

CITY MANAGER'S ANNUAL PERFORMANCE REPORT





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SAFE, THRIVING, AND PREMIER PLACE TO BE

OUR MISSION

Through teamwork and leadership, the City of Meniffee provides essential services to improve the quality of life of our community.



OUR GOALS



**Safe & Attractive
Community**



**Livable & Economically
Prosperous Community**



**Responsive & Transparent
Government**



**Accessible & Interconnected
Community**

EXECUTIVE SUMMARY

Residents and City Council,

Imagine the City of Menifee as a finely-tuned clock, with three gears working together to ensure premier performance. These significant gears, which keep our organization thriving, are our **MISSION, STRATEGY,** and **IMPLEMENTATION** of programs and services. The City's Mission is to provide essential services that improve our community's quality of life through teamwork and leadership. The Mission is followed by our Strategy which stems from countless collaborative efforts and plans developed by City departments including our award-winning balanced budget, thoughtful Capital Improvement Program, and goal-oriented Strategic Plan. These strategic efforts have resulted in the Implementation of supreme programs and services for our residents and businesses.

So, what keeps our gears turning? Menifee's **BALANCED AND STEADY DEVELOPMENT!** Whether it be housing, commercial and industrial square footage, or recreation, development continues to drive our City and is the heart of this year's Annual Report.

In 2022, our Economic Development Team continued to connect with developers, businesses, and investors which resulted in securing the largest land deal in Chick-Fil-A's history to date, attracting four new hotels, and spurring over 12 million square feet of industrial development in the Northern Gateway. The Economic Development Team's notable connections fulfilled our strategic goal of a **LIVABLE AND ECONOMICALLY PROSPEROUS COMMUNITY**, which kept the gears moving for our Community Development Department. Throughout the year, City staff processed 262 planning applications, 883 New Single-Family Residence permits, over 5,000 building permits, and conducted more than 28,000 inspections.

Development continued throughout the City with its Public Works Department completing multiple large-scale projects including the resurfacing of City streets, enhancements to the Paloma Wash Trail, and major renovations at the Lazy Creek Recreation Center. Working in collaboration with Congressman Calvert's office, the City's Legislative Team was able to secure \$5 million in federal funding to support the Bradley Bridge over Salt Creek project. These infrastructure projects achieved the strategic goal of an **ACCESSIBLE AND INTERCONNECTED COMMUNITY.**

Speaking of funding, our Finance Team completed an update to the Citywide User Fee Study and Development Impact Fee (DIF) Study adopting new fee schedules, which will capture additional revenue to continue to advance infrastructure. In addition, the team updated the City's Business License Ordinance and issued 3,924 business licenses which included NEW businesses.

New city-wide programs were also launched this year including the Passport Program managed by the City Clerk's Office which provides residents with local access to United States passport services. The Office of the City Clerk also completed over 600 public records requests and helped to manage the November 2022 General Municipal Election, further helping the City achieve its strategic goal to be a **RESPONSIVE AND TRANSPARENT GOVERNMENT.** In addition, the Community Services Department gathered public input for the City's Parks Master

Plan Update. The team also opened three new parks, totaling 11 acres, including the largest bike park in Southern California (Gale Webb Action Sports Park).

Public Safety continues to remain a high priority for the City. In December, the City broke ground on the new Quail Valley Fire Station #5, as well as expanded safety equipment and personnel with an additional medic squad, totaling two medic squad units.

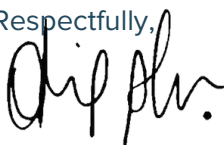
Menifee's Police Department continued to work on the strategic goal of making Menifee a **SAFE AND ATTRACTIVE COMMUNITY** by hiring additional police personnel and conducting community outreach efforts in multiple districts to enhance public safety.

These projects, programs, and services would not be possible without the internal gears that keep the City running. To effectively serve Menifee's growing population which has reached over 106,000 residents, our workforce has grown to 319 employees thanks to the tireless recruiting efforts of our Human Resources Department. I had the privilege of recognizing our City's efforts to strengthen employee retention first-hand at the International City/Council Management Association (ICMA) annual conference, where I presented an internal development tool "Menifee University: Attracting, Retaining, and Growing Employees". This year has also shed light on the importance of cybersecurity. Our Information Technology Department held a citywide cybersecurity training to ensure our staff recognizes potential cyber threats. That effort has resulted in blocking and preventing over 154 million attacks in our City's information technology system.

