

CITY OF WILDOMAR
MEASURE Z OVERSIGHT ADVISORY COMMITTEE
AGENDA

DECEMBER 02, 2021

6:30 P.M. –REGULAR MEETING

Council Chambers
23873 Clinton Keith Road Ste 106
Wildomar, CA 92595

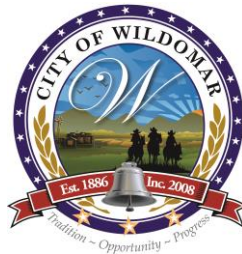
OR

Join Zoom Meeting:

<https://us02web.zoom.us/j/81995415586>

OR

Dial in: 1 (669) 900 6833 | Webinar ID: 819 9541 5586



Steve Regalado, Chair
Shelley Hitchcock, Vice Chair
Nolan King, Committee Member
Timothy Underdown, Committee Member
Sheila Urlaub, Committee Member

Gary Nordquist
City Manager

Janet Morales, CMC
City Clerk

The City of Wildomar encourages your participation in the meeting; however, to minimize the spread of the COVID-19 virus, this meeting is being conducted in person and via video and teleconferencing with the following options available for the public to participate:

1. You may participate via the ZOOM Webinar Telephone and Videoconferencing.
2. You may participate in person; however, masks are recommended for all individuals, and seating may be limited as the City is still participating in the 6-foot social distancing seating procedure.

Instructions for Electronic Participation

Please Note: During the meeting all participants videos 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.

1. 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 or IPAD.
2. 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.
3. 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:

- At the bottom of the list, please click on the grey “Raise Hand” button.

Directions to virtually raise hand on a SMARTPHONE:

- 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. When the Host unmutes you, Dial *6 to unmute.

Instructions for In Person Participation

During Public Comment not on the agenda and after each Agenda Item, the Chair will announce Public Comment. If you would like to speak on that item, please fill out a speaker slip and submit it in the inbox at the front of the room.

When the City Clerk announces your name, please come up to the podium. Public Comments are limited to 3 minutes or such other time as the Committee may provide.

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.

NOTICE: Meetings may be live-streamed, photographed and/or videotaped. Participation at the meeting constitutes consent by members of the public to the City’s and any third party’s use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

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

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.

1.1 Minutes – September 02, 2021 Adjourned Regular Meeting

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

1.2 Meeting Dates 2022

RECOMMENDATION: Staff recommends that the Committee set and approve the meetings for 2022 to be held on the 4th Thursday of February, May, August and the 1st Thursday in December.

2.0 GENERAL BUSINESS

2.1 FY 2021-22 First Quarter Financial Report

RECOMMENDATION:

Staff recommends the Committee receive and file the FY 2021-22 First Quarter Financial Report.

2.2 Establishment of a Measure Z 20/21 Ad-Hoc 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 20/21.

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 City Clerk, do certify that at least 72 hours prior to the meeting, a true and correct copy of this agenda was posted at Wildomar City Hall, 23873 Clinton Keith Road; U.S. Post Office, 21392 Palomar Street; Wildomar Library, 34303 Mission Trail Blvd; and on the City's website at www.cityofwildomar.org.



Janet Morales, CMC
City Clerk
Dated: November 24, 2021

**CITY OF WILDOMAR
MEASURE Z OVERSIGHT ADVISORY COMMITTEE
ADJOURNED REGULAR MEETING MINUTES
SEPTEMBER 02, 2021**

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

The Adjourned Regular session of the September 02, 2021 Measure Z Oversight Advisory Committee was conducted electronically pursuant to the provisions of Governor’s Executive Orders N-08-21 and was called to order by Chair Regalado at 6:30 p.m.

Committee Member Roll Call showed the following:

Members in attendance: King, Underdown, Chair Regalado

Members absent: Urlaub, Vice Chair Hitchcock

Staff in attendance: City Manager Nordquist, Assistant City Manager York, City Clerk Morales, Administrative Services Director Howell, Project Consultant Riley, Parks, Community Services and Cemetery District Manager Torres and Associate Engineer Luna.

