Vicente Avenue (San Jacinto Ave to North end)	-	1,303	26,380	-	27,683
Yerba Avenue (Estrada Ave to Dolores Ave)	-	1,657	33,534	-	35,191
2016 Pavement Rehabilitation					
Cascabel Rd (North end to Santa Lucia Rd)	-	38,504	455,955	10,850	505,309
Los Gatos Rd (Santa Lucia Rd to San Marcos Rd)	-	33,444	396,042	9,425	438,911
San Andres Ave (Santa Lucia Rd to San Marcos Rd)	-	21,541	255,087	6,072	282,700
San Clemente Ave (Portola Rd to San Marcos East)	-	21,938	259,784	6,183	287,905
Valle Ave (Curbaril Ave to Palomar Ave)	-	17,120	202,731	4,826	224,677
2017 Pavement Resurfacing					
Colorado Ave (San Rafael Rd to San Diego Wy)	-	-	41,643	2,364	44,007
Estrada Ave (San Anselmo Rd to San Jacinto Ave)	-	-	29,361	1,667	31,028
La Linia Ave (West end to El Dorado Rd)	-	-	39,430	2,239	41,669
Navajoa Ave (Santa Ynez Ave to Curbaril Ave)	-	-	95,736	5,438	101,174
Serra Ave (Atascadero Ave to San Andres Ave)	-	-	13,100	743	13,843
Sycamore Rd (Hidalgo Ave to Miramon Ave)	-	-	11,067	628	11,695

CITY OF ATASCADERO

MEASURE F-14 SALES TAX PROJECTS FUND*

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCE (continued)

Fiscal Years Ended June 30, 2015 through June 30, 2018

Expenditures (continued):

2017 Pavement Rehabilitation

Alcantara Ave (Marchant Ave N to Marchant Ave S)	\$	-	\$	-	\$	11,061	\$	128,405	\$	139,466
Carmelita Road (Curbaril Ave to Portola Rd)		-		-		17,967		208,576		226,543
Carmelita Road (Portola Road to San Gabriel Rd)		-		-		31,087		360,884		391,971
Cortez Ave (Maleza Ave to Curbaril Ave)		-		-		7,777		90,281		98,058
Monterey Road (Campo Rd to San Anselmo Rd)		-		-		53,445		620,430		673,875

2018 Pavement Rehabilitation

Capistrano (Sycamore to West Mall) <i>Resurface</i>		-		-		-		43,946		43,946
o Nogales Ave (Dolores Ave to San Jacinto Ave)		-		-		-		34,972		34,972
Nogales Ave (San Jacinto Ave to Dulzura Ave)		-		-		-		5,760		5,760
Rosario Ave (Traffic Way to Alamo)		-		-		-		3,446		3,446
Rosario Ave (Alamo Ave to Gancho Ave)		-		-		-		15,107		15,107
Rosario Ave (Gancho Ave to Bajada Ave)		-		-		-		7,995		7,995
Rosario Ave (Bajada Ave to Fresno Ave)		-		-		-		13,179		13,179
Rosario Ave (Fresno Ave to Olmeda Ave)		-		-		-		8,713		8,713
Rosario Ave (Olmeda Ave to El Camino Real)		-		-		-		11,837		11,837
San Benito Road (Colima Road to Traffic Way)		-		-		-		36,686		36,686
Tunitas Ave (Bajada Ave to Traffic Way)		-		-		-		18,391		18,391

2019 Pavement Rehabilitation

Balboa Road (San Fernando Rd to Graves Creek Rd)		-		-		-		10,554		10,554
Garcia Road (Santa Cruz Rd to San Gregorio Rd)		-		-		-		4,497		4,497
Monterey Road (Del Rio Rd to Campo Rd)		-		-		-		5,446		5,446
Navarette Ave (Santa Lucia Rd to San Marcos Rd)		-		-		-		4,804		4,804
Total expenditures		6,575		217,962		2,138,147		1,684,344		4,047,028

CITY OF ATASCADERO

MEASURE F-14 SALES TAX PROJECTS FUND*

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCE (continued)

Fiscal Years Ended June 30, 2015 through June 30, 2018

	2015	2016	2017	2018	Total as of June 30, 2018
Net change in fund balance	\$ 465,960	\$ 1,907,940	\$ (12,157)	\$ 623,579	\$ 2,985,322
Fund Balance- beginning of year	-	465,960	2,373,900	2,361,743	-
Fund Balance- end of year	\$ 465,960	\$ 2,373,900	\$ 2,361,743	\$ 2,985,322	\$ 2,985,322

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*This fund is a sub-account of the General Fund and will be included with the General Fund in the City's audited financial statements.

