

City Council Chambers  
29844 Haun Road  
Menifee, CA 92586



City of Menifee  
Quality of Life Measure  
(DD) Oversight Committee  
Meeting Agenda

Michael Cano, Chair  
Edward Samuelson, Vice Chair  
Arthur King Ma, Committee Member  
Al Powers, Committee Member  
April Smith, Committee Member

Thursday, December 9, 2021  
1:00 PM Special Meeting

## **SPECIAL AGENDA**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF MEETING MINUTES**
  - 4.1 May 18, 2021 Regular Meeting Minutes
5. **DISCUSSION ITEMS**
  - 5.1 Review the audited ending fund balance for the Quality of Life (Measure DD) Fund as of June 30, 2021, and recommend approval to City Council of the use of the fund balance for designated capital projects.
6. **ADJOURN**

### **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.*

### **Agenda Materials**

*Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, are available for public inspection by contacting Mandy Stephens, at (951) 723-3776 during normal business hours.*

### **Compliance with the Americans with Disabilities Act**

*If you need special assistance to participate in this meeting, you should contact Stephanie Roseen, Deputy City Clerk, at (951) 723-3710. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

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City of Menifee  
Quality of Life Measure  
(DD) Oversight Committee  
Meeting Minutes

Michael Cano, Chair  
Edward Samuelson, Vice Chair  
Arthur King Ma, Committee Member  
Al Powers, Committee Member  
April Smith, Committee Member



Tuesday, May 18, 2021  
3:00 PM Regular Meeting

## Minutes

### 1. CALL TO ORDER

Chair Michael Cano called the meeting to order at 3:02 p.m.

### 2. ROLL CALL

Executive Assistant Mandy Stephens called roll. Present were: Al Powers, April Smith, Edward Samuelson and Michael Cano. (Arthur King Ma joined at 3:06 p.m.)

### 3. FLAG SALUTE

Chair Cano led the flag salute.

### 4. PRESENTATIONS

There were no presentations.

### 5. PUBLIC COMMENTS

There were no public comments.

### 6. APPROVAL OF MEETING MINUTES

#### 6.1 February 24, 2021 Regular Meeting Minutes

The minutes were approved 4-0. (Committee Member Ma was not present during the approval of minutes and joined the meeting at 3:06 p.m.)

### 7. DISCUSSION ITEMS

#### 7.1 Review and Discuss 2021/2022 Proposed Quality of Life Measure (DD) Budget

- Consider forwarding a recommendation to the City Council for the Quality of Life Measure (DD) Budget

Deputy Finance Director Wendy Preece presented the Quality of Life Measure (DD) FY2021-2022 proposed budget review to the Committee. After the presentation, Chair Cano asked what sources most of the revenue was coming from. Ms. Preece explained that online sales delivered in Menifee zip codes were a large contributor to the Quality of Life Measure (DD) funds. Chair Cano asked if it was possible to get a breakdown of different types of businesses that contribute to the Measure's funds. Ms. Preece said she can ask the consulting company (HDL) for a breakdown report.

Assistant City Manager Jeff Wyman explained the rebranding of the Measure to give it a more appropriate name that encapsulates the meaning of the Measure. Quality of Life Measure was the chosen name as the purpose of these funds is designed to improve the quality of life for residents.

Principal Engineer Carlos Geronimo presented the Quality of Life Measure (DD) FY2021-2022 Proposed CIP budget review. Chair Cano asked how long ago the projects were completed. Mr. Geronimo said they have been completed in the last three to four years.

Committee Member Samuelson asked how old is the neighborhood that requires the Pavement Management Program. Mr. Geronimo explained that these are very old neighborhoods that are in need of resurfacing and neighborhoods are reevaluated every five years. Committee Member Smith asked what the process is of selecting construction companies for the projects. Mr. Geronimo said the City follows an open bid process. The selected qualified company is one that meets all the public works requirements and has a competitive price. Chair Cano asked what percentage of the general fund Quality of Life Measure (DD) funds is. Ms. Preece said it was approximately 20 percent of the general fund and 11 percent of city-wide funds.

Vice Chair Samuelson made the motion to recommend to City Council to accept the FY2021/2022 proposed Quality of Life Measure (DD) budget as presented. Committee Member Ma seconded the motion. The motion passed unanimously.

AYES: Smith, Powers, Ma, Samuelson, Cano  
NOES: None

**10. STAFF COMMENTS**

There were no staff comments.

**11. COMMITTEE REPORTS/COMMENTS ON COMMITTEE ACTIVITIES**

There were not Committee reports/comments.

**12. ADJOURNMENT**

Committee Chair Cano adjourned the meeting at 3:41 p.m.