Chair Regalado called for a moment of silence for those that have fallen this past week.

The flag salute was led by Committee Member Underdown.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE AGENDA AS PRESENTED

A MOTION was made by Member Underdown, seconded by Member King to approve the agenda as presented.

MOTION carried, 3-0:

AYES: King, Underdown, Chair Regalado
NOES: None
ABSTAIN: None
ABSENT: Urlaub, Vice Chair Hitchcock

1.0 CONSENT CALENDAR

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

MOTION carried, 3-0:

AYES: King, Underdown, Chair Regalado
NOES: None
ABSTAIN: None
ABSENT: Urlaub, Vice Chair Hitchcock

1.1 Minutes – May 27, 2021 Regular Meeting

Approved the Minutes as submitted.

2.0 GENERAL BUSINESS

2.1 FY 2020-21 Fourth Quarter Financial Report

Chair Regalado read the title.

Administrative Services Director Howell presented the staff report.

It was the consensus of the Committee to receive and file the FY 2020-21 Fourth Quarter Financial Report.

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 6:40 p.m.

Submitted by:

Approved by:

Janet Morales, CMC
City Clerk

Steve Regalado
Chair

Measure Z Oversight Advisory Committee
Agenda Item #1.2
CONSENT CALENDAR
Meeting Date: December 02, 2021

TO: Chair and Committee Members
FROM: Janet Morales, City Clerk
SUBJECT: 2022 Committee Meeting Schedule

STAFF REPORT

RECOMMENDATION:

Staff recommends that the Committee set and approve the meetings for 2022 to be held on the 4th Thursday of February, May, August and the 1st Thursday in December.

DISCUSSION:

Per City Resolution No. 2013-37, "The Committee shall conduct at least four meetings a year." Last December, the Committee set the meetings for 2021 to be held on the 4th Thursday of February, May, August and the 1st Thursday in December.

Staff is recommending that the Committee continue with this schedule and set the dates for 2022 to be held on 4th Thursday of February, May, August and the 1st Thursday in December.

Dates: 02/24/2022
05/26/2022
08/25/2022
12/01/2022

Submitted by:
Janet Morales, CMC
City Clerk

Approved by:
Gary Nordquist
City Manager

Measure Z Oversight Advisory Committee
Agenda Item #2.1
GENERAL BUSINESS
Meeting Date: December 02, 2021

TO: Chair and Committee Members
FROM: Robert (Bob) Howell, Administrative Services Director
SUBJECT: FY 2021-22 First Quarter Financial Report

STAFF REPORT

RECOMMENDATION:

Staff recommends the Committee receive and file the FY 2021-22 First Quarter Financial Report.

DISCUSSION:

In accordance with the reporting requirements of Measure Z, staff is pleased to present the First Quarter FY 2021-22 Financial Report (July 1, 2021 through September 30, 2021). This is also a preliminary report for the fund balance as the independent auditors are engaged in the annual auditing process for that fiscal year with anticipation of a final report for FY 2020-21 during the month of December 2021, which will be presented to the Committee during the February 2022 meeting.

The majority of the fund's annual budgeted revenues of \$429,400 come from the tax assessment of \$28.00 per parcel which are budgeted at \$392,700. Most of these revenues are received in two installments during the fiscal year (January and May). As such, the City did not receive any tax assessment revenues during this first quarter reporting period. The City has received \$1,830 in Special Event Revenues and \$4,317 in Park Rentals during the reporting period.

The expenditures for the first quarter were \$65,005, or 13.63% of the \$477,000 FY 2021-22 budget. Most of the expenditures were for on-going maintenance and utilities of the City parks. There were \$3,150 in expenditures for special events in the first quarter as the City has started having special events again.