Measure F-14 Sales Tax Revenue Summary

Sales Month	Check Date	Check Amount
Quarterly True-Up	9/22/2017	\$ 75,605
July 2017	9/22/2017	149,600
August 2017	10/18/2017	149,600
September 2017	11/15/2017	199,400
Quarterly True-Up	12/22/2017	74,970
October 2017	12/22/2017	152,400
November 2017	1/23/2018	152,400
December 2017	2/26/2018	203,200
Quarterly True-Up	3/23/2018	35,815
January 2018	3/23/2018	139,200
February 2018	4/23/2018	139,200
Quarterly True-Up	5/23/2018	200,986
April 2018	6/25/2018	208,996
May 2018	7/24/2018	204,674
June 2018	8/24/2018	102,500
Quarterly True-Up	8/24/2018	79,221
June 2018	Accrual	39,602
Total Revenue		\$ 2,307,369



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK. VIEW AT AN ANGLE.

STATE OF CALIFORNIA

ITEM NUMBER:

OFFICE NUMBER

ATTACHMENT:

THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

FUND NO.

FUND NAME

419

0860

MO. DAY YR.

09/22/2017

90-1342/1211

RETAIL SALES TAX

67403492

TO: 403492

--- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 ATASCADERO CA 93422

DOLLARS	CENTS
\$**225204	.75

Betty T. Yee
 BETTY T. YEE



CALIFORNIA STATE CONTROLLER

⑈121113423⑈ 67403492⑈

DETACH ON DOTTED LINE
 KEEP THIS PORTION FOR YOUR RECORDS

67-403492

ISSUE DATE: 09/22/2017

STATE OF CALIFORNIA - BOARD OF EQUALIZATION
 STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 09/14/2017 FOR THE PERIODS SHOWN BELOW
 PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

TOTAL DUE	2nd Qtr 17	590,064.75
PRIOR CREDITS		0.00
PRIOR ADVANCES	2nd Qtr 17	507,700.00-
COST OF ADMIN		6,760.00-

BALANCE	2nd Qtr 17	75,604.75
CURRENT ADVANCE	Jul 2017	149,600.00
TOTAL PAYMENT		225,204.75



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE

STATE OF CALIFORNIA

ITEM NUMBER: 67-589259
 WORK ORDER NUMBER: 1

ATTACHMENT: 1

H THE TREASURER OF THE STATE WILL PAY OUT OF THE
 IDENTIFICATION NO.

FUND NO. 0094 FUND NAME RETAIL SALES TAX

419

0860

MO. DAY YR.
 10 18 2017

90-1342/1211

67589259

DOLLARS	CENTS
\$**149600	00

TO: 589259
 --- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 --- ATASCADERO CA 93422

Betty T. Yee
 BETTY T. YEE
 CALIFORNIA STATE CONTROLLER

01211134230 675892593

DETACH ON DOTTED LINE
 KEEP THIS PORTION FOR YOUR RECORDS

67-589259

ISSUE DATE: 10/18/2017

STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 10/11/2017 FOR THE PERIODS SHOWN BELOW
 PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE	Aug 2017	149,600.00
PRIOR CREDITS		0.00
TOTAL PAYMENT		149,600.00



THE BACK OF THIS DOCUMENT CONTAINS AN ATTACHED RECEIPT

STATE OF CALIFORNIA

ITEM NUMBER: CSTOC C-1
DATE: 11/15/2017
WARRANT NUMBER: 67-761938
ATTACHMENT:THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

0860

FUND NO.

0094

FUND NAME

RETAIL SALES TAX

MO. DAY YR.

11 15 2017

90-1342/1211

67761938

TO: 761938

--- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 ATASCADERO CA 93422

DOLLARS	CENTS
\$**199400	.00

Betty T. Yee
 BETTY T. YEE



CALIFORNIA STATE CONTROLLER

⑈121113423⑈ 677619387⑈

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

67-761938

ISSUE DATE: 11/15/2017

STATE OF CALIFORNIA - BOARD OF EQUALIZATION
 STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 11/06/2017 FOR THE PERIODS SHOWN BELOW
 PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE	Sep 2017	199,400.00
PRIOR CREDITS		0.00
TOTAL PAYMENT		199,400.00



STATE OF CALIFORNIA 67-985275

WARRANT NUMBER

01/07/19

ATTACHMENT:

1

H THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

0860

FUND NO.

