



**Menifee Measure DD Oversight Committee
Meeting Agenda
Tuesday, May 15, 2018**

**City Hall Council Chambers
29714 Haun Road
Menifee, CA 92586**

4:00 P.M. Regular Meeting

*THE PURPOSE OF THE MEASURE DD OVERSIGHT COMMITTEE MEETINGS
ARE TO CONDUCT THE CITY'S BUSINESS
PLEASE SEE OUR DECORUM POLICY NOTES AT THE END OF THIS AGENDA*

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. FLAG SALUTE**
- 4. PRESENTATIONS** - None
- 5. AGENDA APPROVAL OR MODIFICATION**
- 6. APPROVAL OF MEETING MINUTES**
 - 6.1. February 13, 2018 Regular Meeting Minutes
- 7. DISCUSSION ITEMS**
 - 7.1. Review and Discuss 2018/19 Proposed Measure DD Budget
 - Consider forwarding a recommendation to the City Council for Measure DD Budget
- 8. STAFF COMMENTS**
- 9. COMMITTEE MEMBER COMMENTS**
- 10. FUTURE AGENDA ITEMS**
- 11. ADJOURNMENT**

Decorum Policy Notes

Please use a speaker request form when you wish to address the Committee. The Committee anticipates and encourages public participation at its Committee meetings, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.

Staff Reports

Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, and are available for public inspection by contacting Sarah Manwaring, City Clerk, at (951) 672-6777 during normal business hours.

Compliance with the Americans with Disabilities Act

If you need special assistance to participate in this meeting, you should contact Sarah Manwaring, City Clerk, at (951) 672-6777. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.



**City of Menifee
Measure DD Oversight Committee
Meeting Minutes**

**City Hall Council Chambers
29714 Haun Road
Menifee, CA 92586**

**February 13, 2018
1:00 P.M. Meeting**

1. CALL TO ORDER

Chair Michael Cano called the meeting to order at 1:00 p.m.

2. ROLL CALL

Deputy City Clerk Jennifer Allen called roll. Present were: Brian Agner, Michael Cano, and Edward Samuelson
Absent: Arthur King Ma, Jacqueline Haas

3. FLAG SALUTE

4. PRESENTATIONS

None.

5. AGENDA APPROVAL OR MODIFICATION

None.

6. APPROVAL OF MEETING MINUTES

6.1. August 8, 2017 Regular Meeting Minutes

The Minutes of August 8, 2017 were approved unanimously by all members present.

7. DISCUSSION ITEMS

7.1. Review and Discuss Measure DD Revenue, Expenditures, and Projects to Date

Assistant City Attorney Ajit Thind gave a brief overview detailing the role and responsibility of the Oversight Committee.

Acting Assistant City Manager Jeff Wyman stated the Committee will hear presentations from the Finance, Public Works, Fire, and the Sheriff's Departments.

Finance Report - Acting Finance Manager Wendy Preece gave a brief overview on the population growth in Menifee since incorporation and reported on Measure DD revenues, budget, and expenditures through December 31, 2017.

Committee Member Agner inquired about the anticipated influx in Measure DD funds. Ms. Preece stated that the City is on track with what is budgeted and noted it is anticipated to come in a little higher than what was budgeted. Mr. Agner asked how Measure DD funds have augmented the areas that did not previously receive the funds. Mr. Wyman stated he does not have a chart that reflects those details.

Public Works Report - Senior Engineer Carlos Geronimo reported on Capital Improvement Programs (CIP) funded by Measure DD Funds such as street resurfacing projects and sidewalk projects, as well as the Scott Road Interchange project. Committee Chair Cano asked if the developer pays for the improvements. Mr. Geronimo stated that each project contributes towards their fair share of improvements. Mr. Cano stated he would like to see the Measure DD funds go towards things other than street improvements. Mr. Geronimo added that developers are conditioned to pay for specific improvements and the City also has certain maintenance responsibilities per project. Vice Chair Samuelson asked if developers pay development impact fees (DIF). Mr. Geronimo stated each project is required to contribute towards DIF. Mr. Wyman added that each project also contributes towards regional funds such as Western Riverside Council of Governments (WRCOG) which then divvies monies between the various cities' improvement projects.

Fire Report - Fire Division Chief Geoff Pemberton presented the report highlighting where Measure DD funds have been utilized. Committee Member Agner inquired about response times. Chief Pemberton stated the majority of the calls come from the Sun City Community and they are running about an average response time of five (5) minutes and that they are still looking to improve and are moving in the right direction. Committee Chair Cano inquired about the budget timeline for equipment and increases in staffing. Chief Pemberton stated that budget adjustments are discussed with the City Manager and then included in the City's budget review process.

Police Report - Captain Greg Fellows provided an overview of the total budget increases and staffing increases with the aid of Measure DD Funds. Chair Cano inquired about the police to population ratio. Captain Fellows stated the rate of law enforcement employees per 1,000 residents is currently at 0.64. The Committee reviewed and discussed the population ratio of Menifee versus nearby cities, the budget process for the Sheriff's Department, and grant opportunities to help fund various police operations. Captain Fellows stated they are contracted by the City bill for the time that officers perform work within the City limits. Mr. Fellows noted that they will share their future projections with the City Manager to be considered in the budget review process. City Manager

Armando Villa stated that a grant writer is a position he will review in the near future.

The Committee further discussed the use of federal funds for project improvements and funding for the Police substation. Mr. Geronimo stated that federal funds are used on many projects and there are specific requirements for what those funds can be used for. Mr. Wyman stated that Measure DD funds were not used on the construction of the Police substation, however, Measure DD funds can be utilized on personnel to occupy the Police substation. Mr. Wyman noted that a page on the City's website is being worked on that will identify where Measure DD funds have been allocated. He also noted that at a recent Council meeting a brief report was provided by the Public Works Department to the Council with updates on Measure DD projects.

Mr. Wyman provided a brief summary on Measure DD expenditures through December 31, 2017. Chair Cano inquired about midterm budget projections. Mr. Wyman stated the projections for 2018-2019 fiscal year will be available in late April or May of this year. Vice Chair Samuelson referenced a previous Council staff report and asked if Measure DD funds were used for the Police substation. Mr. Wyman stated again that Measure DD funds were not used for the construction of the substation. He stated that at the time the staff report was reviewed, it is possible that Measure DD funds were being considered for various projects and then later other funding sources were identified.

The Committee discussed next steps and decided on a date of April 10, 2018 at 1:00 p.m. for their next meeting.

City Manager Villa stated that the mid-year budget is going before the City Council at their next meeting and staff will have more accurate projections to present to the Oversight Committee following that meeting. The Committee stated they would like to review the appropriation of all revenues and any projected future revenues and expenditures relating to Measure DD funds. Committee Member Agner stated that the Committee needs to strategize a list of priorities that coincide with the spirit of what Measure DD funds were intended to be spent on. Chair Cano requested details of revenues received, appropriated, and proposed for past and current projects and the percentages of Measure DD funds spent on the projects in order for the Committee to make informative decisions.

Ms. Preece noted that she has a copy of the operating budget as requested by the Committee. The Committee requested a copy of the powerpoints presented at the meeting.

8. STAFF COMMENTS

None.

9. COMMITTEE MEMBER COMMENTS

Committee Member Agner commented that he believes the community would like to see Measure DD funds utilized differently than they currently are.

10. FUTURE AGENDA ITEMS

Chair Cano noted that the financial data requested will help the Committee provide clear direction and an advisory report to the City Council.

11. ADJOURNMENT

Committee Chair Cano adjourned the meeting at 2:09 p.m.

Jennifer Allen, Deputy City Clerk