

CITY OF WILDOMAR
MEASURE Z OVERSIGHT ADVISORY COMMITTEE
AGENDA

6:30 P.M. – REGULAR MEETING

August 27, 2020

Pursuant to Governor Newsom's Executive Orders N-25-20 and N-29-20, the Measure Z Oversight Advisory Committee will be conducted electronically via video and teleconferencing.



Steve Regalado, Chair
Shelley Hitchcock, Vice Chair
Christopher Pselos, Committee Member
Timothy Underdown, Committee Member
Sheila Urlaub, Committee Member

Gary Nordquist
City Manager

Janet Morales
Acting City Clerk

The Measure Z Oversight Advisory Committee will be held electronically via video and teleconferencing pursuant to the provisions of the Governor's Executive Order N-29-20

The City of Wildomar encourages your participation in the meeting; however, in order to minimize the spread of the COVID-19 virus, this meeting is being conducted utilizing video and teleconferencing. The City Council Chambers will not be open to the public. The public may view and participate in the meeting via ZOOM video or teleconferencing.

Instructions for Electronic Participation

If you would like to make a public comment and/or a comment on a specific agenda item, please follow the following instructions:

1. Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.
2. Log in or call into ZOOM via desktop/laptop, smartphone or telephone. You must download the ZOOM app to access the link from an Apple smartphone.

Join Zoom Meeting

<https://us02web.zoom.us/j/82849262697>

OR

Dial in:

+1 669 900 6833 US

Meeting ID: 828 4926 2697

Please Note: During the meeting all participants video will be turned off during the entire meeting and you will be placed on Mute by the host. You will not be able to mute or unmute your lines manually. The host will unmute your line when you are called to speak.

3. During Public Comment not on the Agenda and after each Agenda Item, the Chair will announce Public Comment. If you would like to speak, please raise your hand virtually to be placed in the queue. When your name or the last 3 digits of your phone number are called, the host will unmute you. Public Comments will be limited to 3 minutes or such other time as the Committee may provide.

Directions to virtually raise hand on a DESKTOP/LAPTOP:

- Click on the “**Participants**” button on the bottom of the screen.
- A list of participants will appear on the right side of the screen. At the bottom of the list, please click on the grey “**Raise Hand**” button.

Directions to virtually raise hand on a SMARTPHONE:

- Click on the “**Participants**” button on the bottom of your screen.
- A new screen will pop up with the list of participants. Look for the “**Raise Hand**” button on the screen and click the button.

Directions to virtually raise hand on a TELEPHONE line only:

- **Dial *9** on your keypad to signal that you would like to comment.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk’s Office at 951-677-7751 x210.

The City of Wildomar thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

ADDITIONS/DELETIONS: Items of business may be added to the agenda upon a motion adopted by a minimum 2/3 vote finding that there is a need to take immediate action and that the need for action came to the attention of the City subsequent to the agenda being posted. Items may be deleted from the agenda upon request of staff or upon action of the Committee.

CONSENT CALENDAR: Consent Calendar items will be acted on by one roll call vote unless Committee Members, Staff, or the public request the item be discussed and/or removed from the Consent Calendar for separate action.

CALL TO ORDER –REGULAR SESSION - 6:30 P.M.

ROLL CALL

FLAG SALUTE

PUBLIC COMMENTS

This is the time when the Committee receives general public comments regarding any items or matters within the jurisdiction of the Committee that do not appear on the agenda.

APPROVAL OF THE AGENDA AS PRESENTED

The Committee to approve the agenda as it is herein presented, or, if it the desire of the Committee, the agenda can be reordered at this time.

1.0 CONSENT CALENDAR

1.1 Minutes – June 11, 2020 Adjourned Regular Meeting

RECOMMENDATION: Staff recommends that the Committee approve the Minutes as submitted.

2.0 GENERAL BUSINESS

2.1 FY 2019-20 Fourth Quarter Financial Report

RECOMMENDATION: Staff recommends the Committee receive and file the FY 2019-20 Fourth Quarter Financial Report.

2.2 Establishment of a Measure Z 19/20 Annual Report Subcommittee

RECOMMENDATION: Staff recommends the Committee select and approve two Measure Z Oversight Advisory Committee members to serve on a temporary subcommittee for the purpose of providing guidance to staff in drafting a Measure Z Annual Report for fiscal year 19/20.

PARKS MANAGER REPORT

FUTURE AGENDA ITEMS

ADJOURNMENT

REPORTS: All agenda items and reports are available for review at City Hall, 23873 Clinton Keith Road and on the City's website at the following address: http://www.cityofwildomar.org/government/agendas___minutes. Any writings or documents provided to a majority of the Committee regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available by appointment for public inspection at City Hall during regular business hours.

