

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



MEETING MINUTES
THURSDAY, OCTOBER 20, 2016, 4:00 p.m.
CITY HALL LARGE CONFERENCE ROOM

CALL TO ORDER: Chair Vogel called the October 20, 2016 Regular Meeting of the Measure J Commission of the City of Palm Springs to order at 4:08 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Rosenberg led the Pledge.

ROLL CALL:

PRESENT: Commissioners Marshall, Rosenberg, Williams, Vice-Chair Hammond, and Chair Vogel.

ABSENT: Commissioner Bloomer, Cohen, Dada, and Heritage.

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

ACCEPTANCE OF THE AGENDA: Approve the Agenda as presented. **Motion by Commissioner Rosenberg, seconded by Commissioner Marshall and unanimously carried noting the absence of Commissioner Bloomer, Cohen, Dada and Heritage.**

APPROVAL OF MINUTES: Minutes for the September 15, 2016 Regular Meeting Minutes were accepted with correction. **Motion by Commissioner Williams, seconded by Vice-Chair Hammond and unanimously carried noting the absence of Commissioner Bloomer, Cohen, Dada and Heritage.**

PUBLIC COMMENT: None.

1. CITY MANAGER'S REPORT:

City Manager David Ready provided a verbal report. City Clerk James Thompson offered clarification on the protocol rules in particular to attendance and absences. No action taken.

2. FINANCE DIRECTOR'S REPORT:

Finance Director Kiehl provided a verbal report. Chair Vogel commented on the multi-year planning report. Also, stated that the discussion on the "True-up" will be during the next scheduled meeting. Commissioner Marshall suggested adding incoming monies on report, and City Manager suggested adding the previous year comparison on the Financial Report. Commissioner Williams commented on the Downtown Project / Parking and timeline. Commissioner Rosenberg commented on projected revenue. No action taken.

3. MEASURE J PROJECTS UPDATE REPORT:

Assistant City Manager/City Engineer Fuller did not provide a verbal report.
No action taken.

4. NEW BUSINESS:

4.A. PRESENTATION ON CALENDAR / ROADMAP FOR FY 2016-2017

MEASURE J COMMISSION BUSINESS: Chair Vogel distributed Additional Handout Measure J Commission Policy Roadmap / Calendar for the Year and provided a verbal presentation. Receive and file.

Chair Vogel thanked and complimented Commissioner Marshall for his work during his time as Chair. Asked Vice-Chair Hammond to take responsibility and suggest who the Commission should inform and invite to the next three (3) meetings to discuss future themes during the time for public comment.

At 5:13 p.m., City Manager David Ready left.

Commissioner Rosenberg requested a discussion on the existing committees during the next meeting.

PUBLIC COMMENT: None.

STAFF MEMBER COMMENTS: None.

COMMISSION MEMBER ITEMS AND REQUESTS: Commissioner Williams commented on the entry way signs and the new crosswalks. Assistant City Manager/City Engineer Fuller gave a verbal update on the entry way signs and the new crosswalks. Chair Vogel thanked the Commission for their participation and mentioned he will revise the Policy Roadmap / Calendar for the Year. Commissioner Rosenberg commented on the Cornelia White House project. Commissioner Hammond commented on the crosswalk staff report.

ADJOURNMENT: The Regular Meeting of the Measure J Commission of the City of Palm Springs adjourned at 5:27 p.m. to Thursday, November 17, 2016, at 4:00 p.m., Palm Springs City Hall, 3200 E. Tahquitz Canyon Way. **Motion Commissioner Marshall seconded by Commissioner Hammond and unanimously carried noting the absence of Commissioner Bloomer, Cohen, Dada and Heritage.**

APPROVED BY A MOTION OF THE MEASURE J COMMISSION THIS 17TH DAY OF NOVEMBER, 2016.

Ariana Muniz
Commission Secretary

DRAFT
Measure J Commission Policy Roadmap / Calendar for the Year
November 7, 2016

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 on May 14th 2017.

CALENDAR

October 2016 Policy Review. Calendar review. General discussion

Nov 17, 2016 **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 November meeting.
Community Projects Theme, Process, Outreach

December 2016 **DATE TO BE DETERMINED** Start reviewing list of **Capital Projects** not funded in FY 2016-2017. Will be provided by city staff.
Begin considering new themes for **Community Projects** FY 2018-2019 & beyond.

