

City Council Chambers
29844 Haun Road
Menifee, CA 92586



City of Menifee
Measure DD Oversight
Committee Meeting Agenda

Michael Cano, Chair
Edward Samuelson, Vice Chair
Brian Agner, Committee Member
Arthur King Ma, Committee Member
Nancy Randolph, Committee Member

Thursday, November 19, 2020
3:30 PM Special Meeting

AGENDA

AS A RESULT OF THE COVID-19 VIRUS, AND RESULTING ORDERS AND DIRECTION FROM THE PRESIDENT OF THE UNITED STATES, THE GOVERNOR OF THE STATE OF CALIFORNIA, AND THE RIVERSIDE COUNTY PUBLIC HEALTH DEPARTMENT, AS WELL AS THE CITY OF MENIFEE EMERGENCY DECLARATION, THE PUBLIC WILL NOT BE PERMITTED TO PHYSICALLY ATTEND THE MENIFEE MEETING TO WHICH THIS AGENDA APPLIES. YOU MAY PARTICIPATE IN THE MEETING BY:

VIDEO: <https://meetings.ringcentral.com/j/3668649023>

PHONE: (623) 404-9000, MEETING ID # 3668649023

PUBLIC COMMENTS: TO SUBMIT PUBLIC COMMENTS, EMAIL publiccomments@cityofmenifee.us

FOR MORE INFORMATION GO TO <http://cityofmenifee.us/621/Virtual-City-Clerk-Services>, OR CONTACT THE CITY CLERK DEPARTMENT AT (951) 672-6777.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **FLAG SALUTE**
4. **PRESENTATIONS** – None
5. **PUBLIC COMMENTS**
6. **APPROVAL OF MEETING MINUTES**
 - 6.1 May 7, 2020 Regular Meeting Minutes
7. **DISCUSSION ITEMS**
 - 7.1 Adams Avenue Street Improvements Phase-2, CIP 20-12
 - 7.2 Measure DD Update
 - Capital Improvement Program (CIP) Update
 - Review and Discuss Measure DD Revenue, Expenditures and Projects to Date
8. **STAFF COMMENTS**
9. **COMMITTEE REPORTS/COMMENTS ON COMMITTEE ACTIVITIES**

10. 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
Measure DD Oversight Committee
Meeting Minutes

Michael Cano, Chair
Edward Samuelson, Vice Chair
Brian Agner, Committee Member
Arthur King Ma, Committee Member
Nancy Randolph, Committee Member

Thursday May 7, 2020
2:00 PM Regular Meeting

Minutes

1. CALL TO ORDER

Chair Michael Cano called the meeting to order at 2:10 p.m.

2. ROLL CALL

Executive Assistant Mandy Stephens called roll. Present were: Brian Agner, Arthur King Ma, Nancy Randolph, Edward Samuelson and Michael Cano.

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 11, 2020 Regular Meeting Minutes

The minutes were approved unanimously.

7. DISCUSSION ITEMS

7.1 Review and Discuss 2020/2021 Proposed Measure DD Budget

- Consider forwarding a recommendation to the City Council for Measure DD Budget.

Assistant City Manager Jeff Wyman introduced the PowerPoint presentation for Measure DD Budget Review Fiscal Year 2020/2021 Proposed Budget. Deputy Finance Director Wendy Preece presented the proposed budget to the Committee. The total proposed expenditure budget was for \$10,297,000 and was presented

as a balanced budget. City Manager Armando Villa stated that the medic truck listed would be a second unit for the Southern/Eastern area of the City. Ms. Preece added that the first medic truck was included in the 2018/2019 budget for Station 7. Committee Member Ma asked if there would be new staff hired for the second medic truck and Ms. Preece said it would not be in fiscal year 2020/2021 as it is a phase in approach where it takes a year to purchase the medic truck before staff would be needed.

Principal Engineer Carlos Geronimo completed the second portion of the presentation with Measure DD CIP Budget Review Fiscal Year 2020/2021 Proposed Budget.

Committee Member Agner asked for clarification on the breakdown for the proposed budget for Menifee Police Department's Volunteer program and operational costs. Police Chief Pat Walsh said they would be rebranding Menifee Crime Watch and the costs would include, uniform, equipment and training. He also stated that when the program was under Riverside Sheriff's Office, the same type of expenses would cost \$50,000.

Committee Member Agner asked if there was a plan B if there is a shortfall in the budget because of COVID 19. Ms. Preece said there is \$1.5 million in fund balance which is being reserved. Mr. Villa said he would come back to the Committee at midyear, once we know how COVID 19 has impacted the economy. At that time the City would ask to use some of the fund balance reserves.