If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

Any person that requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting, may request such modification, accommodation, aid or service by contacting the City Clerk either in person or by phone at 951-677-7751.

I, Janet Morales, Wildomar Acting City Clerk, do certify that within 72 hours of the meeting, a true and correct copy of this agenda was posted at Wildomar City Hall, 23873 Clinton Keith Road and on the City's website at www.cityofwildomar.org.



Janet Morales
Acting City Clerk

**CITY OF WILDOMAR
MEASURE Z OVERSIGHT ADVISORY COMMITTEE
ADJOURNED REGULAR MEETING MINUTES
JUNE 11, 2020**

CALL TO ORDER – ADJOURNED REGULAR SESSION - 6:30 P.M.

The Adjourned Regular session of June 11, 2020 of the Measure Z Oversight Advisory Committee was conducted electronically pursuant to the provisions of Governor's Executive Orders N-25-20 and N-29-20 and was called to order by Chair Regalado at 6:30 p.m.

Committee Member Roll Call showed the following:

Members in attendance: Hitchcock, Pselos, Underdown, Urlaub, Chair Regalado

Members absent: None

Staff in attendance: Assistant City Manager York, Acting City Clerk Morales, Administrative Services Director Riley, Finance Manager Howell, Parks, Community Services and Cemetery District Manager Torres, Intern II Luna and Community and Emergency Services Specialist Chapman.

The flag salute was led by Chair Regalado.

APPOINTMENT OF CHAIR AND VICE CHAIR

A MOTION was made by Member Urlaub, seconded by Member Underdown, to appoint Member Hitchcock as the Vice Chair to serve through February 2021.

MOTION carried, 5-0:

AYES: Hitchcock, Pselos, Underdown, Urlaub, Chair Regalado

NOES: None

ABSTAIN: None

ABSENT: None

A MOTION was made by Member Urlaub, seconded by Vice Chair Hitchcock, to appoint Chair Regalado as the Chair to serve through February 2021.

MOTION carried, 5-0:

AYES: Pselos, Underdown, Urlaub, Vice Chair Hitchcock, Chair Regalado

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE AGENDA AS PRESENTED

A MOTION was made by Vice Chair Hitchcock, seconded by Member Pselos, to approve the agenda as presented.

MOTION carried, 5-0:

AYES: Pselos, Underdown, Urlaub, Vice Chair Hitchcock, Chair Regalado

NOES: None

ABSTAIN: None

ABSENT: None

1.0 CONSENT CALENDAR

A MOTION was made by Member Underdown, seconded by Member Urlaub, to approve the consent calendar.

MOTION carried, 5-0:

AYES: Pselos, Underdown, Urlaub, Vice Chair Hitchcock, Chair Regalado

NOES: None

ABSTAIN: None

ABSENT: None

1.1 Minutes – February 27, 2020 Regular Meeting

Approved the Minutes as submitted.

2.0 GENERAL BUSINESS

2.1 FY 2019-20 Third Quarter Financial Report

Chair Regalado read the title.

Finance Manager Howell presented the staff report.

It was the consensus of the Committee to receive and file the FY 2019-20 Third Quarter Financial Report.

2.2 Draft Annual Report Review- FY 2018-19

Chair Regalado read the title.

Community Services and Cemetery District Manager Torres presented the staff report.

A MOTION was made by Member Underdown, seconded by Vice Chair Hitchcock to approve the Annual Report for submittal to the City Council.

MOTION carried, 5-0:

AYES: Pselos, Underdown, Urlaub, Vice Chair Hitchcock, Chair Regalado

NOES: None

ABSTAIN: None

ABSENT: None

PARKS MANAGER REPORT

Community Services and Cemetery District Manager Torres presented the report.

FUTURE AGENDA ITEMS

There were no future agenda items.

ADJOURNMENT

There being no further business, Chair Regalado declared the meeting adjourned at 6:56 p.m.

Submitted by:

Approved by:

Janet Morales
Acting City Clerk

Steve Regalado
Chair

Measure Z Oversight Advisory Committee
Agenda Item #2.1
GENERAL BUSINESS
Meeting Date: August 27, 2020

TO: Chairman and Committee Members

FROM: Robert (Bob) Howell, Finance Manager

SUBJECT: FY 2019-20 Fourth Quarter Financial Report

STAFF REPORT

RECOMMENDATION:

Staff recommends the Committee receive and file the FY 2019-20 Fourth Quarter Financial Report.

DISCUSSION:

In accordance with the reporting requirements of Measure Z, Staff is pleased to present the Fourth Quarter FY 2019-20 Financial Report (April 1, 2020 through June 30, 2020). This report also serves as the preliminary final budget report for FY 2019-20. The City has begun its year-end audit process and will be thoroughly reviewing the financial activities of the fund. Any adjustments to the preliminary final report will be reflected on the final detailed report and the Measure Z Annual Report from the City's auditors.

