SPECIAL MEETING

CITY OF ATASCADERO CITIZENS' SALES TAX OVERSIGHT COMMITTEE

MINUTES

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

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

CALL TO ORDER:

Vice Chairperson Jones called the meeting to order at 4:02 p.m.

ROLL CALL:

Present:	Committee Members Anderson, Aragon, Argano, Burgess, Giessinger, Shaw, Simonin, and Vice Chairperson Jones
Absent:	None
Staff Present:	Public Works Director Nick DeBar, Administrative Services Director Jeri Rangel, Deputy Administrative Services Director Cindy Chaves and Deputy City Clerk Amanda Muther

APPROVAL OF AGENDA:

MOTION: By Committee Member Burgess and seconded by Committee Member Shaw to approve the agenda.
Motion passed 8:0 by a voice vote.

PRESENTATIONS: None.

PUBLIC COMMENT: None.

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]

MOTION: By Committee Member Burgess and seconded by Committee Member Shaw to approve the CSTOC Draft Action Minutes of the August 9, 2018 CSTOC meeting, with a correction to Committee Member Argano's Community Group name from Friends of the Library to Escuela Del Rio.
Motion passed: 7:0 by a voice vote. (Anderson abstained)

Committee Member Argano requested a correction to the August 9, 2018 Draft Action Minutes, as included in the motion, to correct an error in the way her Community Group was listed. It was later determined that the error was on page 1 of the Annual Road Report, (Item C-1, Attachment 1, page 10 of 36, of the January 7, 2019 Agenda Packet).

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]

MOTION: By Committee Member Burgess and seconded by Committee Member Simonin to approve the 2019-2020 Citizens' Sales Tax Oversight Committee Meeting Schedule.
Motion passed: 8:0 by a voice vote.

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]

Administrative Services Director Rangel distributed a handout (Exhibit A), gave the presentation and answered questions from the Committee.

MOTION: By Committee Member Argano and seconded by Committee Member Giessinger to approve the Fiscal Year 2018 Annual Road Report.
Motion passed: 8:0 by a voice vote.

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]

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

MOTION: By Committee Member Burgess and seconded by Committee Member Simonin to endorse the Fiscal Year 2018 Community Road Report.
Motion passed: 8:0 by a voice vote.

D. COMMITTEE MEMBER COMMENTS: None.

E. ADJOURNMENT

Vice Chairperson Jones adjourned the meeting at 5:01 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 – Revised Measure F-14 Sales Tax Projects Fund spreadsheet
- Exhibit B – Measure F-14 2018 Community Road Report

APPROVED: July 18, 2019

CSTOC Minutes Exhibit A
Date: January 7, 2019

City of Atascadero
Measure F-14 Sales Tax Projects Fund*
Fiscal Years Ended June 30, 2015 through June 30, 2018
REVISED 01/07/2019

	2015	2016	2017	2018	Total
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*
Fiscal Years Ended June 30, 2015 through June 30, 2018
REVISED 01/07/2019

	2015	2016	2017	2018	Total
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) *Resurface*	-	-	-	43,946	43,946
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)	-	-	-	9,723	9,723
Garcia Road (Santa Cruz Rd to San Gregorio Rd)	-	-	-	4,143	4,143
San Gregorio Road (Del Rio Rd to Garcia Rd)	-	-	-	893	893
Del Rio Road (Monterey Rd to San Gregorio Rd)	-	-	-	1,099	1,099
Monterey Road (Del Rio Rd to Campo Rd)	-	-	-	5,018	5,018
Navarette Ave (Santa Lucia Rd to San Marcos Rd)	-	-	-	4,425	4,425
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*
Fiscal Years Ended June 30, 2015 through June 30, 2018
REVISED 01/07/2019

	2015	2016	2017	2018	Total
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

Atascadero Roads

The City of Atascadero owns and maintains approximately 140 centerline miles of public roadways. This extensive system is the backbone of housing, commerce and recreation within the community and its repair and maintenance is a top priority.

In order to compare all roads within a system, each roadway is inspected and a Pavement Condition Index (PCI) number is assigned.

Atascadero's Road Conditions (2014)

Condition	PCI Range	% Of City Roads
Excellent	90-100	8%
Good	70-89	9%
Fair	50-69	28%
Poor	25-49	39%
Failed	0-25	16%

The overall PCI rating of Atascadero's roadway system is poor; only 47 on a 100 point scale. With a current asset value of $263 million, developing a pavement management strategy to provide the lowest life cycle cost over time and save the City funds in the long run was vital.