FISCAL IMPACT:

None

Submitted by
Robert Howell
Administrative Services Director

Approved by:
Gary Nordquist
City Manager

ATTACHMENTS:

Financial Reports 7/1/2021-9/30/2021

Attachment

Measure Z – Parks

Financial Reports

7/1/2021-9/30/2021

City of Wildomar
Comparative Balance Sheet
For the Periods Ended June 30, 2021 and September 30, 2021

Fund 255 - Measure Z Parks

	Unaudited <u>June 30, 2021</u>	Unaudited <u>September 30, 2021</u>
Assets		
Cash	\$ 238,961	\$ 188,018
Accounts Receivable	-	-
Special Assessment Tax Receivable (See Note)	22,227	-
Prepaid Expense	-	-
Total Assets	<u>\$ 261,188</u>	<u>\$ 188,018</u>
Liabilities		
Accounts Payable	\$ 28,284	\$ (1,228)
Accrued Payroll & Benefits	2,399	2,884
Unearned Revenue	3,833	3,833
Total Liabilities	<u>34,516</u>	<u>5,490</u>
Operating		
Year-to-date Revenues	361,567	6,147
Less Year-to-date Expenditures	398,048	53,648
Less Encumbrances	-	65,971
Excess (Deficiency) of Revenues over Expenditures	<u>(36,481)</u>	<u>(113,472)</u>
Fund Balance		
Estimated Restricted Fund Balance	<u>263,153</u>	<u>320,997</u>
Total Fund Balance	<u>226,672</u>	<u>182,528</u>
Total Liabilities, Operations, and Fund Balance	<u>\$ 261,188</u>	<u>\$ 188,018</u>

City of Wildomar
Statement of Revenues, Expenditures, and Changes in Fund Balance
Budget and Actual Comparison - Preliminary Final
For the Year Ended June 30, 2021

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	\$ 392,700	\$ -	\$ (392,700)	0.00%
Special Events & Facility Rentals	<u>36,600</u>	<u>6,142</u>	<u>(30,458)</u>	<u>16.78%</u>
Total Revenues	<u>429,300</u>	<u>6,142</u>	<u>(423,158)</u>	<u>1.43%</u>
Expenditures:				
Community Services - Admin	85,400	13,926	71,474	16.31%
Community Services - Parks	<u>364,800</u>	<u>45,311</u>	<u>319,489</u>	<u>12.42%</u>
Total Expenditures	<u>450,200</u>	<u>59,238</u>	<u>390,962</u>	<u>13.16%</u>
Net Change in Fund Balances	(20,900)	(53,096)	(32,196)	
Budgetary Fund Balance at July 1, 2020	<u>\$ 101,424</u>	<u>\$ 240,724</u>	<u>139,300</u>	
Budgetary Fund Balance, June 30, 2021 - Preliminary Final	<u><u>\$ 80,524</u></u>	<u><u>\$ 187,628</u></u>	<u><u>\$ 107,104</u></u>	

City of Wildomar
Fiscal Year 2021
Quarterly Revenue Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Received
255 - Revenues						
3320	Special Event Revenue	\$ 26,400	\$ 1,830	\$ 1,830	\$ (24,570)	6.93%
3550	Special Assessment	392,700	-	-	(392,700)	0.00%
3553	Marna O'Brien Park - Facility Rental	10,000	4,312	4,312	(5,688)	43.12%
3555	Windsong Park - Facility Rental	100	5	5	(95)	5.00%
3800	Interest Income	200	-	-	(200)	0.00%
Total Measure Z Parks		<u>\$ 429,400</u>	<u>\$ 6,147</u>	<u>\$ 6,147</u>	<u>\$ (423,253)</u>	<u>1.43%</u>