0094

FUND NAME

RETAIL SALES TAX

MO. DAY YR.

12 22 2017

90-1342/1211

67985275

FORM CD-85(1/99) CONTROLLERS WARRANT

TO: 985275

--- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 ATASCADERO CA 93422

DOLLARS	CENTS
\$**227369	.68

Betty T. Yee
 BETTY T. YEE



CALIFORNIA STATE CONTROLLER

11211134231 679852755

DETACH ON DOTTED LINE
 KEEP THIS PORTION FOR YOUR RECORDS

67-985275

ISSUE DATE: 12/22/2017

STATE OF CALIFORNIA - BOARD OF EQUALIZATION
 STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 12/14/2017 FOR THE PERIODS SHOWN BELOW

PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

TOTAL DUE	3rd Qtr 17	580,329.68
PRIOR CREDITS		0.00
PRIOR ADVANCES	3rd Qtr 17	498,600.00-
COST OF ADMIN		6,760.00-

BALANCE	3rd Qtr 17	74,969.68
CURRENT ADVANCE	Oct 2017	152,400.00

TOTAL PAYMENT		227,369.68
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THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK. VIEW AT AN ANGLE

STATE OF CALIFORNIA

ITEM NUMBER:

CSTOC 61

DATE: 01/07/19

WARRANT NUMBER
68-173138

ATTACHMENT:

THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

0860

FUND NO.

0094

FUND NAME

RETAIL SALES TAX

MO. DAY YR.

01 23 2018

90-1342/1211

68173138

TO: 173138

--- CITY OF ATASCADERO T & U TAX
--- ADMINISTRATIVE SERVICES DIR.
--- 6500 PALMA AVENUE
--- ATASCADERO CA 93422

DOLLARS	CENTS
\$**152400.	00

Betty T. Yee
BETTY T. YEE



CALIFORNIA STATE CONTROLLER

FORM CD-85(1/99) CONTROLLERS WARRANT

⑆121113423⑆ 681731388⑆

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

68-173138

ISSUE DATE: 01/23/2018

STATE OF CALIFORNIA - BOARD OF EQUALIZATION
STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 01/10/2018 FOR THE PERIODS SHOWN BELOW
PAYEE: CITY OF ATASCADERO T & U TAX
ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE	Nov 2017	152,400.00
PRIOR CREDITS		0.00
TOTAL PAYMENT		152,400.00



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK

STATE OF CALIFORNIA

ITEM NUMBER: CSTOC C-1
 DATE: 01/07/19
 ATTACHMENT: 68-362687

H THE TREASURER OF THE STATE WILL PAY OUT OF THE
 IDENTIFICATION NO.

419

0860

FUND NO.
0094

FUND NAME
RETAIL SALES TAX

MO. DAY YR.
02 26 2018

90-1342/1211

68362687

DOLLARS	CENTS
\$**203200.00	

TO: 362687
 --- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 --- ATASCADERO CA 93422

Betty T. Yee
 BETTY T. YEE
 CALIFORNIA STATE CONTROLLER



1211134231 683626878

DETACH ON DOTTED LINE
 KEEP THIS PORTION FOR YOUR RECORDS

68-362687

ISSUE DATE: 02/26/2018

STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 02/13/2018 FOR THE PERIODS SHOWN BELOW
 PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE	Dec 2017	203,200.00
PRIOR CREDITS		0.00
TOTAL PAYMENT		203,200.00



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE

STATE OF CALIFORNIA

ITEM NUMBER:

DATE WARRANT NUMBER

68-569186

CSTOC C-1

01/07/19

1

THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

FUND NO.
0094FUND NAME
RETAIL SALES TAX

MO. DAY YR.