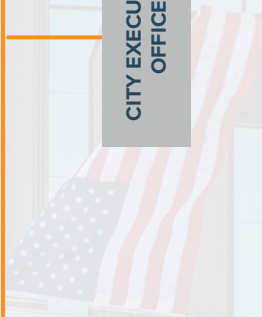
2022 was a year of growth and development, to say the least. I am proud to share that the year ended with many noteworthy accolades, including the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award, the 2022 Excellence Award from the International Economic Development Council (IEDC), and the Building Industry Association (BIA) - Riverside Chapter's Excellence in Government Service Award. Menifee was also named Best City by Inland Empire Magazine and voted Top Workplace by the Inland News Group for the fourth consecutive year. These would not be possible unless our most valued asset, "our City employees", gave their unwavering commitment and dedication to our organization.

As the City's gears turn in unison and goals are accomplished, I'd like to thank you all for your continued trust and support. Your patience, understanding, and willingness to ask the hard questions, allow us to improve our community's quality of life and provide a **SAFE, THRIVING,** and **PREMIER** place to be.

Respectfully,



Armando G. Villa
City Manager



OUR EXECUTIVE TEAM



ARMANDO VILLA
City Manager



ROCHELLE CLAYTON
Assistant City Manager



JONATHAN NICKS
Community Services
Director



LONNY OLSON
Fire Division Chief



REGINA FUNDERBURK
Chief Financial Officer



RON PUCCINELLI
Chief Information Officer



SARAH MANWARING
City Clerk



CHERYL KITZEROW
Community Development
Director



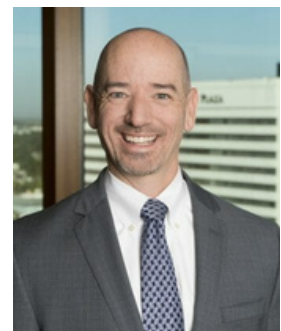
GINA GONZALEZ
Economic Development
Director



CHRIS KARRER
Interim Police Chief



NICK FIDLER
Public Works Director



JEFF MELCHING
City Attorney

NEW. BETTER. BEST.

CITY EXECUTIVE OFFICE



**Safe & Attractive
Community**

INSTALLED **64**
MILITARY BANNERS



**Responsive &
Transparent Government**

SHARED **163** NEWS FLASHES
1,419 SOCIAL MEDIA POSTS

SOCIAL MEDIA FOLLOWING



19,290



12,691



4,322



1,223



27,597

SUBMITTED **26** LEGISLATIVE
POSITION LETTERS

MET WITH

GOVERNOR NEWSOM'S REGIONAL OFFICE STAFF
CONGRESSMAN KEN CALVERT
SENATOR ROSILICIE OCHOA BOGH (3 TIMES)
ASSEMBLYMEMBER KELLY SEYARTO



**Livable & Economically
Prosperous Community**

AWARDED OVER

\$10 MILLION

IN FUNDING FOR INFRASTRUCTURE PROJECTS:

\$5 Million - Bradley Bridge over Salt Creek

\$4 Million - Scott Road/Bundy Canyon Road

\$2.5 Million* - Quail Valley Septic-to-Sewer Conversion

*Assisted Eastern Municipal Water District (EMWD)



CITY MANAGER HOSTED

7 CHAT WITH CITY MANAGER EVENTS



PRESENTED AT

Temecula Valley Chamber of Commerce Annual Southwest Regional Economic Forecast
International City/County Management Association (ICMA) Conference in Columbus, Ohio
Municipal Management Association of Southern California (MMASC) Conference



Safe & Attractive Community

HOSTED TWO COMMUNITY SHREDDING EVENTS IN THE SPRING AND FALL



396

PARTICIPANTS



660

BOXES SHRED

NEW PROGRAM

LAUNCHED UNITED STATES PASSPORT SERVICES PROGRAM IN OCTOBER 2022



PROCESSED 18 PASSPORT APPLICATIONS



Responsive & Transparent Government

32

CITY
COUNCIL
MEETINGS

38

COMMITTEE &
COMMISSION
MEETINGS

PUBLIC RECORDS REQUESTS



669 OPENED



668 CLOSED

2022 GENERAL MUNICIPAL ELECTION & BIENNIAL COMMISSION AND COMMITTEE RECRUITMENT

Fair Political Practices Commission (FPPC) Filings:

41 Form 400 Series - Campaign Finance Disclosure

3 Form 500 Series - Statement of Organization

99 Form 700 Series - Statement of Economic Interest



COMMUNITY DEVELOPMENT



Responsive & Transparent Government



GROUNDBREAKINGS

Legado Master Planned Community
Rockport Ranch Specific plan
Cimarron Ridge Specific Plan
Quartz Ranch
Sumac Ridge

5-YEAR CONSOLIDATED PLAN ADOPTED WITH YEAR 1 ANNUAL ACTION PLAN

PROCESSED **262** PLANNING APPLICATIONS
& 33 ADMINISTRATION APPROVALS



MENIFEE COMMERCE CENTER
INDUSTRIAL PROJECT

NEWPORT POINT
COMMERICAL CENTER

SCOTT COMMERCE
CENTER



Livable & Economically Prosperous Community

COMPLETED
DEVELOPMENT CODE CLEAN-UP
PERMIT-READY ACCESSORY DWELLING UNIT (ADU)
PLANS & HANDBOOK
SUN CITY TECHNICAL ASSISTANCE PANEL (TAP)

ADOPTED

Battery Energy Storage Ordinance
Economic Development Corridor Warehouse Code Amendment & Good Neighbor Policy
Electric Vehicle (EV) Charging Station Streamline Ordinance
Housing Element (re-adopted and certified)
Industrial Parking Standards Ordinance
Objective Development Standards



Safe & Attractive Community

ADOPTED 2022
CALIFORNIA BUILDING & FIRE CODES

BUILDING PERMITS



5,294
BUILDING PERMITS ISSUED



883
NEW SINGLE FAMILY RESIDENCE
PERMITS ISSUED



28,578
INSPECTIONS CONDUCTED



4,633
CUSTOMERS ASSISTED



HOUSING

Launched the Permanent Local Housing Allocation (PLHA) Homeowner Down Payment Program
Menifee's Rental/Mortgage Assistance Program funded 9 residents

COMMUNITY SERVICES



Safe & Attractive Community



MENIFEE PARK RANGERS
CONDUCTED **4,341** PARK VISITS
& HOSTED 10 COMMUNITY PROGRAMS

PARK MAINTENANCE

Completed Plant and Tree Replacement Project
Received 1,539 maintenance requests and completed 1,483 requests
Upgraded Lazy Creek Park including turf irrigation, volleyball court, and other park amenities



Responsive & Transparent Government

PARKS MASTER PLAN UPDATE

13

PUBLIC STAKEHOLDER MEETINGS

807

PUBLIC SURVEYS RECEIVED



Accessible & Interconnected Community

Remodeled Paloma Wash Trail
Upgraded Lazy Creek Recreation Center

OPENED 3 NEW PARKS

including Gale Webb Action Sports Park!



Livable & Economically Prosperous Community



RECREATION PROGRAMS

- Offered 370 Contract Classes in-person, outdoors, and virtually with 2,777 registered participants
- Served 3,929 youth across 89 programs ranging from Tiny Tots to Teens
- 495 participants across 158 Healthy Menifee programs



SENIOR PROGRAMS

- Distributed 18,800+ free meals
- Offered 220+ FREE senior activities with 21,328 participants



SOLID WASTE & RECYCLING

- Collected 10 tons of waste through Waste Management Litter Abatement Partnership
- Hosted 3 Bulky Item Drop-off events
- Processed 2,634 Senior Bill Credit applications to ease implementation of state law (SB 1383)
- Resolved 186 Illegal Bulky Item Dumping work orders
- Received \$426,355 in grant funding



SPECIAL EVENTS

- Hosted 34 Special Events with 36,000 participants
- Supported 58 City or Non-Profit Organization events