City of Wildomar
Fiscal Year 2022
Quarterly Summary Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4120	City Manager	\$ 17,600	\$ 3,831	\$ 3,831	\$ 13,769	21.77%
255-410-4130	City Clerk	9,200	1,937	1,937	7,263	21.05%
255-410-4610	Community Services	85,400	13,926	13,926	71,474	16.31%
255-410-4611	Marna O'Brien Park	210,200	26,839	26,839	183,361	12.77%
255-410-4612	Heritage Park	66,500	6,922	6,922	59,578	10.41%
255-410-4613	Windsong Park	67,200	8,795	8,795	58,405	13.09%
255-410-4615	Malaga Park	20,900	2,756	2,756	18,144	13.19%
Total General Government		<u>\$ 477,000</u>	<u>\$ 65,005</u>	<u>\$ 65,005</u>	<u>\$ 411,995</u>	<u>13.63%</u>
Total Measure Z Parks		<u>\$ 477,000</u>	<u>\$ 65,005</u>	<u>\$ 65,005</u>	<u>\$ 411,995</u>	<u>13.63%</u>

City of Wildomar
Fiscal Year 2022
Quarterly Detailed Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4120	City Manager					
255-410-4610-51001	Salaries	\$ 11,300	\$ 2,611	\$ 2,611	\$ 8,689	23.11%
255-410-4610-51002	Cashouts	900	-	-	900	0.00%
255-410-4610-51010	Overtime	-	-	-	-	0.00%
255-410-4610-51100	Auto Allowance	500	140	140	360	28.00%
255-410-4610-51105	Cell Phone Allowance	100	11	11	90	10.50%
255-410-4610-51170	Internet Allowance	100	11	11	90	10.50%
255-410-4610-51150	PERS Retirement	2,500	575	575	1,925	23.01%
255-410-4610-51155	Social Security	-	-	-	-	0.00%
255-410-4610-51160	Medicare	200	39	39	161	19.68%
255-410-4610-51162	Federal Unemployment Insurance	-	-	-	-	0.00%
255-410-4610-51164	State Unemployment Insurance	-	-	-	-	0.00%
255-410-4610-51200	Medical Insurance	700	214	214	486	30.55%
255-410-4610-51201	Dental Insurance	100	19	19	81	18.83%
255-410-4610-51202	Vision Insurance	100	2	2	98	2.38%
255-410-4610-51204	Life Insurance	-	-	-	-	0.00%
255-410-4610-51208	Other Insurance Premium	100	-	-	100	0.00%
255-410-4610-51210	Retirement RHS	1,000	209	209	791	20.89%
	Total City Manager	\$ 17,600	\$ 3,831	\$ 3,831	\$ 13,769	21.77%
255-410-4130	City Clerk					
255-410-4610-51001	Salaries	\$ 6,100	\$ 1,380	\$ 1,380	\$ 4,720	22.62%
255-410-4610-51002	Cashouts	300	-	-	300	0.00%
255-410-4610-51100	Auto Allowance	200	35	35	165	17.50%
255-410-4610-51105	Cell Phone Allowance	100	11	11	90	10.50%
255-410-4610-51170	Internet Allowance	100	11	11	90	10.50%
255-410-4610-51150	PERS Retirement	1,400	304	304	1,096	21.70%
255-410-4610-51160	Medicare	100	21	21	79	20.81%
255-410-4610-51164	State Unemployment Insurance	-	-	-	-	0.00%
255-410-4610-51200	Medical Insurance	600	133	133	467	22.20%
255-410-4610-51201	Dental Insurance	100	9	9	91	9.24%
255-410-4610-51202	Vision Insurance	100	1	1	99	1.26%
255-410-4610-51208	Other Insurance Premium	100	33	33	67	32.68%
	Total City Clerk	\$ 9,200	\$ 1,937	\$ 1,937	\$ 7,263	21.05%