The fund's annual budgeted revenues of \$400,100 comes mostly from the annual tax assessment of \$28.00 per parcel, which is budgeted at \$375,000. Most of these revenues are received in two installments during the fiscal year (January and May). As such, the City received \$142,237, or 38% of the tax assessment revenues during the fourth quarter reporting period (May 2020). An additional \$7,911 in FY 2019-20 tax assessments has been received so far since July 1st and will be included in the FY 2019-20 revenue accounts. Due to the COVID-19 Pandemic the City did not receive any special event or park rental revenues during the reporting period. As of June 30, 2020, Measure Z total actual revenues are \$363,482, which is \$36,618, or 9% less than the annual budget of \$400,100.

The expenditures for the fourth quarter were \$99,061, or 18% of the adjusted \$539,400 FY 2019-20 budget. This is a decrease of \$38,636 as compared to the same fiscal reporting period from FY 2018-19. The decrease between the fiscal quarters can be attributed to work completed on Marna O'Brien Park in the fourth quarter of FY 2018-19 and the stabilization of the maintenance and security costs at the parks.

Overall, \$363,316 or 67% of the fiscal year's budget has been spent. Most of the expenditures have been for on-going maintenance and utilities at the City parks.

The parks have experienced an increase in maintenance costs, such as janitorial and power washing, due to the COVID-19 Pandemic. These costs have not been placed in the Measure Z fund, but rather in another fund for which the City is utilizing to track the Pandemic costs and is seeking reimbursement from federal and state sources.

FISCAL IMPACT:

No Change from Approved budgets

Submitted by
Robert Howell
Finance Manager

Approved by:
Gary Nordquist
City Manager

ATTACHMENTS:

Financial Reports 4/1/2020-6/30/2020

Attachment

Measure Z – Parks

Financial Reports

4/1/2020-6/30/2020

City of Wildomar
Comparative Balance Sheet
For the Periods Ended June 30, 2019 and June 30, 2020

Fund 255 - Measure Z Parks

	Audited	Unaudited
	June 30, 2019	June 30, 2020
Assets		
Cash	\$ 251,454	\$ 260,243
Accounts Receivable	500	-
Special Assessment Tax Receivable (See Note)	20,296	7,915
Prepaid Expense	1,500	-
Total Assets	\$ 273,750	\$ 268,158
Liabilities		
Accounts Payable	\$ 21,982	\$ 20,904
Accrued Payroll & Benefits	3,351	2,180
Unearned Revenue	7,693	3,833
Total Liabilities	33,026	26,918
Operating		
Year-to-date Revenues	381,802	363,482
Year-to-date Expenditures	393,027	363,316
Encumbrances	42,123	21,493
Excess (Deficiency) of Revenues over Expenditures	(53,348)	(21,327)
Fund Balance		
Estimated Restricted Fund Balance	240,724	241,241
Total Fund Balance	240,724	241,241
Total Liabilities, Operations, and Fund Balance	\$ 273,750	\$ 246,831

City of Wildomar
Statement of Revenues, Expenditures, and Changes in Fund Balance
Budget and Actual Comparison
For the Year Ending June 30, 2020

Fund 255 - Measure Z Parks

	<u>Budget</u>	<u>Actual Amounts</u>	<u>Favorable/ (Unfavorable)</u>	<u>Actuals as a % of Budget</u>
Revenues:				
Assessments	\$ 375,000	\$ 339,534	\$ (35,467)	91%
Special Events & Facility Rentals	<u>25,100</u>	<u>23,948</u>	<u>(1,152)</u>	<u>95%</u>
Total Revenues	<u>400,100</u>	<u>363,482</u>	<u>(36,618)</u>	<u>91%</u>
Expenditures:				
General Government	69,200	75,973	(6,773)	110%
Community Development	<u>470,200</u>	<u>287,343</u>	<u>182,857</u>	<u>61%</u>
Total Expenditures	<u>539,400</u>	<u>363,316</u>	<u>176,084</u>	<u>67%</u>
Net Change in Fund Balances	(139,300)	166	139,466	
Budgetary Fund Balance at July 1, 2019	<u>\$ 128,500</u>	<u>\$ 156,531</u>	<u>28,031</u>	
Budgetary Fund Balance, June 30, 2020 (Preliminary Final)	<u><u>\$ (10,800)</u></u>	<u><u>\$ 156,696</u></u>	<u><u>\$ 167,496</u></u>	