January 19, 2017 Staff presentation on **Measure J Audit** of FY 2015-2016 Financials
Communications discussion- Amy Blaisdell

Continue discussion on Theme for **Community Projects**
for 2018-2019

- February 16, 2017 Review previous list of unfunded **Capital Projects**
Review research and reports on the overview of needs
relating to the **Community Project** theme. Finalize theme
for **Community Projects. FINANCIAL REVIEW OF 3
YEAR TRAFFIC HOTSPOTS COMMUNITY PROGRAM.**
- March 16, 2017 Staff presentation of FINALIZED recommended **Capital
Projects** for FY 2017-2018. Discussion and analysis.
Continued discussion on research regarding chosen
theme for **Community Projects** 2018-beyond.
- April 20, 2017 Vote on / finalize list of Recommended **Capital Projects**
for FY 2017-2018
- May 18, 2017 Joint City Council / Measure J Commission meeting
presenting M-J Community Projects theme for
FY 2018-2019 or as recommended.
- June 15, 2017 Review final City Council budget decisions / M-J Adopted
Budget 2017/18
- July / Aug 2017 Commission dark



City of Palm Springs

Engineering Services Department

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MEMORANDUM

DATE: November 8, 2016
To: David Ready, City Manager
David Vogel, Chair – Measure J Commission
FROM: Marcus Fuller, Assistant City Manager/City Engineer
SUBJECT: Annual “True Up” of Measure J Capital Projects

David,

This memorandum has been prepared to provide the Measure J Commission its first annual true-up summarizing activities funding through the Measure J Capital Improvement Fund.

As an overall summary, the following Table identifies the revenue and expenditures through the 2016/2017 Fiscal Year for the Measure J Capital Improvement Fund.

FY11/12 - FY16/17 Summary	
Total Measure J Revenue	\$ <u>64,295,733</u>
Completed Capital Projects	\$ 22,239,335
Measure J Bond Costs	\$ 16,146,026
Downtown Project Improvement Related Expenses	\$ 5,052,977
Buzz/Trolley	\$ 2,229,341
Property Maintenance	\$ 236,736
Special Audit	\$ 132,453
Project Management	\$ 100,000
Implementation Costs	\$ 29,519
Communication	\$ <u>25,744</u>
	\$ 46,192,131
Budget Available/Reserved for Active Projects	\$ 18,103,602

There is approximately \$18 Million budgeted and available for various capital projects funded by Measure J; as identified in this memorandum, there are 28 active capital projects with a current total programmed budget of \$17.7 Million.

Completed capital projects:

There are 53 completed capital projects which used a Measure J Capital Improvement Fund budget of \$22,239,335; note that some capital projects used other funding sources (i.e. Gas Tax, Measure A, General Fund, Capital Fund, etc.), and the total only represents the amount of Measure J funds spent. Although you did not request it, included with this memo is a table identifying each completed capital project and the associated Measure J funding spent.

Active capital projects:

There are 28 active capital projects which have been appropriated Measure J Capital Improvement Fund budget. The current total budget available is \$17,687,531. Of these 28 active projects, 8 have a budget in excess of \$500,000 and another project has a known budget deficit, as discussed in detail below.

- Palm Canyon Drive Electrical System Upgrade; the current budget available is \$939,922 (this reflects prior budgeted funds less incurred costs to date). The last estimate available from the consultant was \$1.2 Million, indicating that additional budget of approximately \$300,000 may be required. However, the consultant is currently finalizing the revised construction drawings and the final estimate may be reduced, and additional budget may not be necessary.
- Library Planning; the current budget available is \$625,000 (\$125,000 prior budget and \$500,000 new budget appropriation); this budget was made available to retain an architectural design firm to prepare construction drawings for Phase 1 of the Library remodel. Staff is preparing a Request for Proposals to solicit technical proposals and budget/fee from architectural firms for this work. It is unknown at this time what the architectural fee will be for this contract, or the initial construction cost estimate for Phase 1 of the Library remodel.
- Entry Way Signs; a total budget of \$560,000 was appropriated from Measure J and the project is in active construction. We do not anticipate the need for additional budget.
- Police Department Remodel; the current budget available is approximately \$2.5 Million (which includes an anticipated \$1.25 Million appropriation from the 2017/2018 Fiscal Year). The construction drawings have recently been completed and approved by the City's Building Department, and the architect provided an updated construction estimate this week – identifying a cost of \$3 Million. We will be presenting this item to the City Council for approval to bid, and based upon construction bids received, an additional appropriation from General Fund or Measure J Fund will be required.
- NMTP/Biking Projects; the remains a budget available of \$771,714 for Non-Motorized Transportation Plan (NMTP) projects plus \$73,000 in another account established as a local match to state/federal grants obtained to implement the City's NMTP. With City Council direction received on bike lanes, staff is coordinating preparation of final design to implement the remaining portions of the NMTP.
- 2016 Street Repairs; this project combined 2015/2016 and 2016/2017 Measure J budget to construct a larger scale street repair project. On July 6, 2016, City Council awarded a contract for \$5.3 Million and construction is underway. It is not anticipated at this time that additional budget will be required.

