



CITY OF MENIFEE

SUBJECT: Councilmember Committee and Commission Appointments
MEETING DATE: February 5, 2025
TO: Mayor and City Council
PREPARED BY: Stephanie Roseen, City Clerk
REVIEWED BY: Stephanie Roseen, City Clerk
APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Councilmember Diederich to appoint each of the following: a) Planning Commissioner, b) Parks, Recreation, and Trails Commissioner, c) Quality of Life (Measure DD) Oversight Committee Member, d) Senior Advisory Committee Member, e) Menifee Citizens Advisory Committee Member, and f) Veterans and Military Families Advisory Committee Member; and
2. Councilmember Deines to appoint a member to the Planning Commission.

DISCUSSION

Every even numbered year, concurrent with the General Municipal Election, the City of Menifee conducts a biennial recruitment process to fill vacancies on its Committees and Commissions, ensuring alignment with legal requirements and promoting public engagement in local governance. The City offers several opportunities for residents to serve in advisory roles, including positions on the Planning Commission, Parks, Recreation, and Trails Commission, Quality of Life (Measure DD) Oversight Committee, Senior Advisory Committee, Menifee Citizens Advisory Committee (MCAC), and Veterans and Military Families Advisory Committee.

On January 15, 2025 Councilmembers Deines, Temple, Mayor Pro Tem Karwin, and Mayor Estrada made their appointments to the City's committees and commissions. Later during that same meeting, the City Council appointed Ben Diederich to the vacant seat on the City Council for District 2. Ben Diederich currently sat on the Planning Commission as appointed by Councilmember Dean Deines. With the appointment of Ben Diederich, Councilmember Deines must appoint a new member to the Planning Commission. Ben Diederich must appoint members to each of the committees and commissions.

As required by the Maddy Act (Government Code 54970), specific noticing requirements must be followed for vacancies. The Maddy Act aims to enhance public awareness of appointments made

by the City Council and encourages public participation in local government. The Act mandates the posting of a Local Appointments List, which includes appointment and expiration dates, qualifications, and meeting details.

To streamline the appointment process while adhering to legal requirements, the City Clerk Department conducts biennial recruitments for Committee and Commission positions. Notices of vacancies were published on October 16, 2024, and November 18, 2024, and were disseminated through the City's website and social media platforms. Applications were accepted through November 22, 2024, and the City Clerk received 69 applications, some for multiple positions. After the recruitment period closed, the City Clerk vetted the applications to ensure they met the minimum qualifications and compiled them for the City Council's review.

Applicants not selected will be placed on a two-year interest list and may be contacted to fill any unscheduled vacancies. The City Clerk Department will notify all applicants not selected with a letter, providing information on additional opportunities to volunteer in the community.

STRATEGIC PLAN OBJECTIVE

Community Engagement and Social Infrastructure

FISCAL IMPACT

There is no fiscal impact associated with the recommended action.

ATTACHMENTS

1. 2025 Proposed Local Appointments List