In order to accomplish this, the City has implemented a "Critical Point Management" methodology. This methodology selects roadways which can have their useful life extended the longest with cost effective maintenance and less expensive repairs. The longer a road can be kept in good condition, the lower the overall cost of its treatments.

In many ways the Critical Point Management method is similar to how you would maintain your car. By focusing on relatively inexpensive routine maintenance and repairs at key times, you can avoid expensive repair bills and breakdowns in the future. When pavement conditions deteriorate, the cost to fix roadways increases substantially. Replacement of a failed street can cost 30-40 times the amount required to maintain a road in good condition!

Presorted Standard
U.S. POSTAGE
PAID
Atascadero, CA
Permit No. 79

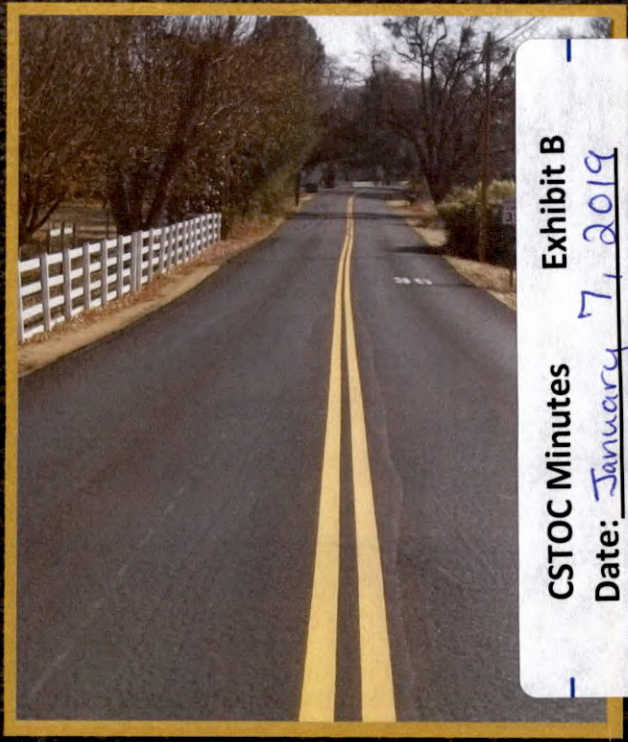
ECRWSS

POSTAL CUSTOMER

City of Atascadero
6500 Palma Avenue
Atascadero CA 93422

City of Atascadero

Measure F-14 Funds



CSTOC Minutes Exhibit B
Date: January 7, 2019

2018 Community Road Report

Approved January 2019



What To Expect In 2019

In addition to completing construction for the 2018 Pavement Resurfacing and Rehabilitation Projects (See Financial Statement), 2019 will predominately involve rehabilitation work on road segments located in the west area of the City. The following road segments will be constructed as a single project and totals 3.28 miles.

2019 Rehabilitation Project $2,202,000

Balboa Rd.
Between San Fernando Rd. and Graves Creek Rd.

Del Rio Rd.
Between Monterey Rd. and San Gregorio Rd.

Garcia Rd.
Between San Gregorio Rd.and Santa Cruz Rd.

Monterey Rd.
Between Del Rio Rd. and Campo Rd.

Navarette Ave.
Between Santa Lucia Rd. and San Marcos Rd.

San Gregorio Rd.
Between Del Rio Rd. and Garcia Rd.

Measure F-14 Background

In 2014, Atascadero voters approved a ballot measure (F-14) which authorized the City to increase its sales tax rate by a ½ percent for a term of 12 years, together with a measure (E-14) advising that the funds be primarily utilized for maintaining and repairing neighborhood roads. While the City will continue to maintain and improve arterial roadways, funds approved under Measure F-14 are specifically earmarked for the improvements of neighborhood roads.

The measures became effective April 1, 2015, and includes a nine member Citizen Oversight Committee tasked with reviewing revenues, expenditures, and the annual road report. Optimizing the use of the funds is a priority of the City.