ECONOMIC DEVELOPMENT



Responsive &
Transparent Government



LARGEST STATE OF CITY TO DATE



DEVELOPED & HOSTED
FIRST CITIZENS ACADEMY



ANNUAL COMPREHENSIVE ECONOMIC
DEVELOPMENT STUDY (CEDS)
COMPLETED AND UPDATED



Livable & Economically
Prosperous Community



ATTRACTED
4 NEW HOTELS



CREATED 500+ JOBS
WITH NEW
DEVELOPMENT

LAUNCHED EXPLORE
MENIFEE CAMPAIGN
AND PUBLICATION



DEVELOPED TECH
SOUTHWEST, MEDICAL,
AND MANUFACTURING
COUNCILS



DEVELOPED CITY
FILM SERVICES
PROGRAM



FACILITATED LARGEST DEAL
IN CHICK-FIL-A'S HISTORY
THAT ALSO CLEANS UP
BLIGHT IN THE CITY



HOSTED MENIFEE'S
KEEPING. EXISITING. EMPLOYERS.
PROFITABLE. (K.E.E.P.)
BUSINESS WALK



SPURRED OVER 12 MILLION
SQUARE FEET OF INDUSTRIAL
DEVELOPMENT IN THE NORTHERN
GATEWAY



HELD 3 MAYOR IDEA
EXCHANGES TIED TO THE CITY'S
COMPREHENSIVE ECONOMIC
DEVELOPMENT STUDY (CEDS)



COMPLETED
JOBS BLUEPRINT PLAN

VALUE ADDED - DEOMOGRAPHICS

	2021	2022
AVERAGE INCOME	\$87,000	\$109,395 (25% INCREASE)
EDUCATION ATTAINMENT	30.1%	33.9% (13% INCREASE)



LAUNCHED 4 NEW PROGRAMS

- FAMILIARIZATION (FAM) SITE SELECTOR TOUR IN PARTNERSHIP WITH ECONOMIC DEVELOPMENT COALITION
- M.E.N.U. (MOM AND POPS, ENTERTAINMENT, NEW, UNIQUE) START-UP GRANT
- PASSPORT TO MENIFEE PROGRAM (VIRTUAL)
- TACO TRAIL PROGRAM (VIRTUAL)