03 23 2018

90-1342/1211

68569186

DOLLARS	CENTS
\$**175014.65	

TO: 569186

--- CITY OF ATASCADERO T & U TAX
--- ADMINISTRATIVE SERVICES DIR.
--- 6500 PALMA AVENUE
--- ATASCADERO CA 93422

Betty T. Yee
BETTY T. YEE



CALIFORNIA STATE CONTROLLER

FORM CD-95(1/99) CONTROLLERS WARRANT

1211134231 68569186500

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

68-569186

ISSUE DATE: 03/23/2018

STATE OF CALIFORNIA - BOARD OF EQUALIZATION
STATEMENT OF ADD-ON TAX DISTRIBUTION

419	DATE: 03/14/2018	FOR THE PERIODS SHOWN BELOW	DATE: 03/14/2018
PAYEE: CITY OF ATASCADERO T & U TAX	ADMINISTRATIVE SERVICES DIR.		PAYEE: CITY OF ATASCADERO T & U TAX
TOTAL DUE	4th Qtr 17	550,574.65	4th Qtr 17
PRIOR CREDITS		00.00	
PRIOR ADVANCES	4th Qtr 17	508,000.00	
COST OF ADMIN		6,760.00	

BALANCE	4th Qtr 17	35,814.65	
CURRENT ADVANCE	Jan 2018	139,200.00	
TOTAL PAYMENT		175,014.65	



STATE OF CALIFORNIA 68-758886

ITEM NUMBER:
DATE: 58886
ATTACHMENT:

CSTOC C-1
01/07/19
1

THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

0860

FUND NO. FUND NAME
0094 RETAIL SALES TAX

MO. DAY YR.
04 23 2018

90-1342/1211

68758886

TO: 758886

--- CITY OF ATASCADERO T & U TAX
--- ADMINISTRATIVE SERVICES DIR.
--- 6500 PALMA AVENUE
--- ATASCADERO CA 93422

DOLLARS	CENTS
\$**139200.00	

Betty T. Yee
BETTY T. YEE
CALIFORNIA STATE CONTROLLER

001211134230 687588867

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

68-758886

ISSUE DATE: 04/23/2018

STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 04/11/2018 FOR THE PERIODS SHOWN BELOW
PAYEE: CITY OF ATASCADERO T & U TAX
ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE	Feb 2018	139,200.00
PRIOR CREDITS		0.00
TOTAL PAYMENT		139,200.00



THE TREASURER OF THE STATE WILL PAY OUT OF THE
 IDENTIFICATION NO. 419
 FUND NO. 0094
 FUND NAME RETAIL SALES TAX
 MO. DAY YR. 05 23 2018
 90-1342/1211
 68956820

TO: 956820
 --- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 --- ATASCADERO CA 93422

DOLLARS	CENTS
\$**200986	.23

Betty T. Yee
BETTY T. YEE
 CALIFORNIA STATE CONTROLLER

11211134231 6895682011

DETACH ON DOTTED LINE
 KEEP THIS PORTION FOR YOUR RECORDS

68-956820

ISSUE DATE: 05/23/2018

STATE OF CALIFORNIA - BOARD OF EQUALIZATION
 STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 05/03/2018 FOR THE PERIODS SHOWN BELOW
 PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

TOTAL DUE	1st Qtr 18	485,046.23
PRIOR CREDITS		0.00
PRIOR ADVANCES	1st Qtr 18	278,400.00-
COST OF ADMIN		5,660.00-

BALANCE	1st Qtr 18	200,986.23
CURRENT ADVANCE	Apr 2018	0.00
TOTAL PAYMENT		200,986.23



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK

STATE OF CALIFORNIA

ITEM NUMBER: CSTOC C-1
DATE: 06/19/2018
WARRANT NUMBER: 69-185100
ATTACHMENT:THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

0860

FUND NO.
0094

FUND NAME

RETAIL SALES TAX

MO. DAY YR.

06 25 2018

90-1342/1211

69185100

TO: 185100

--- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 ATASCADERO CA 93422

DOLLARS	CENTS
\$**208995	.64

Betty T. Yee
 BETTY T. YEE



CALIFORNIA STATE CONTROLLER

⑈121113423⑈ 691851006⑈

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

69-185100

ISSUE DATE: 06/25/2018

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 6/19/2018 FOR THE PERIODS SHOWN BELOW

PAYEE: CITY OF ATASCADERO T & U TAX
 ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE APR 2018 208,995.64

PRIOR CREDITS 0.00

TOTAL PAYMENT 208,995.64

IF YOU HAVE ANY QUESTION PLEASE CONTACT CDTFA

LOCAL REVENUE BRANCH AT (916) 324-3000



STATE OF CALIFORNIA

ITEM NUMBER: CSTOC C-1
DATE: 07/07/19
ATTACHMENT: 69-355781H THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

7600

FUND NO.