City of Wildomar
Fiscal Year 2022
Quarterly Detailed Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4610	Community Services					
255-410-4610-51001	Salaries	\$ 44,300	\$ 6,010	\$ 6,010	\$ 38,290	13.57%
255-410-4610-51002	Cashouts	2,200	-	-	2,200	0.00%
255-410-4610-51010	Overtime	600	-	-	600	0.00%
255-410-4610-51100	Auto Allowance	900	95	95	806	10.50%
255-410-4610-51105	Cell Phone Allowance	600	53	53	548	8.75%
255-410-4610-51170	Internet Allowance	200	11	11	190	5.25%
255-410-4610-51150	PERS Retirement	5,100	668	668	4,432	13.11%
255-410-4610-51155	Social Security	100	-	-	100	0.00%
255-410-4610-51160	Medicare	700	89	89	611	12.66%
255-410-4610-51162	Federal Unemployment Insurance	-	-	-	-	0.00%
255-410-4610-51164	State Unemployment Insurance	-	-	-	-	0.00%
255-410-4610-51200	Medical Insurance	9,800	1,048	1,048	8,752	10.69%
255-410-4610-51201	Dental Insurance	1,600	110	110	1,490	6.89%
255-410-4610-51202	Vision Insurance	400	17	17	383	4.25%
255-410-4610-51204	Life Insurance	-	-	-	-	0.00%
255-410-4610-51208	Other Insurance Premium	1,200	215	215	986	17.88%
255-410-4610-51210	Retirement RHS	-	-	-	-	0.00%
255-410-4610-52010	Office Supplies	-	-	-	-	0.00%
255-410-4610-52012	Departmental Supplies	-	-	-	-	0.00%
255-410-4610-52016	Reproduction	-	-	-	-	0.00%
255-410-4610-52020	Legal Notices	-	-	-	-	0.00%
255-410-4610-52100	Memberships/Dues	-	-	-	-	0.00%
255-410-4610-52113	Travel	-	306	306	(306)	0.00%
Vendor #: 001422 SOLORIO, TRAVIS			306	306		
Total Detailed Expenditures			306	306		
255-410-4610-52115	Contractual Services	10,200	5,306	5,306	4,894	52.02%
Vendor #: 001418 WEBB MUNICIPAL FINANCE, LLC			5,306	5,306		
Total Detailed Expenditures			5,306	5,306		
255-410-4610-52116	Professional Services	-	-	-	-	0.00%
255-410-4610-52117	Legal Services	-	-	-	-	0.00%
255-410-4610-58130	Vehicles	7,500	-	-	7,500	0.00%
Total Community Services		\$ 85,400	\$ 13,926	\$ 13,926	\$ 63,974	16.31%

City of Wildomar
Fiscal Year 2022
Quarterly Detailed Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4611	Marna O'Brien Park					
255-410-4611-51010	Overtime	\$ -	-	-	-	0.00%
255-410-4611-51160	Medicare	-	-	-	-	0.00%
255-410-4611-52010	Office Supplies	-	-	-	-	0.00%
255-410-4611-52012	Departmental Supplies	10,700	1,402	1,402	9,298	13.10%
Vendor #: 000378 TEMECULA VALLEY PIPE & SUPPLY			800	800		
Vendor #: 000088 ACE HARDWARE			134	134		
Vendor #: 000367 CINTAS CORPORATION			207	207		
Vendor #: 000526 PRINT POSTAL			71	71		
Vendor #: 000075 DOGGIE WALK BAGS, INC.			189	189		
Total Detailed Expenditures			1,402	1,402		
255-410-4611-52016	Reproduction	-	-	-	-	0.00%
255-410-4611-52113	Travel	-	-	-	-	0.00%
255-410-4611-52115	Contractual Services	121,800	11,680	11,680	110,120	9.59%
Vendor #: 001337 MPS SECURITY			1,874	1,874		
Vendor #: 001622 COMMERCIAL BUILDING MANAGEMENT SERVICES INC			3,086	3,086		
Vendor #: 000499 INLAND EMPIRE LANDSCAPE INC			6,720	6,720		
Total Detailed Expenditures			11,680	11,680		
255-410-4611-52116	Professional Services	9,400	3,590	3,590	5,810	38.19%
Vendor #: 001338 DEANZA TERMITE & PEST CONTROL, INC			50	50		
Vendor #: 000342 FENCE MASTERS			390	390		
Vendor #: 000634 HEYDAY RECORDS AND EVENTS			3,150	3,150		
Total Detailed Expenditures			3,590	3,590		
255-410-4611-53024	Solid Waste	3,900	370	370	3,531	9.47%
Vendor #: 000011 CR&R INC.			370	370		
Total Detailed Expenditures			370	370		
255-410-4611-53025	Electricity	30,000	-	-	30,000	0.00%
255-410-4611-53026	Water	33,000	9,684	9,684	23,316	29.34%
Vendor #: 000012 ELSINORE VALLEY MUNICIPAL, WATER DISTRICT			9,684	9,684		
Total Detailed Expenditures			9,684	9,684		
255-410-4611-53028	Communications	500	114	114	386	22.81%
Vendor #: 000437 VERIZON WIRELESS			114	114		
Total Detailed Expenditures			114	114		
255-410-4611-56013	Building Maintenance/Repair	-	-	-	-	0.00%
255-410-4611-56015	Property/Equipment Rental	400	-	-	400	0.00%
255-410-4611-58100	Furniture & Equipment	500	-	-	500	0.00%
255-410-4611-58110	Hardware/Software	-	-	-	-	0.00%
Total Marna O'Brien Park		\$ 210,200	\$ 26,839	\$ 26,839	\$ 183,361	12.77%