- Community Projects – 2015/2016 and 2016/2017 Measure J budgets; the City Council appropriated the first two years of the three year Community Projects approved by the Measure J Commission. The total funding appropriated is \$1,991,325. We engaged our consulting engineer who is completing preliminary plans for the various improvements identified, and an updated construction estimate will be provided. It is not known at this time whether additional budget will be required.
- Police Department Technology Enhancements – the City Council appropriated \$600,000 to fund purchase of new equipment for the Police Department; on October 19, 2016, the City Council approved purchase of 67 new laptop computers for \$353,254 and 93 taser devices for \$106,348. A balance of \$140,398 remains available for additional technology and equipment purchases.
- Cornelia White House Repairs; the City Council appropriated \$200,000 from the General Fund, and an additional \$200,000 in 2016/2017 from the Measure J Fund for this project. The architectural firm specializing in historic restoration that we have retained for this project identified a preliminary cost estimate of \$1.1 Million to completely restore the building. City Council has directed staff to coordinate with the architect and HSPB to identify a phasing plan and prioritization of restoration required, to reduce the immediate cost.

Of the 28 active projects, 7 projects are in active construction and the other 21 projects are in different phases of design. Many of these projects have only recently commenced the design phase, and it is too early to identify potential budget impacts to the Measure J Fund at this time. However, of those projects in the design phase discussed above that have known construction estimates, the potential budget shortfall is at least \$300,000 for the Palm Canyon Drive Electrical System Upgrade, and at least \$500,000 for the Police Department Remodel.

Included with this memorandum are tables identifying each complete capital project and total cost, and each active capital project and the budgeted Measure J funding available.

COMPLETED PROJECTS	
Capital Project Name	Measure J Cost
2013 Street Repairs	\$ 2,669,427
Pavilion Kitchen Equipment Replacement	\$ 12,575
Desert Highland Light Poles / Fixture Replacement	\$ 307,984
Ruth Hardy Park Security Path Lighting	\$ 182,558
Desert Highland Small Parking Lot Repairs	\$ 2,472
Dog Park Improvements	\$ 3,842
Sidewalk Replacement in Parks Citywide	\$ 73,374
Demuth Park - Softball Field Wiring Replacement	\$ 17,540
Demuth Community Center - Gymnasium Floor Repairs	\$ 94,285
Sunrise Park Water Valve Replacement	\$ 35,299
Demuth and Ruth Hardy Parks - Parking Lot Repairs	\$ 222,785
Stadium Fencing Repairs	\$ 11,248
Replace 20 Trees - Palm Cyn, Indian Cyn, Sunrise Park	\$ 141,600
Village Green - Electric Meter Panel Replacement	\$ 55
Downtown / Uptown Crosswalks	\$ 319,711
Light Poles - Raise Footings - Citywide	\$ 145,019
Traffic Signal Queing Study (Sunrise @ Ralph's Ctr)	\$ 2,396
2014 Street Repairs	\$ 734,043
Welwood Memorial Library Renovation Project	\$ 781,941
iHUB Accelerator Campus	\$ 1,000,000
Architecture and Design Museum	\$ 850,000
Firefighting Support Unit	\$ 343,202
Swim Center Deck	\$ 353,296
Swim Center Underwater Lights	\$ 9,799
Bike Crossing at Date Palm	\$ 15,000
Airport Back-up Generator	\$ 61,590
Security Cameras at Park Restrooms	\$ 53,809
Baristo Sidewalk	\$ 17,359
Palm Springs High School Auditorium Remodel	\$ 581,851
Visitors' Center Landscaping (Design Phase)	\$ 23,260
Library Computers	\$ 46,057
Property Acquisition (Block E - City Park)	\$ 5,200,000
JO Jessie DHUC - Gym Air Conditioning	\$ 413,913
Building Department Microfilm to Internet	\$ 69,421
NMTP / Biking Issues	\$ 747,719
Tahquitz Creek Master Plan (Triangle Parcel Trail Head)	\$ 471,403
Police Department Parking Lot Repaving	\$ 279,601
Fire Station #2 - Roof Replacement	\$ 31,891
Fire Station #2 - Chiller Replacement	\$ 193,077
Pavilion Gymnasium Floor Repair and Refinish	\$ 23,598
Arnico Tract Sewer Improvements	\$ 516,625
City Hall Parking Lot - Resurfacing	\$ 832,190
Tahquitz Canyon Way Median Landscaping Ph 2	\$ 1,432,603
2015 Street Repairs	\$ 1,964,334
Air Conditioning Controls at the iHub building	\$ 119,273
Fire - Replace Apparatus Door Fire - Station 442	\$ 50,311
Special Events / Villagefest - Replace Portable Restrooms	\$ 35,000
Public Trails - Chino Cone	\$ 25,000
Convention Center User WIFI Network Upgrade	\$ 125,000
Convention Center - Replace Pergola Lumber on Exterior	\$ 40,000
Convention Center - Integration of HVAC / Lighting Control Systems	\$ 276,000
Recreation - Replace Weightroom Equipment - JOJ	\$ 9,000
Recreation - Playground Structure - Sunrise Park	\$ 270,000
	\$ 22,239,335