0094

FUND NAME

RETAIL SALES TAX

MO. DAY YR.

07 24 2018

90-1342/1211

69355781

TO: 355781

--- CITY OF ATASCADERO T & U TAX
 --- ADMINISTRATIVE SERVICES DIR.
 --- 6500 PALMA AVENUE
 ATASCADERO CA 93422

DOLLARS	CENTS
\$**204674.	15

Betty T. Yee
 BETTY T. YEE



CALIFORNIA STATE CONTROLLER

01211134230 6935578110

DETACH ON DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

69-355781

ISSUE DATE: 07/24/2018

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 7/18/2018 FOR THE PERIODS SHOWN BELOW

PAYEE: CITY OF ATASCADERO T & U TAX

ADMINISTRATIVE SERVICES DIR.

CURRENT ADVANCE MAY 2018

204,674.15

PRIOR CREDITS

0.00

TOTAL PAYMENT

204,674.15

IF YOU HAVE ANY QUESTION PLEASE CONTACT CDTFA
 LOCAL REVENUE BRANCH AT (916) 324-3000



THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE

STATE OF CALIFORNIA

THE TREASURER OF THE STATE WILL PAY OUT OF THE
IDENTIFICATION NO.

419

7600

FUND NO. FUND NAME
0094 RETAIL SALES TAX

MO. DAY YR.
08 24 2018

ITEM NUMBER:
DATE:
REPLACING WARRANT NUMBER
ATTACHMENT
69-544368

CSTOC C-1
01/07/19
1

90-1342/1211

J- 415183

DOLLARS	CENTS
\$**181722	.40

TO: 544368
CITY OF ATASCADERO T & U TAX
ADMINISTRATIVE SERVICES DIR.
6500 PALMA AVENUE
ATASCADERO CA 93422

Betty T. Yee
BETTY T. YEE
CALIFORNIA STATE CONTROLLER

FORM CD85 (12/01) CONTROLLERS WARRANT

11211134231 695443689

ISSUE DATE: 08/24/2018

DETACH AT DOTTED LINE
KEEP THIS PORTION FOR YOUR RECORDS

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION STATEMENT OF ADD-ON TAX DISTRIBUTION

419 DATE: 8/20/2018 FOR THE PERIODS SHOWN BELOW
PAYEE: CITY OF ATASCADERO T & U TAX
ADMINISTRATIVE SERVICES DIR.

TOTAL DUE	2ND QTR 18	499,192.19
PRIOR CREDITS		0.00
PRIOR ADVANCES	2ND QTR 18	413,669.79-
COST OF ADMIN		6,300.00-

BALANCE	2ND QTR 18	79,222.40
CURRENT ADVANCE	JUN 2018	102,500.00
TOTAL PAYMENT		181,722.40

IF YOU HAVE ANY QUESTION PLEASE CONTACT CDTFA
LOCAL REVENUE BRANCH AT (916) 324-3000



Citizens' Sales Tax Oversight Committee

Staff Report – Public Works Department

Fiscal Year 2018 Community Road Report

RECOMMENDATION:

Committee review and endorse the Fiscal Year 2018 Community Road Report.

DISCUSSION:

Staff has created a Community Road Report (CRR) brochure that summarizes the Measure F-14 Sales Tax Measure and background on how the City is proceeding with implementing the Measure. This brochure/handout is designed to complement the Annual Road Report, providing a summary of roadway projects for the reporting period (July 1, 2017 – June 30, 2018). Financials from the Annual Road Report are summarized in the CRR. Sections in the brochure describing the work performed on roadway projects, general data on the City's roadway system, pavement management, and Measure F-14 background is also included.

The CRR will be distributed via US mail to all properties in the City after City Council approval. The brochure will also be made available at City Hall and on the City's website.

FISCAL IMPACT:

Distribution of the 2018 Community Road Report is estimated to cost approximately \$3,800 in budgeted General Funds – not Measure F-14 Funds.

ATTACHMENT:

Fiscal Year 2018 Community Road Report (To be distributed at meeting)