City of Wildomar
Fiscal Year 2022
Quarterly Detailed Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4612	Heritage Park					
255-410-4612-51010	Overtime	\$ -	-	-	-	0.00%
255-410-4612-51160	Medicare	-	-	-	-	0.00%
255-410-4612-52010	Office Supplies	-	-	-	-	0.00%
255-410-4612-52012	Departmental Supplies	4,500	189	189	4,311	4.21%
Vendor #: 000075 <i>DOGGIE WALK BAGS, INC.</i>			189	189		
Total Detailed Expenditures			189	189		
255-410-4612-52115	Contractual Services	53,500	5,887	5,887	47,614	11.00%
Vendor #: 001337 <i>MPS SECURITY</i>			1,777	1,777		
Vendor #: 001262 <i>PEST OPTIONS INC</i>			270	270		
Vendor #: 001622 <i>COMMERCIAL BUILDING MANAGEMENT SERVICES INC</i>			1,500	1,500		
Vendor #: 000499 <i>INLAND EMPIRE LANDSCAPE INC</i>			2,340	2,340		
Total Detailed Expenditures			5,887	5,887		
255-410-4612-52116	Professional Services	3,000	527	527	2,473	17.57%
Vendor #: 000342 <i>FENCE MASTERS</i>			462	462		
Vendor #: 001543 <i>NPPW SERVICES</i>			65	65		
Total Detailed Expenditures			527	527		
255-410-4612-53024	Solid Waste	-	-	-	-	0.00%
255-410-4612-53025	Electricity	500	-	-	500	0.00%
255-410-4612-53026	Water	5,000	319	319	4,681	6.39%
Vendor #: 000012 <i>ELSINORE VALLEY MUNICIPAL, WATER DISTRICT</i>			319	319		
Total Detailed Expenditures			319	319		
255-410-4612-53027	Gas	-	-	-	-	0.00%
255-410-4612-53028	Communications	-	-	-	-	0.00%
255-410-4612-56015	Property/Equipment Rental	-	-	-	-	0.00%
255-410-4612-58100	Furniture & Equipment	-	-	-	-	0.00%
Total Heritage Park		\$ 66,500	\$ 6,922	\$ 6,922	59,578	10.41%