**City of Wildomar
Fiscal Year 2019-20
4th Quarter Revenue Report
April 1, 2020 to June 30, 2020**

Fund 255 - Measure Z Parks

<u>Account Number</u>	<u>Annual Budget</u>	Actuals		Year-to-Date	
		<u>4th Quarter Revenues</u>	<u>Year-to-date Revenues</u>	<u>Favorable/ (Unfavorable)</u>	<u>Percentage Received</u>
255 - Revenues					
3320 Special Event Revenue	\$ 17,500	\$ -	\$ 16,849	\$ (651)	96%
3550 Special Assessment	375,000	150,151.91	339,534	(29,867)	91%
3553 Marna O'Brien Park - Facility Rent	7,500	-	7,084	(416)	94%
3555 Windsong Park - Facility Rent	100	-	15	(85)	15%
Total Measure Z Parks	<u>\$ 400,100</u>	<u>\$ 150,152</u>	<u>\$ 363,482</u>	<u>\$ (31,018)</u>	<u>91%</u>

City of Wildomar
Fiscal Year 2020
4th Quarter Summary Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

<u>Account Number</u>	<u>Annual Budget</u>	<u>Actuals</u>		<u>Year-to-Date</u>	
		<u>4th Quarter Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Favorable/ (Unfavorable)</u>	<u>Percentage Used</u>
255-410-4610 Community Services	\$ 69,200	\$ 24,959	\$ 75,973	\$ (6,773)	110%
255-410-4611 Marna O'Brien Park	295,300	40,055	174,934	120,366	59%
255-410-4612 Heritage Park	70,900	12,345	40,736	30,164	57%
255-410-4613 Windsong Park	73,800	17,615	56,707	17,093	77%
255-410-4615 Malaga Park	30,200	4,087	14,967	15,233	50%
Total General Government	<u>\$ 539,400</u>	<u>\$ 99,061</u>	<u>\$ 363,316</u>	<u>\$ 176,084</u>	<u>67%</u>
Total Measure Z Park	<u>\$ 539,400</u>	<u>\$ 99,061</u>	<u>\$ 363,316</u>	<u>\$ 176,084</u>	<u>67%</u>

City of Wildomar
Fiscal Year 2019-20
4th Quarter Detailed Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

Account Number	Budget	Actuals		Year-to-Date	
		4th Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4610	Community Services				
255-410-4610-51001	Salaries	\$ 24,100	\$ 8,724	\$ 30,478	\$ (6,378) 126%
255-410-4610-51010	Overtime	200	\$ -	141	59 71%
255-410-4610-51100	Auto Allowance	700	\$ 193	837	(137) 120%
255-410-4610-51105	Cell Phone Allowance	400	\$ 53	257	143 64%
255-410-4610-51107	Internet Allowance	100	\$ 23	113	(13) 113%
255-410-4610-51150	PERS Retirement	5,100	\$ 1,259	4,823	277 95%
255-410-4610-51160	Medicare	500	\$ 127	449	51 90%
255-410-4610-51162	FUI	-	\$ -	15	(15) 0%
255-410-4610-51164	SUI	-	\$ -	56	(56) 0%
255-410-4610-51200	Medical Ins.	5,400	\$ 930	4,557	843 84%
255-410-4610-51201	Dental Ins.	800	\$ 147	689	111 86%
255-410-4610-51202	Vision Ins.	500	\$ 28	130	370 26%
255-410-4610-51204	Life Ins.	-	\$ -	-	- 0%
255-410-4610-51208	Other Ins Premium	600	\$ 112	596	4 99%
255-410-4610-51210	Retirement RHS	2,100	\$ 202	2,069	31 99%
255-410-4610-52012	Departmental Supplies	-	\$ -	-	- 0%
255-410-4610-52016	Reproduction	-	\$ -	-	- 0%
255-410-4610-52020	Legal Notices	-	\$ 595	595	(595) 0%
255-410-4610-52100	Memberships/Dues	200	\$ -	-	200 0%
255-410-4610-52113	Travel	-	\$ -	-	- 0%
255-410-4610-52115	Contractual Services	26,000	\$ 12,391	28,430	(2,430) 109%
Vendor #: 000072 INTERWEST CONSULTING GROUP			\$ 2,291	18,330	
Vendor #: 001418 WEBB MUNICIPAL FINANCE, LLC			\$ 5,100	5,100	
Vendor #: 000987 TEAMAN, RAMIREZ & SMITH INC, (TRS)			\$ 5,000	5,000	
Total Detailed Expenditures			\$ 12,391	28,430	
255-410-4610-52116	Professional Services	500	\$ -	320	180 0%
Vendor #: 001309 BOWEN, CHRISTY LYNN			\$ -	320	
Total Detailed Expenditures			\$ -	320	
255-410-4610-52117	Legal Services	2,000	\$ 175	1,418	582 0%
Vendor #: 000080 BURKE, WILLIAMS AND SORENSON,, LLP			\$ 175	1,418	
Total Detailed Expenditures			\$ 175	1,418	
Total Community Services		\$ 69,200	\$ 24,959	\$ 75,973	