Chair Cano asked if there is a time line to receiving funds. Ms. Preece said the City receives sales tax every month. As of February 2020, the year to date amount received is \$7.9M. The final payment for fiscal year 2019/2020 will be received by August 2020.

Chair Cano asked if there were other ways of getting funding from wither County, State of Federal levels. Mr. Villa said the City has been knocking on doors of all levels of government. Some of the funding has been given to larger cities and 452 smaller cities are seeing a funding gap. Mr. Villa explained that all Southern California cities in total are seeing a \$7 billion shortfall. Because of the stay at home order, there is not as much revenue coming in.

The Committee recommended to the City Council to approve the Measure DD FY20-21 budget with the following vote:

AYES: Randolph, Ma, Agner, Samuelson, Cano
NOES: None

8. STAFF COMMENTS

Mr. Villa informed the Committee that at the last City Council meeting the petition to repeal Measure DD was accepted by the Registrar of Voters. He said the City would be presenting the fiscal impact of losing Measure DD to City Council on May 14, 2020. Mr. Villa explained that Measure DD helps to fund Public Safety, Fire and infrastructure and that if the repeal measure is passed, it will make an impact on making those things happen.

9. COMMITTEE MEMBER COMMENTS

There were no Committee comments.

10. ADJOURNMENT

Committee Chair Cano adjourned the meeting at 2:54 p.m.

Mandy Stephens, Executive Assistant



CITY OF MENIFEE

SUBJECT: Adams Avenue Street Improvements Phase-2, CIP 20-12
MEETING DATE: November 19, 2020
TO: Measure DD Oversight Committee
PREPARED BY: Carlos Geronimo, Principal Engineer
APPROVED BY: Jeff Wyman, Assistant City Manager

RECOMMENDED ACTION

1. Approve staff recommendation to City Council for approval of a re-allocation of \$193,114.20 savings in Measure DD funds from the School Sidewalk Missing Links project, CIP 18-05, to Adams Avenue Phase 2 project, CIP 20-12.

DISCUSSION

Adams Avenue Phase 2 Project, CIP 20-12:

The Adams Avenue Phase 2 project is a continuation of the improvements completed in 2018 under Phase 1. The project provides sidewalk connectivity for students attending Romoland Elementary School, located on Antelope Road. The project is located in the center of the Romoland “North Grid” neighborhood, a disadvantaged community that lacks infrastructure throughout the entire area. Adams Avenue leads directly to the Romoland Elementary School and a private school located inside a church on 3rd Street.

The project improvements consist of widening the existing road and dirt shoulder to include concrete curb, gutter, sidewalk, ADA pedestrian ramps, and residential driveway approaches. The road will be re-stripped with high visibility crosswalks and install appropriate pedestrian signage. The length of the project is approximately 1,600 linear feet.

The project was advertised for construction and on October 14, 2020, a total of nine (9) bids were received. The lowest bid from LC Paving & Sealing, Inc for \$821,462.20 was determined to meet all of the requirements of the contract documents for responsiveness and responsibility. Therefore, staff will recommend City Council to award the project to LC Paving & Sealing Inc. at the upcoming December 2, 2020 Council Meeting.

The table below shows the construction costs for this project:

Construction Contract:	\$821,463.20
Construction Contingency:	\$82,146.00

Consultant Labor Compliance:	\$14,280.00
Construction Management/Inspection	\$15,000.00
Materials Testing/Geotechnical	\$13,200.00
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Total Construction Cost:	\$946,089.20

However, based on the current project funding (CIP 20-12), staff has identified a funding gap of approximately \$193,114.20, including all required inspections and contingencies. To prevent any delays in moving forward with the project, staff has reviewed other existing funding available to cover the funding gap, and identified the School Sidewalk Missing Link Project, recently completed, has sufficient remaining unused funds. City staff has identified \$228,090 in Measure DD fund savings under account 105-4555-58063 from the School Sidewalk Missing Links projects, CIP 18-05.