City of Wildomar
Fiscal Year 2022
Quarterly Detailed Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4613	Windsong Park					
255-410-4613-51010	Overtime	\$ -	-	-	-	0.00%
255-410-4613-51160	Medicare	-	-	-	-	0.00%
255-410-4613-52010	Office Supplies	-	-	-	-	0.00%
255-410-4613-52012	Departmental Supplies	4500	189	189	4,311	4.21%
Vendor #: 000075 DOGGIE WALK BAGS, INC.			189	189		
Total Detailed Expenditures			189	189		
255-410-4613-52115	Contractual Services	48,200	6,529	6,529	41,671	13.55%
Vendor #: 001337 MPS SECURITY			1,786	1,786		
Vendor #: 001262 PEST OPTIONS INC			75	75		
Vendor #: 001622 COMMERCIAL BUILDING MANAGEMENT SERVICES INC			960	960		
Vendor #: 000186 RIGHTWAY			1,608	1,608		
Vendor #: 000499 INLAND EMPIRE LANDSCAPE INC			2,100	2,100		
Total Detailed Expenditures			6,529	6,529		
255-410-4613-52116	Professional Services	4,800	-	-	4,800	0.00%
255-410-4613-53020	Telephone	-	-	-	-	0.00%
255-410-4613-53024	Electricity	1,100	-	-	1,100	0.00%
255-410-4613-53025	Water	8,000	1,962	1,962	6,038	24.53%
Vendor #: 000012 ELSINORE VALLEY MUNICIPAL, WATER DISTRICT			1,962	1,962		
Total Detailed Expenditures			1,962	1,962		
255-410-4613-53028	Communications	600	114	114	486	19.01%
Vendor #: 000437 VERIZON WIRELESS			114	114		
Total Detailed Expenditures			114	114		
255-410-4612-56015	Property/Equipment Rental	-	-	-	-	0.00%
255-410-4612-58100	Furniture & Equipment	-	-	-	-	0.00%
Total Windsong Park		\$ 67,200	\$ 8,795	\$ 8,795	\$ 58,405	13.09%

City of Wildomar
Fiscal Year 2022
Quarterly Detailed Expenditure Report - 1st Quarter
July 1, 2021 to September 30, 2021

Fund 255 - Measure Z Parks

Account Number	Account Name	Budget	Actuals		Year-to-Date	
			1st Quarter Expenditures	Year-to-date Expenditures	Favorable/ (Unfavorable)	Percentage Used
255-410-4615	Malaga Park					
255-410-4615-51010	Overtime	\$ 500	\$ -	\$ -	500	0.00%
255-410-4615-51160	Medicare	-	-	-	-	0.00%
255-410-4615-52012	Departmental Supplies	-	-	-	-	0.00%
255-410-4615-52115	Contractual Services	15,700	1,627	1,627	14,073	10.36%
Vendor #: 001622 <i>COMMERCIAL BUILDING MANAGEMENT SERVICES INC</i>			750	750		
Vendor #: 000499 <i>INLAND EMPIRE LANDSCAPE INC</i>			877	877		
Total Detailed Expenditures			1,627	1,627		
255-410-4615-52116	Professional Services	-	-	-	-	0.00%
255-410-4615-53025	Electricity	1,200	15	15	1,185	1.23%
Vendor #: 000022 <i>EDISON</i>			15	15		
Total Detailed Expenditures			15	15		
255-410-4615-53026	Water	3,500	1,114	1,114	2,386	31.83%
Vendor #: 000012 <i>ELSINORE VALLEY MUNICIPAL, WATER DISTRICT</i>			1,114	1,114		
Total Detailed Expenditures			1,114	1,114		
255-410-4615-53028	Communications	-	-	-	-	-
Total Malaga Park		\$ 20,900	\$ 2,756	\$ 2,756	\$ 18,144	13.19%
Total Measure Z Parks		\$ 477,000	\$ 65,005	\$ 65,005	\$ 411,995	13.63%

Measure Z Oversight Advisory Committee
Agenda Item #2.2
GENERAL BUSINESS
Meeting Date: December 02, 2021

TO: Chairman and Committee Members
FROM: Daniel Torres, Community Services Director
SUBJECT: Establishment of a Measure Z 20/21 Ad-Hoc 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 20/21.

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 was presented the "Pre-Audit" annual financial report during the September 27th meeting. As required by Municipal Code 3.18.050, an independent Audit is currently being conducted. Once completed, the final audit report will be included in the Measure Z Annual Report. Also, all committee members will be provided the annual parks inspections guide for fiscal year 20/21 and to be completed and submitted by December 22, 2021.

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 2022 and submitted to the City Council at the regularly scheduled meeting in March 2022.

Submitted by:
Daniel Torres
Community Services Director