City of Wildomar
Fiscal Year 2019-20
4th Quarter Detailed Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

Account Number	Budget	Actuals		Year-to-Date	
		4th Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4611	Marna O'Brien Park				
255-410-4611-51010	Overtime	\$ 1,300	\$ 205	\$ 1,399	\$ (99) 108%
255-410-4611-51160	Medicare	100	3	19	81 19%
255-410-4611-52010	Office Supplies	-	-	-	- 0%
255-410-4611-52012	Departmental Supplies	12,000	1,396	8,624	3,376 72%
Vendor #: 000088 ACE HARDWARE			\$ 14	142	
Vendor #: 001444 SHELL OIL			\$ -	175	
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANCI			\$ -	871	
Vendor #: 000166 THE HOME DEPOT			\$ -	20	
Vendor #: 000075 DOGGIE WALK BAGS, INC.			\$ -	375	
Vendor #: 000240 ALWAYS RELIABLE BACKFLOW			\$ -	130	
Vendor #: 000868 TREETOPPRODUCTS.COMO			\$ -	463	
Vendor #: 000406 COSTCO			\$ -	36	
Vendor #: 000493 COAST RECREATION, INC.			\$ 1,239	1,713	
Vendor #: 000378 TEMECULA VALLEY PIPE & SUPPLY			\$ -	382	
Vendor #: 000367 CINTAS CORPORATION			\$ -	330	
Vendor #: 001500 THE HABIT BURGER & GRILL			\$ -	75	
Vendor #: 000135 AMAZON MARKETPLACE			\$ -	276	
Vendor #: 000360 SUNNYBUNNYEASTEREGGS.COM			\$ -	2,147	
Vendor #: 000791 NVB PLAYGROUND DBA, AAA STATE OF PLAY			\$ -	1,346	
Vendor #: 000800 DAVE BANG ASSOC., INC OF CA			\$ 142	142	
Total Detailed Expenditures			\$ 1,396	8,624	
255-410-4611-52016	Reproduction	-	\$ -	-	- 0%
255-410-4611-52113	Travel	-	\$ -	-	- 0%
255-410-4611-52115	Contractual Services	191,600	26,468	80,155	111,445 42%
Vendor #: 001005 PEOPLEREADY INC			\$ -	1,077	
Vendor #: 000026 PROTECTION RESCUE SECURITY, SERVICES			\$ -	-	
Vendor #: 001337 MPS SECURITY			\$ 4,878	15,290	
Vendor #: 000219 WESTERN FIRE CO., INC.			\$ -	-	
Vendor #: 000897 SOUTHWEST PEST			\$ -	305	
Vendor #: 001262 PEST OPTIONS INC			\$ 1,990	3,465	
Vendor #: 001467 GOLDEN TOUCH CLEANING, SOLUTIONS, INC			\$ 9,744	16,293	
Vendor #: 000042 PV MAINTENANCE, INC.			\$ -	-	
Vendor #: 001374 ASAP SERVICES			\$ -	250	
Vendor #: 001379 AMERICAN MEDICAL RESPONSE			\$ -	-	
Vendor #: 001338 DEANZA TERMITE & PEST CONTROL, INC			\$ -	-	
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANCI			\$ -	5,129	
Vendor #: 000677 OLDCASTLE PRECAST INC			\$ -	-	
Vendor #: 001258 SUNBELT RENTALS, INC.			\$ -	-	
Vendor #: 001508 TURBOSCAPE, INC			\$ -	5,520	
Vendor #: 000072 INTERWEST CONSULTING GROUP			\$ -	700	
Vendor #: 000499 INLAND EMPIRE LANDSCAPE INC			\$ 9,856	32,126	
Total Detailed Expenditures			\$ 26,468	80,155	
255-410-4611-52116	Professional Services	13,500	765	17,269	(3,769) 128%
Vendor #: 000141 SWANK MOTION PICTURES INC			\$ -	463	
Vendor #: 001421 MARQUEZ, CHRISTINE			\$ -	1,100	
Vendor #: 001357 M & J PAUL ENTERPRISES INC			\$ -	6,280	
Vendor #: 000634 HEYDAY RECORDS AND EVENTS			\$ -	4,790	
Vendor #: 000977 DIAMOND ENVIRONMENTAL SERVICES			\$ -	450	
Vendor #: 001338 DEANZA TERMITE & PEST CONTROL, INC			\$ 50	125	
Vendor #: 001212 O'DONNELL ELECTRIC			\$ -	604	
Vendor #: 000609 MORROW PLUMBING			\$ -	143	
Vendor #: 001243 THRILLOGY ENTERPRISES, LLC			\$ -	2,000	
Vendor #: 001352 T. MAUS GRADING & PAVING INC.			\$ -	600	
Vendor #: 001429 DANIEL PEST CONTROL			\$ 500	500	
Vendor #: 000510 OCHOA'S BACKFLOW SYSTEMS			\$ 100	100	
Vendor #: 001101 SIGNS BY TOMORROW			\$ 115	115	
Total Detailed Expenditures			\$ 765	17,269	