Staff recommends the Measure DD Oversight Committee approve a recommendation to the City Council for approval of a re-allocation of \$193,114.20 in Measure DD fund savings from the School Sidewalk Missing Links projects, CIP 18-05, to cover the funding gap for the Adams Avenue Phase 2 project for the following reasons:

- The Adams Avenue Phase 2 project is a “safe routes to school” project and meets the scope and objective of the School Sidewalk Missing Links program.
- The Adams Avenue Phase 2 project is consistent with the purpose and use of Measure DD funds

School Sidewalk Missing Links Program Background:

In 2018, the City created the “School Sidewalk Missing Links Program” to identify sidewalk gaps around school areas and construct those facilities in order to provide safe access for students to walk to their schools. The program was funded exclusively from Measure DD funds. Since its inception, the program has completed the following projects:

- Holland Road Missing Sidewalks at Southshore Elementary School
- Garbani Road Missing Sidewalks at Menifee Elementary School
- Menifee Road Missing Sidewalks at Freedom Crest Elementary School
- Sherman Road Missing Sidewalks at Hans Christensen Middle School
- McCall Boulevard Missing Sidewalks at Boulder Ridge Middle School from Menifee Rd to Junipero Road.
- McCall Boulevard Missing Sidewalks at Boulder Ridge Middle School from Junipero Road to Woodside Way.

Other sidewalk projects identified in the program were not constructed because those projects were already conditioned to be constructed by private developments. As of November 2020, the School Sidewalk Missing Link Program is officially complete. The various projects listed

above have been completed over several years, with the McCall Boulevard Missing Sidewalk at Boulders Ridge Middle School from Juniper Road to Woodside Way, being the most recently completed project. All outstanding invoicing for this project has been fully paid.

FISCAL IMPACT

There is no additional fiscal impact to FY20/21 CIP Program budget, resulting from the recommended re-allocation/repurposing of the unused funds from CIP 18-05 to CIP 20-12, as these funds are already appropriated through the FY20/21 budget adoption and budget carry-over process. The table below summarizes the recommended Funding Summary for CIP 20-12 and respective account transfer from CIP 18-05:

Description	Account #	Available	Transfers In	Total
CDBG: Adams Ave. Improvements-Phase II	481-1920-58096	\$254,072.00		\$254,072.00
CDBG: Adams Ave. Improvements-Phase II	481-2021-58096	\$219,473.00		\$219,473.00
Gas Tax: Adams Ave. Improvements-Phase 2	200-4555-58096	\$229,430.00	\$50,000.00	\$279,430.00
Measure DD: from School Sidewalk Missing Links. Account: 105-4555- 58063			\$193,114.20	\$193,114.20
TOTAL		\$702,975.00	\$243,114.20	\$946,089.20



CITY OF MENIFEE

SUBJECT: Measure DD Update
MEETING DATE: November 19, 2020
TO: Measure DD Oversight Committee
PREPARED BY: Rochelle Clayton, Deputy City Manager
APPROVED BY: Jeff Wyman, Assistant City Manager

RECOMMENDED ACTION

Receive and file.

DISCUSSION

On June 3, 2020 the City Council approved the Fiscal Year 2020-2021 annual budget that included Measure DD funding. Council later approved budget carryovers from Fiscal Year 2019-2020 for ongoing items that were approved last fiscal year and in-process. Below are the adopted and adjusted budgets as well as the status of Measure DD funds.

Measure DD Expenditure Budget			
<u>Department</u>	<u>Adopted June 2020</u>	<u>Carried Over From FY2019/20</u>	<u>Adjusted FY20/21 Budget</u>
Menifee Police Department	\$4,331,254	\$942,926	\$5,274,180
Fire Department	\$3,603,950	1,307,912	4,911,862
Code Enforcement	\$302,396	0	302,396
Capital Projects (CIP)	\$2,059,400	1,038,908	3,098,308
Measure DD FY 20/21 Budget:	\$10,297,000	\$3,289,746	\$13,586,746

Measure DD Revenue Budget			
<u>Department</u>	<u>Adopted June 2020</u>	<u>Carried Over From FY2019/20</u>	<u>Adjusted FY20/21 Budget</u>
Sales Tax	\$10,297,000	\$0	\$10,297,000
Interest Earnings	\$70,000	0	\$70,000
Measure DD FY 20/21 Budget:	\$10,367,000	\$0	\$10,367,000

NET CHANGE IN FUND BALANCE **(\$3,219,746)**

Below is the fund balance status:

Beginning Fund Balance	\$5,713,075
Revenue Received	\$973,558
Projected Additional Revenue	9,393,442
Total Revenue	\$10,367,000
Expenditures to Date	\$1,019,438
Projected Additional Expenditures	12,567,308
Total Expenditures	\$13,586,746
Projected Ending Fund Balance	\$2,493,329

FISCAL IMPACT

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

ATTACHMENTS