For more information visit:
www.atascadero.org/measure-f14

FINANCIAL STATEMENT AND PROJECT SUMMARY

REVENUES

	Prior Years 2015-2016	2017	2018	Totals as of June 30, 2018	Length (miles)	PCI Before	PCI After
Sales tax	$ 2,567,394	$ 2,119,420	$ 2,307,369	$ 6,994,183			
Use of money and property	31,043	6,570	554	38,167			
Total revenues	2,598,437	2,125,990	2,307,923	7,032,350			

EXPENDITURES

Prior Years Completed Projects - 2.10 miles	91,990	216,874	-	308,864	2.10	varies	varies
2016 Pavement Resurfacing - 2.43 miles							
Cascabel Rd (North end to Santa Lucia Rd)	38,504	455,955	10,850	505,309	0.68	28	100
Los Gatos Rd (Santa Lucia Rd to San Marcos Rd)	33,444	396,042	9,425	438,911	0.48	24	100
San Andres Ave (Santa Lucia Rd to San Marcos Rd)	21,541	255,087	6,072	282,700	0.63	51	100
San Clemente Ave (Portola Rd to San Marcos East)	21,938	259,784	6,183	287,905	0.41	32	100
Valle Ave (Curbaril Ave to Palomar Ave)	17,120	202,731	4,826	224,677	0.23	41	100
2017 Pavement Resurfacing - 2.35 miles							
Colorado Ave (San Rafael Rd to San Diego Wy)	-	41,643	2,364	44,007	0.50	89	99
Estrada Ave (San Anselmo Rd to San Jacinto Ave)	-	29,361	1,667	31,028	0.37	76	91
La Linia Ave (West end to El Dorado Rd)	-	39,430	2,239	41,669	0.40	69-81	89-96
Navajoa Ave (Santa Ynez Ave to Curbaril Ave)	-	95,736	5,438	101,174	0.78	55-67	75-87
Serra Ave (Atascadero Ave to San Andres Ave)	-	13,100	743	13,843	0.16	71	91
2017 Pavement Rehabilitation - 2.31 miles							
Alcantara Ave (Marchant Ave N to Marchant Ave S)	-	11,061	128,405	139,466	0.21	31	100
Carmelita Road (Curbaril Ave to Portola Rd)	-	17,967	208,576	226,543	0.31	29	100
Carmelita Road (Portola Road to San Gabriel Rd)	-	31,087	360,884	391,971	0.50	26	100
Cortez Ave (Maleza Ave to Curbaril Ave)	-	7,777	90,281	98,058	0.14	31	100
Monterey Road (Campo Rd to San Anselmo Rd)	-	53,445	620,430	673,875	1.14	42	100
2018 Pavement Rehabilitation* - 3.40 miles							
Capistrano (Sycamore to West Mall) Resurface	-	-	43,946	43,946	0.58	65	100
Nogales Ave (Dolores Ave to Dulzura Ave)	-	-	40,732	40,732	0.78	29	100
Rosario Ave (Traffic Way to El Camino Real)	-	-	60,277	60,277	1.09	32-43	100
San Benito Road (Colima Road to Traffic Way)	-	-	36,686	36,686	0.60	50	100
Tunitas Ave (Bajada Ave to Traffic Way)	-	-	18,391	18,391	0.36	41	100
2019 Pavement Rehabilitation - 3.28 miles**							
Balboa Road (San Fernando Rd to Graves Creek Rd)	-	-	9,723	9,723	1.31	31	TBD
Garcia Road (Santa Cruz Rd to San Gregorio Rd)	-	-	4,143	4,143	0.51	56	TBD
San Gregorio Road (Del Rio Rd to Garcia Rd)	-	-	893	893	0.11	54	TBD
Del Rio Road (Monterey Rd to San Gregorio Rd)	-	-	1,099	1,099	0.14	55	TBD
Monterey Road (Del Rio Rd to Campo Rd)	-	-	5,018	5,018	0.59	53	TBD
Navarette Ave (Santa Lucia Rd to San Marcos Rd)	-	-	4,425	4,425	0.62	27	TBD
Total expenditures	224,537	2,138,147	1,684,344	4,047,028	15.87	total miles	
Net change in fund balance	2,373,900	(12,157)	623,579	2,985,322			
Fund Balance- beginning of year	-	2,373,900	2,361,743	-			
Fund Balance- end of year	$ 2,373,900	$ 2,361,743	$ 2,985,322	$ 2,985,322			

*** Construction not complete prior to end of fiscal year – remaining estimated expenditures:.....$ 1,675,968**
****Construction not complete prior to end of fiscal year – remaining estimated expenditures:.....$ 2,176,699**