City of Wildomar
Fiscal Year 2019-20
4th Quarter Detailed Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

Account Number	Budget	Actuals		Year-to-Date	
		4th Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4611-53024 Solid Waste	3,600	\$ 680	2,040	1,560	57%
Vendor #: 000011 CR&R INC.		\$ 680	2,040		
Total Detailed Expenditures		\$ 680	2,040		
255-410-4611-53025 Electricity	30,200	\$ 2,918	28,684	1,516	95%
Vendor #: 000022 EDISON		\$ 2,918	28,684		
Total Detailed Expenditures		\$ 2,918	28,684		
255-410-4611-53026 Water	39,000	\$ 5,799	34,035	4,965	87%
Vendor #: 000012 ELSINORE VALLEY MUNICIPAL, WATER DISTRICT		\$ 5,799	34,035		
Total Detailed Expenditures		\$ 5,799	34,035		
255-410-4611-53028 Communications	500	\$ 114	456	44	91%
Vendor #: 000437 VERIZON WIRELESS		\$ 114	456		
Total Detailed Expenditures		\$ 114	456		
255-410-4611-56013 Bldg Maint/ Repair	-	\$ -	-	-	0%
255-410-4611-56015 Prop/Equip Rental	500	\$ 241	426	-	85%
Vendor #: 001258 SUNBELT RENTALS, INC.		\$ 241	426		
Total Detailed Expenditures		\$ 241	426		
255-410-4611-58100 Furniture & Equipment	3,000	\$ 1,466	1,826	1,174	61%
Vendor #: 000493 COAST RECREATION, INC.		\$ -	360		
Vendor #: 000800 DAVE BANG ASSOC., INC OF CA		\$ 1,466	1,466		
Total Detailed Expenditures		\$ 1,466	1,826		
255-410-4611-58110 Hardware/Software	-	\$ -	-	-	0%
Total Marna O'Brien Park	\$ 295,300	\$ 40,055	\$ 174,934	\$ 120,366	59%

City of Wildomar
Fiscal Year 2019-20
4th Quarter Detailed Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

Account Number	Budget	Actuals		Year-to-Date			
		4th Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used		
255-410-4612	Heritage Park						
255-410-4612-51010	Overtime	\$ 1,300	\$ 205	\$ 1,399	\$ (99)	108%	
255-410-4612-51160	Medicare	100	3	19	81	19%	
255-410-4612-52010	Office Supplies	-	-	-	-	0%	
255-410-4612-52012	Departmental Supplies	7,500	83	1,941	5,559	26%	
Vendor #: 000155 LOWE'S			\$ -	27			
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANC			\$ -	105			
Vendor #: 000075 DOGGIE WALK BAGS, INC.			\$ -	375			
Vendor #: 000965 AMERICAN MATERIALS CO.			\$ -	207			
Vendor #: 000166 THE HOME DEPOT			\$ -	25			
Vendor #: 000088 ACE HARDWARE			\$ 83	237			
Vendor #: 000868 TREETOPPRODUCTS.COMO			\$ -	154			
Vendor #: 000493 COAST RECREATION, INC.			\$ -	474			
Vendor #: 000378 TEMECULA VALLEY PIPE & SUPPLY			\$ -	337			
Total Detailed Expenditures			\$ 83	1,941			
255-410-4612-52115	Contractual Services	52,800	\$ 10,955	33,986	18,814	64%	
Vendor #: 001337 MPS SECURITY			\$ 4,878	15,202			
Vendor #: 000499 INLAND EMPIRE LANDSCAPE INC			\$ 2,808	8,744			
Vendor #: 001262 PEST OPTIONS INC			\$ -	390			
Vendor #: 001467 GOLDEN TOUCH CLEANING, SOLUTIONS, INC			\$ 3,019	6,617			
Vendor #: 000072 INTERWEST CONSULTING GROUP			\$ -	450			
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANCE			\$ -	1,833			
Vendor #: 001374 ASAP SERVICES			\$ 250	750			
Total Detailed Expenditures			\$ 10,955	33,986			
255-410-4612-52116	Professional Services	3,000	\$ 432	432	2,568	14%	
Vendor #: 001101 SIGNS BY TOMORROW			\$ 57	57			
Vendor #: 000342 FENCE MASTERS			\$ 325	325			
Vendor #: 000510 OCHOA'S BACKFLOW SYSTEMS			\$ 50	50			
Total Detailed Expenditures			\$ 432	432			
255-410-4612-53020	Telephone	-	\$ -	-	-	0%	
255-410-4612-53024	Solid Waste	-	\$ -	-	-	0%	
255-410-4612-53025	Electricity	500	\$ 49	190	310	38%	
Vendor #: 000022 EDISON			\$ 49	190			
Total Detailed Expenditures			\$ 49	190			
255-410-4612-53026	Water	4,700	\$ 619	1,818	2,882	39%	
Vendor #: 000012 ELSINORE VALLEY MUNICIPAL, WATER DISTRICT			\$ 619	1,818			
Total Detailed Expenditures			\$ 619	1,818			
255-410-4612-53027	Gas	-	\$ -	-	0.00	0%	
255-410-4612-53028	Communications	-	\$ -	-	0.00	0%	
255-410-4612-58100	Furniture & Equipment	1,000	\$ -	950	50	95%	
Vendor #: 000493 COAST RECREATION, INC.			\$ -	950			
Total Detailed Expenditures			\$ -	950			
Total Heritage Park		\$ 70,900	\$ 12,345	\$ 40,736	\$ 30,164	57%	

