

City Council Chambers
29844 Haun Road
Menifee, CA 92586



Bill Zimmerman, Mayor
Bob Karwin, District 1
Ricky Estrada, District 2
Lesa Sobek, District 3
Dean Deines, District 4

AGENDA

Menifee City Council Regular Meeting Agenda

**Wednesday, October 2, 2024
5:15 PM Closed Session
6:00 PM Regular Meeting**

**Armando G. Villa, City Manager
Jeffrey T. Melching, City Attorney
Stephanie Roseen, Acting City Clerk**

- 10.6 Economic Development Administration Comprehensive Economic Development Strategy Grant

RECOMMENDED ACTION

1. Accept the Economic Development Administration matching grant funds in the amount of \$40,000 to fund Menifee's Comprehensive Economic Development Strategy; and
2. Adopt a budget amendment resolution approving an increase in revenue and expenditures in the amount of \$40,000.



CITY OF MENIFEE

SUBJECT: Economic Development Administration Comprehensive
Economic Development Strategy Grant

MEETING DATE: October 2, 2024

TO: Mayor and City Council

PREPARED BY: Kayla Charters, Senior Management Analyst

REVIEWED BY: Bryan Jones, Assistant City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Accept the Economic Development Administration matching grant funds in the amount of \$40,000 to fund Menifee's Comprehensive Economic Development Strategy; and
2. Adopt a budget amendment resolution approving an increase in revenue and expenditures in the amount of \$40,000.

DISCUSSION

The City of Menifee has been issued a Notice of Investment Award in the amount of \$40,000 from the Economic Development Administration (EDA) as a matching grant. This EDA planning investment supports the development and implementation of a Comprehensive Economic Development Strategy (CEDS) for the region served by the City of Menifee. These funds would be used to fund the completion of Menifee's next five-year CEDS following the completion of a formal Request for Proposal (RFP) process.

In the 2018 City Council Strategic Plan, Economic Development was identified as a priority for the City and staff. Through this process it was identified that an overall Comprehensive Economic Development Strategy (CEDS) driven plan was needed for regional economic development, to benefit the City both short and long term. The City's first CEDS was adopted by the City Council in 2019 and over the past five years Menifee has thrived under the direction outlined. As the City nears completion of the initial term of its current CEDS and with the assistance of this grant, staff would prepare to complete a CEDS for the next five years. The objective of a CEDS plan is an incremental plan that would engage local and regional stakeholders, from both private and public sectors, increase revenue for critical City services and amenities for residents, create needed jobs within the City, grow the businesses community, diversify Menifee's local economy, and increase the City's overall quality of life for residents.

STRATEGIC PLAN OBJECTIVE

Thriving Economy

The CEDS process is designed to bring together the public and private sectors in the creation of an economic development roadmap to diversify and strengthen the regional economy.

FISCAL IMPACT

The fiscal impact of the acceptance of the grant is \$40,000 in both revenue and expenditures, to be recognized in fiscal year (FY) 2024/2025. The new grant funds require a budget appropriation of \$40,000 to federal grant revenue (2301-441000) and \$40,000 in expenditures in the Grant Fund to CEDS grant expense (2301-ECD-652832).

In addition, these funds are a matching grant and the matching funds to be used, totaling \$40,000, are available in the approved FY 2024/2025 budget under one-time consulting fees within the General Fund (1100-ECD-652855).

ATTACHMENTS

1. Notice of Investment Award
2. Budget Amendment Resolution
3. Grant Summary Report

Notice of Investment Award

Title:	Economic Development District Planning
DOC Bureau:	Economic Development Administration
Investment No and Type:	ED24SEA0G0578 - Partnership Planning
Applicant:	City of Menifee
Contact Information:	Kayla Charters, Economic Development Analyst (951) 723-3712; kcharters@cityofmenifee.us
City/County, State:	Menifee/Riverside County, CA
U.S. Congressional District	41
EDA Investment Amount:	\$40,000
Total Project Cost:	\$80,000
Anticipated Impact/Outcome:	Establishes an economic development planning framework, process, and strategy that supports private capital investment and job creation in the region.

Description: This EDA planning investment supports the development and implementation of a comprehensive economic development strategy (CEDS) for the region served by the city of Menifee. The CEDS process is designed to bring together the public and private sectors in the creation of an economic development roadmap to diversify and strengthen the regional economy.

Should you have any questions, please contact EDA at (202) 482-2900.

RESOLUTION NO. 24-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA,
AMENDING THE FISCAL YEAR 2024/25 OPERATING BUDGET**

WHEREAS, the City of Menifee, California, adopted a budget for Fiscal Year 2023/24 and Fiscal Year 2024/25 with Resolution 23-1341 on June 21st, 2023; and

WHEREAS, from time to time the City of Menifee receives unanticipated revenues, experiences unanticipated expenditures, and/or identifies alternative funding sources; and

WHEREAS, it is in the best interest of the citizens of the City of Menifee to allocate budget resources to continue the operations of the City of Menifee; and

WHEREAS, the City Council of the City of Menifee needs to amend the FY2024/25 budget as follows:

AMENDMENTS TO ADOPTED BUDGET:

Grant Fund 2301 Adopted FY 2024/25 Revenue Budget: \$0.00

1. Record Appropriation(s):

CITY COUNCIL MEETING	DESCRIPTION	ACCOUNT #	AMOUNT
June 5, 2024	Mid-Cycle Budget Adjustments	Various	\$633,759.00
July 17, 2024	Grant: National Opiate Litigation Settlement	2301-00-XNC-XNCL-000-00000-441000	38,384.38
July 17, 2024	Grant: Cannabis Tax Fund	2301-00-XNC-XNCL-000-00000-441002	277,195.05
August 7, 2024	CalRecycle Cycle 16: Rubberized Pavement Grant Program CIP 24-21 (McCall Blvd Project)	2301-00-XNC-XNCL-000-00000-441002	92,500.00
September 18, 2024	Grant: Clean Air Day Microgrant	2301-28-XNC-XNCL-000-00000-441004	500.00
October 2, 2024	Grant: Economic Development Administration CEDS Grant	2301-00-XNC-XNCL-000-00000-441000	40,000.00
		TOTAL:	\$1,082,338.43

Amended Grant Fund 2301 FY 2024/25 Revenue Budget: \$1,082,338.43

Grant Fund 2301 Adopted FY 2024/25 Expenditure Budget: \$0.00

2. Record Appropriation(s):

CITY COUNCIL MEETING	DESCRIPTION	ACCOUNT #	AMOUNT
June 5, 2024	Mid-Cycle Budget Adjustments	Various	\$595,472.00
July 17, 2024	Grant: National Opiate Litigation Settlement	2301-51-MPD-PDAM-000-00000-658165	38,384.38
July 17, 2024	Grant: Cannabis Tax Fund	2301-51-MPD-PDAM-000-00000-658211	277,195.05
August 7, 2024	CalRecycle Cycle 16: Rubberized Pavement Grant Program CIP 24-21 (McCall Blvd Project)	2301-55-PWD-CIPS-658011	92,500.00

Amending the Fiscal Year 2024/25 Grant Fund Budget
Economic Development Administration CEDS Grant

September 18, 2024	Grant: Clean Air Day Microgrant	2301-53-CSD-CWES- 000-00000-652844	500.00
October 2, 2024	Grant: Economic Development Administration CEDS Grant	2301-50-ECD-XNCL- 000-00000-652832	40,000.00
		TOTAL:	\$1,044,051.43

Amended Grant Fund 2301 FY 2024/25 Expenditure Budget: \$1,044,051.43

3. Record Transfer of Funds:

FROM ACCOUNT #	TO ACCOUNT #	AMOUNT
	TOTAL:	\$0

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MENIFEE DOES HEREBY RESOLVE AS FOLLOWS:

The annual budget for the Grant Fund 2301 for the City of Menifee for FY2024/25 is hereby increased and amended to reflect unanticipated revenues and expenditures as follows:

Revenues:

Grant: Economic Development Administration CEDS Grant \$40,000.00

Amended Grant Fund 2301 FY2024/25 Budget \$1,082,338.43

Expenditures:

Grant: Economic Development Administration CEDS Grant \$40,000.00

Amended Grant Fund 2301 FY2024/25 Budget \$1,044,051.43

PASSED, APPROVED AND ADOPTED this 2nd day of October, 2024.

Bill Zimmerman, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Roseen, Acting City Clerk

Jeffrey T. Melching, City Attorney

CITY OF MENIFEE
GRANT SUMMARY REPORT
FINANCE DEPARTMENT

FISCAL YEAR OF GRANT AWARD: 2024/2025 **DATE CITY COUNCIL APPROVED:** 10/02/2024
Grant Name: Economic Development Administration CEDS Grant **Granting Agency:** Economic Development Admini
City Department: Economic Development **City Grant Administrator:** Kayla Charters
Grant performance period: 2024/2025 **Type of Grant:** ☐ State ☒ Federal ☐ Local ☐ Other: _____

Grant Purpose/City Program:

This EDA planning investment supports the development and implementation of a comprehensive economic development strategy (CEDS) for the region served by the City of Menifee. These funds will be used to fund the completion of Menifee's 5-Year CEDS upon completion of a formal Request for Proposal (RFP) process.

If Federal Grant:		
Federal Awarding Agency:	<u>Economic Dev. Adminis</u>	Federal CFDA Number: <u>11.302</u>
If Pass-through Grant:		
Pass-through Agency:	_____	Pass-through Number: _____
Grant ID Number:	<u>-</u>	
Grant Funding Period:	<u>2024/2025</u>	Amended Through: <u>-</u>
Amount from Granting Agency:	<u>\$40,000</u>	Method of Funding: <u>Reimbursement</u>
City Matching Funds:	<u>\$40,000</u>	Frequency of Funding: <u>One-Time</u>
Total Grant Amount:	<u>\$40,000</u>	If other, please describe: <u>N/A</u>

City Expenditure Account No: 2301-50-ECD-XNCL-000-00000-652832 **City Revenue Account No:** 2301-00-XNC-XNCL-000-00000-441000

Reporting Requirements:

TBD

Does the funding agency require a compliance audit? N/A
If yes, what kind of report? _____
Additional reporting required: N/A
Does the funding agency require a copy of the Single Audit report? No
Is this a federal grant (subject to Single Audit)? Yes
Can grant funds be carried over to other fiscal years? No
If yes, which years? _____
Is allocated interest a grant requirement? No