ACTIVE PROJECTS		
Capital Project Name	Measure J Cost	Status
Lighting - Palm Canyon Underground Electrical	\$ 1,269,400	Design
Shade Cover at Mizell Senior Center	\$ 50,000	Construction
Library Planning	\$ 125,294	Design
Entry Way Signs	\$ 560,000	Construction
Police Department Remodel	\$ 2,500,000	Design
NMTP / Biking Projects	\$ 844,714	Design
Veteran's Tract Park	\$ 12,960	Unknown
Fire Stations Security Cameras	\$ 61,406	Construction
Fire Stations Keyless Entry System	\$ 50,000	Design
City Hall Security Design and Installation	\$ 100,000	Design
Fire - Emergency Alerting Systems - All Stations	\$ 100,000	Design
Fire - Oil / Water Separator - Station 443	\$ 50,000	Design
2016 Street Repairs	\$ 5,699,774	Construction
Public Works - Ajejo / Belardo Church Parking Lot Rep.	\$ 400,000	Design
Community Projects	\$ 1,991,325	Design
Convention Center - Air Wall Rehabilitation	\$ 75,000	Construction
Convention Center - New Welcome Banner Infrastructure	\$ 83,220	Design
Convention Center - Chairs & Carts	\$ 161,438	Construction
Evaluation of All City Facilities	\$ 350,000	Design
Demuth Park ADA Improvements	\$ 500,000	Bidding
Re-Roof City Hall, Leisure Center, Demuth	\$ 275,000	Design
Swim Center Replaster	\$ 250,000	Design
HVAC Chiller, Cooling Towers Maintenance / Wifi Cntl	\$ 210,000	Design
IT - Server Backup, Firewalls & Network Security	\$ 100,000	Design
PD Technology Enhancements	\$ 600,000	Purchased
Cornelia White House Improvements	\$ 200,000	Design
Library Infrastructure Phase 1	\$ 500,000	Design
Dog Park Renovation (City Hall portion only)	\$ 330,000	Construction
Chino Cone Trail	\$ 238,000	Design
	\$ 17,687,531	

Multi-Year Summary of Available Measure J Funds

City of Palm Springs

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>
Beginning Balance	\$241,102				
Projected Revenue *	\$13,100,000	\$13,400,000 +2%	\$13,700,000 +2%	\$14,000,000 +2%	\$14,300,000 +2%
Total Available Funds	\$13,341,102	\$13,400,000	\$13,700,000	\$14,000,000	\$14,300,000
<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	7,200	7,200	7,200	7,200
"Buzz" Program	847,962	847,962	847,962	847,962	847,962
Downtown Project - Parking / Park / Improvements	1,500,000	1,000,000	1,000,000	1,000,000	0
Uptown Parking Structure (Andaz agreement)	0	2,000,000	0	0	0
Police Department Remodel	1,250,000	1,250,000	0	0	0
Community Projects	911,725	1,202,125	1,000,000	1,000,000	1,000,000
Total Multi-Year Projects	\$7,516,887	\$9,307,287	\$5,855,162	\$5,855,162	\$4,855,162
Adjustments to Prior-Year Projects	(\$80,737)	\$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	475,000	500,000	525,000	550,000	575,000
Evaluation of all City Facilities	350,000				
Roof Replacements (City Hall / Leisure Ctr / Demuth)	275,000				
Swim Center Replaster	250,000				
HVAC Chiller, Cooling Towers Maintenance / Wifi Cntl	210,000				
IT - Server Backup, Firewalls & Network Security	100,000				
Chino Cone Trail	238,000				
Dog Park Renovation (City Hall portion only)	330,000				
Total Existing Budget Obligations	\$12,864,150	\$13,007,287	\$9,580,162	\$9,605,162	\$8,630,162
Net New Funds Available for Budgeting	\$476,952	\$392,713	\$4,119,838	\$4,394,838	\$5,669,838

* Note: The Director of Finance is assuming a 2% annual growth in revenues in 2017-2018 through 2020-2021.

YTD Revenue Comparison:

2016-2017 YTD thru November 10th	\$1,818,530
2015-2016 YTD thru November 10th	\$1,610,483