City of Wildomar
Fiscal Year 2019-20
4th Quarter Detailed Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

Account Number	Budget	Actuals		Year-to-Date	
		4th Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4613 Windsong Park					
255-410-4613-51010 Overtime	\$ 700	\$ 102	\$ 700	\$ (0)	100%
255-410-4613-51160 Medicare	100	1	9	91	9%
255-410-4613-52010 Office Supplies	-	-	-	-	0%
255-410-4613-52012 Departmental Supplies	7,800	2,332	4,920	2,880	63%
Vendor #: 000088 ACE HARDWARE		\$ 10	99		
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANCE		\$ -	105		
Vendor #: 000868 TREETOPPRODUCTS.COMO		\$ -	154		
Vendor #: 000075 DOGGIE WALK BAGS, INC.		\$ -	563		
Vendor #: 000493 COAST RECREATION, INC.		\$ 1,932	2,495		
Vendor #: 000800 DAVE BANG ASSOC., INC OF CA		\$ 142	705		
Vendor #: 000378 TEMECULA VALLEY PIPE & SUPPLY		\$ 248	799		
Total Detailed Expenditures		\$ 2,332	4,920		
255-410-4613-52115 Contractual Services	52,400	\$ 11,038	39,732	12,668	76%
Vendor #: 000186 RIGHTWAY		\$ 1,086	3,029		
Vendor #: 001337 MPS SECURITY		\$ 4,878	13,906		
Vendor #: 001262 PEST OPTIONS INC		\$ 615	1,640		
Vendor #: 000499 INLAND EMPIRE LANDSCAPE INC		\$ 2,520	8,470		
Vendor #: 000072 INTERWEST CONSULTING GROUP		\$ -	450		
Vendor #: 001467 GOLDEN TOUCH CLEANING, SOLUTIONS, INC		\$ 1,939	4,263		
Vendor #: 001508 TURBOSCAPE, INC		\$ -	7,974		
Total Detailed Expenditures		\$ 11,038	39,732		
255-410-4613-52116 Professional Services	3,500	\$ 659	3,309	191	95%
Vendor #: 001429 DANIEL PEST CONTROL		\$ -	150		
Vendor #: 000342 FENCE MASTERS		\$ 394	394		
Vendor #: 001101 SIGNS BY TOMORROW		\$ 115	115		
Vendor #: 001036 D'S R TREES INC		\$ 150	150		
Vendor #: 001184 DYLAN DIXON TREE SERVICES		\$ -	2,500		
Total Detailed Expenditures		\$ 659	3,309		
255-410-4613-53020 Telephone	-	\$ -	-	-	0%
255-410-4613-53024 Solid Waste	-	\$ -	-	-	0%
255-410-4613-53025 Electricity	1,200	\$ 146	655	545	55%
Vendor #: 000022 EDISON		\$ 146	655		
Total Detailed Expenditures		\$ 146	655		
255-410-4613-53026 Water	7,600	\$ 1,756	6,925	675	91%
Vendor #: 000012 ELSINORE VALLEY MUNICIPAL, WATER DISTRICT		\$ 1,756	6,925		
Total Detailed Expenditures		\$ 1,756	6,925		
255-410-4613-53028 Communications	500	\$ 114	456	44	91%
Vendor #: 000437 VERIZON WIRELESS		\$ 114	456		
Total Detailed Expenditures		\$ 114	456		
255-410-4613-58100 Furniture & Equipment	3,000	\$ 1,466	1,466	1,534	49%
Vendor #: 000800 DAVE BANG ASSOC., INC OF CA		\$ 1,466	1,466		
Total Detailed Expenditures		\$ 1,466	1,466		
Total Windsong Park	\$ 73,800	\$ 17,615	\$ 56,707	\$ 17,093	77%

