

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
Al Powers, Committee Member
April Smith, Committee Member
Vacant, Committee Member

Thursday, February 17, 2022
2:00 PM Special Meeting

SPECIAL AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MEETING MINUTES
 - 4.1 December 9, 2021 Special Meeting Minutes
5. DISCUSSION ITEMS
 - 5.1 Receive an update on Capital Improvement Projects and Status (no report attached).
 - 5.2 Quality of Life (Measure DD) Mid-Year Budget Update

Recommended Action:

Review the recommended mid-year Budget Adjustments and recommend approval to City Council at its meeting on March 2, 2022.

6. 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.

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.

City Hall Council Chambers
29844 Haun Road
Menifee, CA 92586



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

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

Minutes

1. CALL TO ORDER

Chair Michael Cano called the meeting to order at 1:01 p.m.

2. ROLL CALL

Present: Al Powers, April Smith, Edward Samuelson and Michael Cano.
Absent: Arthur King Ma

3. PLEDGE OF ALLEGIANCE

Chair Cano led the flag salute.

4. APPROVAL OF MEETING MINUTES

4.1 May 18, 2021 Regular Meeting Minutes

The minutes were approved 4-0-1 (Committee Member Ma absent) with no modifications.

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 surplus fund balance for designated capital projects.

Deputy Finance Director Wendy Preece presented the fund balance to the committee and provided an updated staff report and PowerPoint with updated numbers that were not included in the staff report. Public Works Director Nick Fidler presented the projects the funds are planned to be used on.

Committee member Powers asked if the Quality of Life (Measure DD) funds are used towards the proposed amphitheater. Ms. Preece said no.

Chair Cano asked about receiving grants for projects. Principal Engineer Carlos Geronimo said the City had submitted applications but has not been successful in receiving funds. Mr. Fidler added that grants are competitive and have limited

funding sources. He said there is a call for grants every two years and they would apply again at that time. Chair Cano asked if federal grants were the only option. Mr. Fidler said federal grants are the best opportunity. He said he will continue to seek grants but at this time would like to move forward with Quality of Life (Measure DD) funds.

City Manager Armando Villa informed the committee that there had been a change to the requests made in the presentation. He requested that they consider giving \$1.3 million in funding to fire station five and to move the Newport Road median project and the Goetz Road/Vista Way project to mid-year consideration. Mr. Fidler explained that the expansion of fire station five would assist in meeting the needs of the community as it would have a larger living area and sleeping quarters to house more staff. Committee member Smith asked where fire station five is located, Mr. Fidler said it was on the south end of Quail Valley. Committee member Powers asked why the entire \$1.5 million surplus could not be used for fire station five. Ms. Preece said that some of those funds were allocated to other projects.

Ms. Preece clarified that the following would be proposed:

\$1.3 million for fire station five
\$70,000 for fire station 68 remodel
\$184,177 for PMP Romoland south grid

ACTION

1. Approved the use of surplus fund balance for designated capital projects and made the recommendation to City Council.

MOVER: Ed Samuelson

SECONDER: Al Powers

AYES: Smith, Powers, Samuelson, Cano

NAYS: None

ABSENT: Ma

6. ADJOURNMENT

Committee Chair Cano adjourned the meeting at 1:49 p.m.

Mandy Stephens, Executive Assistant

CITY OF MENIFEE

SUBJECT: Quality of Life (Measure DD) Mid-Year Budget Update

MEETING DATE: February 17, 2022

TO: Quality of Life (Measure DD) Oversight Committee

PREPARED BY: Wendy Preece, Deputy Finance Director

REVIEWED BY: Rochelle Clayton, Deputy City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

Review the recommended mid-year budget adjustments and recommend approval to City Council at its meeting on March 2, 2022.

DISCUSSION

On May 18, 2021, the Quality of Life (Measure DD) Oversight Committee (Committee) recommended to the City Council a Fiscal Year 2021-2022 Quality of Life (Measure DD) budget of \$14,949,820. On June 2, 2021 the City Council approved that recommendation with the adoption of the Fiscal Year 2021-2022 annual budget. This included funding for the Menifee Police Department, the Fire Department contract, the Code Enforcement Department, and multiple capital improvement projects (CIP).

Council later approved budget carryovers from Fiscal Year 2020-2021 for ongoing items that were or are still in-process. The adopted Fiscal Year 2021-2022 adjusted budget with carryovers and additional Budget Appropriation Resolutions (BARs) presented to the Quality of Life (Measure DD) Committee at the December 9, 2021 committee meeting are as noted below:

TABLE 1

<u>Department</u>	<u>Adopted June 2021</u>	<u>Carried Over From FY 2020/21</u>	<u>FY 21/22 BARs</u>	<u>Adjusted FY 2021/22 Budget</u>
Menifee Police Department	\$ 6,290,089	\$ 20,601	\$ -	\$ 6,310,690
CalFire Department	374,253	252,802	-	627,055
Code Enforcement	5,171,600	-	-	5,171,600
Capital Projects (CIP)	3,113,878	6,864,813	2,811,438	12,790,129
Quality of Life FY 21/22 Budget:	\$ 14,949,820	\$ 7,138,217	\$ 2,811,438	\$ 24,899,475

After reaching the mid-point of the current fiscal year, staff has received updated revenue projections from the City's tax consultant (HdL) and reviewed expenditures, and is recommending the following increases in Measure DD revenues and expenditures for FY 21/22:

TABLE 2

REVENUES - QUALITY OF LIFE (MEASURE DD)				
Revenues	Original Budget FY 21/22	Adjusted Forecast	Increase/(Decrease) to FY 21/22 Budget	Justification
Sales & Use Transaction Tax	\$ 14,736,000	\$ 17,466,000	\$ 2,730,000	HdL Forecast
Interest Income	40,000	11,878	(28,122)	Lower Yields
TOTAL INCREASE TO REVENUES:			\$2,701,878	
EXPENDITURES - QUALITY OF LIFE (MEASURE DD)				
Description	Department	Increase to FY 21/22 Budget	Justification	
Additional Police Personnel	Police	\$ 200,200	Population Growth	
Police Equipment (<i>Vehicles and Employee Equipment</i>)	Police	1,888,459	New Personnel/Other	
Sub-Station Facility	Police	230,137	Current Lease Expires	
TOTAL INCREASE TO EXPENDITURES:		\$ 2,318,796		

Below is the fund balance status with the additional revenue and expenditures included:

TABLE 3

Beginning Fund Balance 7/1/2021	\$ 11,671,620
Less Reserves:	
Assigned for Encumbrances	\$ (1,035,742)
Assigned for Holland Road Overpass	\$ (671,614)
Assigned for Bradley Bridge	\$ (223,872)
Available Fund Balance:	\$ 9,740,392
Revenue Received to Date	\$ 6,135,004
Projected Additional Revenue	\$ 11,342,874
Total Projected FY21/22 Revenue:	\$ 17,477,878
Total Fund Balance & Revenue:	\$ 27,218,270
EXPENDITURES	
Expenditures to Date:	\$ 4,981,593
Projected Additional Expenditures:	\$ 22,236,677
Total Expenditures:	\$ 27,218,270
Projected Ending Fund Balance:	\$ (0)

Staff will be provide an update on the Capital Improvement Projects in progress as well as the proposed changes to the FY 21/22 Quality of Life (Measure DD) budget at the Committee meeting.

Staff is recommending the Committee Review the proposed mid-year budget adjustments and recommend approval to Council at its meeting on March 2, 2022.

FISCAL IMPACT

Projected impacts are as indicated in the Projected Revenue and Expenditures.

ATTACHMENTS

None.