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Mandy Stephens, Executive Assistant

# CITY OF MENIFEE

SUBJECT: Measure DD FY 20/21 Budget to Actual

MEETING DATE: December 9, 2021

TO: Measure DD Oversight Committee

PREPARED BY: Wendy Preece, Deputy Finance Director

APPROVED BY: Rochelle Clayton, Assistant City Manager

## RECOMMENDED ACTION

Review the audited ending fund balance for the Quality of Life (Measure DD) Fund as of June 30, 2021, and recommend approval to City Council of the use of the fund balance for designated capital projects.

## DISCUSSION

As shown in Table 1, as of June 30, 2021, the Quality of Life (Measure DD) actual revenues were \$16,729,673, which is \$2,674,673 higher than was budgeted. The expenditures totaled \$10,771,127, which is (\$8,823,430) less than was budgeted, primarily due to capital projects not being completed last fiscal year and the budget was rolled over to be used in the current year.

**Table 1.**

Quality of Life Revenue Budget			
	<u>Adjusted FY20/21</u>	<u>Actuals</u>	<u>Over/(Under)</u>
<u>Department</u>	<u>Budget</u>	<u>FY 20/21</u>	<u>Budget</u>
Sales Tax	\$14,000,000	\$16,724,722	\$2,724,722
Interest Earnings	55,000	4,951	(50,049)
<b>Measure DD FY 20/21 Budget:</b>	<b>\$14,055,000</b>	<b>\$16,729,673</b>	<b>\$2,674,673</b>
Quality of Life Expenditure Budget			
	<u>Adjusted FY20/21</u>	<u>Actuals</u>	<u>Over/(Under)</u>
<u>Department</u>	<u>Budget</u>	<u>FY 20/21</u>	<u>Budget</u>
Menifee Police Department	\$5,274,180	\$4,906,555	(\$367,625)
Fire Department	4,911,862	4,659,058	(252,804)
Code Enforcement	302,396	263,112	(39,284)
Capital Projects (CIP)	9,106,119	942,402	(8,163,717)
<b>Measure DD FY 20/21 Budget:</b>	<b>\$19,594,557</b>	<b>\$10,771,127</b>	<b>(\$8,823,430)</b>

As shown in Table 2, the ending audited fund balance for the Quality of Life (Measure DD) Fund as of June 30, 2021, is \$11,671,621. Of this total, \$7,138,216 was for ongoing capital projects

and was rolled over into current FY 21/22; \$826,480 was assigned for encumbrances; \$671,614 is assigned for the Holland Overpass; and \$223,872 is assigned for the Bradley Bridge, leaving \$2,811,438 as Unassigned Fund Balance.

**Table 2.**

<b>Beginning Fund Balance</b>	<b>\$ 5,713,075</b>
Transaction Tax Revenue Received	16,724,722
Interest Earnings Revenue Received	4,951
<b>Total Revenue</b>	<b>\$ 16,729,673</b>
<b>TOTAL MEASURE DD FUNDS:</b>	<b>\$ 22,442,748</b>
Code Enforcement Expenditures	\$ 263,112
CalFire Expenditures	4,659,058
Menifee Police Expenditures	4,906,555
Capital Projects Expenditures	942,402
<b>Total Expenditures</b>	<b>\$ 10,771,127</b>
<b>Audited Ending Fund Balance</b>	<b>\$ 11,671,621</b>
<b>TOTAL USES OF FUND BALANCE:</b>	
Capital Project Budgets Rolled to FY 21/22	\$ 7,138,216
Assigned for Encumbrances	826,480
Assigned Holland Road Overpass	671,614
Assigned Bradley Bridget	223,872
	<b>\$ 8,860,182</b>
<b>SURPLUS FUND BALANCE:</b>	<b>\$ 2,811,438</b>

Below in Table 3 is staff's proposed use of the fund balance from the Quality of Life (Measure DD) fund.

**Table 3.**

Quality of Life Proposed Use of Surplus Fund Balance	
Newport Road Safety Median Design	\$ 800,000
Fire Station #5 Expansion	1,300,000
Fire Station #68 Remodel	70,000
GoetzRoad/Vista Way Traffic Signal Design, Environmental and Righ-of-Way Acquisition	500,000
PMP Romoland South Grid	60,000
<b>TOTAL:</b>	<b>\$ 2,730,000</b>

Staff will provide a presentation at the meeting to include more information about the projects.

## **FISCAL IMPACT**

If the Quality of Life (Measure DD) Committee recommends approval to the City Council of the proposed use of fund balance, and City Council adopts the recommended use of fund balance, the new budget amounts for the capital projects listed in table 3 will be posted into the City's reflected in the adjusted budget.

## **ATTACHMENTS**

None.