City of Wildomar
Fiscal Year 2019-20
4th Quarter Detailed Expenditure Report
April 1, 2020 to June 30, 2020

Fund 255 - Measure Z Parks

Account Number	Budget	Actuals		Year-to-Date	
		4th Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4615 Malaga Park					
255-410-4615-51010 Overtime	\$ -	\$ -	\$ -	\$ -	0%
255-410-4615-51160 Medicare	-	\$ -	-	-	0%
255-410-4615-52012 Departmental Supplies	3,500	\$ -	105	3,395	3%
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANCE		\$ -	105		
Total Detailed Expenditures		\$ -	105		
255-410-4615-52115 Contractual Services	19,000	\$ 3,122	10,385	8,615	55%
Vendor #: 000499 INLAND EMPIRE LANDSCAPE INC		\$ 1,603	5,889		
Vendor #: 001467 GOLDEN TOUCH CLEANING, SOLUTIONS, INC		\$ 1,519	3,330		
Vendor #: 001376 MANUEL BUILDING PROFESSIONAL, MAINTENANCE		\$ -	1,167		
Total Detailed Expenditures		\$ 3,122	10,385		
255-410-4615-52116 Professional Services	1,000	\$ 50	50	950	5%
Vendor #: 000510 OCHOA'S BACKFLOW SYSTEMS		\$ 50	50		
Total Detailed Expenditures		\$ 50	50		
255-410-4615-53020 Telephone	-	\$ -	-	-	0%
255-410-4615-53024 Solid Waste	-	\$ -	-	-	0%
255-410-4615-53025 Electricity	1,100	\$ 57	131	969	12%
Vendor #: 000022 EDISON		\$ 57	131		
Total Detailed Expenditures		\$ 57	131		
255-410-4615-53026 Water	5,600	\$ 858	4,296	1,304	77%
Vendor #: 000012 ELSINORE VALLEY MUNICIPAL, WATER DISTRICT		\$ 858	4,296		
Total Detailed Expenditures		\$ 858	4,296		
255-410-4615-53028 Communications	-	\$ -	-	-	0%
Total Malaga Park	\$ 30,200	\$ 4,087.23	\$ 14,967	\$ 15,233	50%
Total General Government	\$ 539,400	\$ 99,061	\$ 363,316	\$ 176,084	67%
Total Measure Z Park	\$ 539,400	\$ 99,061	\$ 363,316	\$ 176,084	67%

Measure Z Oversight Advisory Committee
Agenda Item #2.2
GENERAL BUSINESS
Meeting Date: August 27, 2020

TO: Chairman and Committee Members
FROM: Daniel Torres, Parks, Community Services and Cemetery District Manager
SUBJECT: Establishment of a Measure Z 19/20 Annual Report Subcommittee

STAFF REPORT

RECOMMENDATION:

Staff recommends that the Committee select and approve two Measure Z Oversight Advisory Committee members to serve on a temporary subcommittee for the purpose of providing guidance to staff in drafting a Measure Z Annual Report for fiscal year 19/20.

DISCUSSION:

As required by Ordinance 71 and Municipal Code section 3.18.; an annual report is to be prepared and filed with the City Council.

3.18.040 Annual report.

An annual report shall be prepared and filed with the City Council of the City as provided in Sections 50075.1 and 50075.3 of the California Government Code, and shall contain: (A) the amount of funds collected and expended; and (B) the status of the community park and community park facilities, programs and services funded by the tax proceeds raised pursuant to this chapter, including the costs of staff, utilities, materials, contract services and other items related to the repair and maintenance of community parks and community park facilities. (Ord. 71 § 1, 2012)

The committee members have been provided the annual parks inspections guide for fiscal year 19/20. The Committee were presented with a "Pre-Audit" annual financial reports for review. As required by Municipal Code 3.18.050, an independent Audit is scheduled for November. Once completed, the final audit report will be included in the Measure Z Annual Report.

Nominating and appointing two Committee members will assist staff in the development of an Annual Report. The mentioned data will be compiled and provided to the subcommittee for editing. It is estimated that the draft version of the Annual Report could be presented to the Committee for review and approval at the regularly scheduled Committee meeting in February 2021 and submitted to the City Council at the regularly scheduled meeting in March 2021.

Submitted by:
Daniel Torres
Parks, Community Services and Cemetery District Manager