

**CITY OF REDLANDS
MEASURE T CITIZENS' OVERSIGHT COMMITTEE
Special Meeting Minutes**

March 3, 2025

2nd Floor-Conference Room, Citrus Center at 300 East State Street, Redlands, California

Present: **Committee Members**
Scott Welsh, Vice Chair, District 5
Ruth Cook, Secretary, District 1
Edward Millican, District 3
Stephen Crane, Public Safety Bargaining Unit
Don Young, Non-Public Safety Bargaining Unit

Staff
Danielle Garcia
James Garland
Valerie Abrego

Absent/Excused: Toni Momberger, Edward Ico

A. ATTENDANCE & CALL TO ORDER

The meeting was called to order at 3:02 PM. Vice Chair Welsh thanked and welcomed everyone for attending.

B. PUBLIC COMMENT

Rich O'Donnell commented and proposed the development of a framework for reviewing the spending of specific line items on the budget.

C. APPROVAL OF MINUTES

The June 3, 2024 Measure T Meeting minutes were approved. Motion was made by Edward Millican and seconded by Ruth Cook. Committee members Stephen Crane and Don Young abstained as they were not present at the meeting.

D. NEW BUSINESS

- a. Discussion and possible action to adopt the FY 2024 Annual Report on Measure T Spending with discussion on presenting the item to City Council (Management Services Director Garcia)**

Director Garcia began her presentation with a review of the Measure T ballot language to provide a common understanding of what voters had agreed upon when approving the measure. She gave an overview of committee duties and responsibilities, including the most common functions of the committee. She discussed the somewhat confusing cycle of the Measure T audits and budgets due to the city's two-year budget cycle, financial audits, and mid-cycle updates.

The review of the 2024 budget included an initial explanation of the differences in the adopted budget and actual expenses. Director Garcia explained that differences between budgeted and spent amounts arise for various reasons, such as staffing changes and project delays. She gave an example of public safety spending where \$1.2 million was not spent on fire personnel because a planned fire station did not open in the budgeted year. The money needed to be allocated in case it did open. Additionally, differences arise between when projects are bid out and when they're completed; the project budget is included in the bid year. However, construction might not occur the same year that it's completed and those funds carry over into the new year. Don Young asked for clarification on how the budget differences are accounted for each year. Director Garcia explained that the money remaining or not used for an allocated item is not carried over into the next year for the purposes of Measure T reporting. Instead, it is only for the purposes of budgeting as it would be too complicated to have two different tracks of money to track carryovers. Young suggested the report needed a better explanation of how the adopted budget compared to actual expenditures and reasons for the discrepancies. Edward Millican asked about \$43,000 in expenditures for fire department specialized tools that weren't in the budget. Director Garcia explained they were situational opportunities in conjunction with a university and a matching component of a grant. It was an opportunity that didn't exist when the initial budget was evaluated but it does fall within the Measure T parameters.

Director Garcia continued with an explanation of some line differences in the Public Infrastructure budget. She described an item for contracts on the new Safety Hall that was budgeted at \$2,000,000 but only showed \$257,547 spent as the project is still in the initial phases of development. She clarified that the money needed to be budgeted within the general fund so that it would be available over the next two to four years when it was expected to be needed. She also explained library expenditures that were budgeted but not completed because of a backlog of building maintenance and a boiler replacement which was not budgeted but was needed and did happen. The Zanja also required channel improvements that were not foreseen and were not budgeted but did fall into approved Measure T expenditures. Director Garcia explained the remainder of the budget differences that included augmenting community garden maintenance, expenditures for community events and sidewalk and ADA replacement programs. These all fall within the parameters of Measure T spending but had differences between what was budgeted and spent.

The Quality of Life budget discussion began with the library, recreation, facilities in community service and IT staffing that was budgeted for \$993,926 but had actual expenditures of \$2,013,394. Director Garcia explained that part of this was a result of additional staff being added midyear and a salary resolution that came after the initial budget so the actual numbers were not known. Additional staffing included two kennel clerks, a library technical services clerk, a library adult literacy assistant, a fire department senior administrative assistant and few other positions across departments. There were also improvements to animal shelter facilities that included a cat kennel as

well as a master plan for the parks that has begun but is not fully completed. Director Garcia described advancements in park infrastructure improvement including a baseball field at Israel Beal Park, designs for Texonia park, a parking lot for the Zanja linear trail, Martinez Park sideway replacement, shade sails at seven parks, and the Ford Park pond restoration. In the Recreational and Senior Center Programs, the budgeted amounts were underspent because adult sports cost less than predicted and a downtown attendant wasn't hired. Overlooking the entire Measure T audit of expenditures, Director Garcia explained that there was a difference of \$88,206 between revenue and expenses but that amount would be absorbed into the general fund. It was just for reconciliation purposes that it showed a deficit.

The committee discussion following the presentation included a comment from Edward Millican that it would be helpful to have an explanation of non-budgeted expenditures to clarify the reasoning for them. Don Young also asked for better explanations of expenditures in the report.

Edward Millican made a motion to accept the report with a condition or modification to include explanations of non-budgeted expenditures. Don Young seconded it and the committee unanimously approved.

b. Discussion and action on selecting a Chair, Vice Chair, and Secretary (Management Services Director Garcia)

A motion was made by Edward Millican and seconded by Don Young to table the selection of these positions until the next meeting when there will likely be new members present. All approved.

c. Discuss the Next Meeting Date (Management Services Director Garcia)

A meeting was scheduled for June 2, 2025 at 3 pm.

E. ADJOURNMENT

The meeting adjourned at 4:20 PM