**Livable & Economically
Prosperous Community**

**UPDATED BUSINESS LICENSE
ORDINANCE**

**ISSUED 3,924 BUSINESS LICENSES
& 991 PURCHASE ORDERS**

ADOPTED NEW FEE SCHEDULES



**CITY WIDE
USER FEE
STUDY**



**DEVELOPMENT
IMPACT FEE (DIF)
STUDY**

**CALIFORNIA MUNICIPAL TREASURES
ASSOCIATION (CMTA)
INVESTMENT POLICY CERTIFICATION**



**Responsive & Transparent
Government**

ADOPTED

FISCAL YEAR 2022/2023 ANNUAL BUDGET

COMPLETED

FISCAL YEAR 2021/2022 ANNUAL
COMPREHENSIVE FINANCIAL REPORT

HOSTED

BUSINESS LICENSE REQUIREMENTS
VIRTUAL WORKSHOP

FIRE



**Responsive &
Transparent Government**

SECOND MEDIC SQUAD

STAFFED AND IN SERVICE AT FIRE STATION #7
IN SEPTEMBER 2022

**HIRED FIRE SAFETY SPECIALIST
& FIRE SYSTEMS INSPECTOR**



**Safe & Attractive
Community**

PLAN REVIEWS

**INCREASE IN FIRE
CALLS FOR SERVICE**

237

893

3,915

7%

**PLANNING
APPLICATIONS**

INSPECTIONS

**INITIATED ANNUAL BUSINESS INSPECTION PROGRAM
WITH 257 BUSINESS INSPECTED**



**HELD GROUNDBREAKING OF
NEW QUAIL VALLEY FIRE
STATION #5**



HUMAN RESOURCES



**Safe & Attractive
Community**

COMPLETED

EVACUATION PLAN
INTEGRATED PREPAREDNESS PLAN
MASS NOTIFICATION SYSTEM PROPOSAL
SPECIAL EVENT INSURANCE PROCEDURE



TRAINING

Evacuation Drill

Emergency Operations Center (EOC) Internal Tabletop Exercise

Active Shooter Training with Meniffee Police Department

Southern California Edison Public Safety Power Shutoffs (SCE

PSPS) Exercise



**HOSTED FIRST
EMERGENCY
PREPAREDNESS FAIR**

HELD 3 CERT BASIC TRAININGS
& ATTENDED CERT FIELD DAY TRAINING

PERSONNEL



72

RECRUITMENTS
COMPLETED



128

NEW
EMPLOYEES



2,006

PAYROLL BENEFIT
TRANSACTIONS



3,867

APPLICATIONS
RECEIVED



COMPLETED MENIFEE
CITY EMPLOYEE
ASSOCIATION (CEA)
LABOR NEGOTIATIONS



CONDUCTED BENEFIT
BROKERAGE SERVICES
REQUEST FOR
PROPOSAL (RFP)



IMPLEMENTED NEOGOV
LEARN



FINALIZED CALPERS
UNUSED SICK LEAVE
AUDIT



29 STAFF COMPLETED
MENIFEE'S LEADERSHIP
ACADEMY



IMPLEMENTED 457(B)
ROTH RETIREMENT
ACCOUNT OPTION &
SCHOLARSHARE 529 PLAN

INFORMATION TECHNOLOGY



Safe & Attractive Community

CONDUCTED

CITYWIDE CYBERSECURITY TRAINING

& BLOCKED AND PREVENTED
OVER 154 MILLION CYBER ATTACKS

Established Menifee Police Department's
Computer Aided Dispatch System (CAD)
Data Access and Menifee Address
Update Process



IMPLEMENTED Menifee's Emergency Operations Center (EOC)
Electric Utility Outage Dashboard



GEOGRAPHIC INFORMATION SYSTEMS (GIS)

COMPLETED

Accela/GIS Integration
GIS Improvements in Data Accuracy, System Capabilities, and
Multiple Applications Deployed
Land Development and Capital Improvement Program (CIP) GIS
Dashboard
Master Drainage Plan Incorporation into GIS
Military Banner GIS Layer Map & Inventory Application
Street Sign Mobile GIS App



Responsive & Transparent Government

FINALIZED Smart Cities Broadband Master Plan
(Pending Council Approval)

POLICIES DEVELOPED

- Cybersecurity Policy
- Camera Security Policy (Draft)
- Confidentiality Policy (Draft)
- Information Technology Staff (Draft)
- Information Technology Staff Standby Policy (Draft)
- Project Prioritization Policy (Draft)
- System Change Management Policy (Draft)
- System Update & Patching Policy (Draft)
- Technology Purchasing Policy (Draft)



PUBLIC EDUCATION GOVERNMENT (PEG) CHANNEL

Formalized Partnerships with Frontier and Spectrum
Completed Memorandum of Understanding (MOU) with
Mt. San Jacinto College (MSJC) for Content Sharing

Capital Improvement Project Status

City of Menifee Department of Engineering & Public Works
Updated December 2022

Completed

Under Construction

In Design

Future



4,246

SUPPORT REQUESTS
COMPLETED



AUTOMATED

EMPLOYEE ON-BOARDING PROCESS



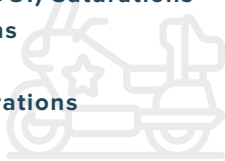
DEVELOPED

INFORMATION TECHNOLOGY
DEPARTMENT STRATEGIC PLAN



TRAFFIC SAFETY OPERATIONS CONDUCTED

- 4 Driving Under the Influence (DUI) Checkpoints
- 12 Driving Under the Influence (DUI) Saturations
- 7 Traffic Enforcements Operations
- 4 Distracted Driver Operations
- 3 Pedestrian/Bicycle Safety Operations
- 2 Motorcycle Safety Operations



RECORDS

9,691 CALLS RECEIVED

6,192 CASES PROCESSED

1,208 CASES SUBMITTED TO BE
FILED WITH DISTRICT
ATTORNEY

ANNUAL WEED ABATEMENT PROGRAM



2,167
INITIAL/FOLLOW-UP INSPECTIONS



197
COURTESY NOTICES



797
CLOSED CASES



20
GRAFFITI LETTERS ISSUED



Safe & Attractive Community

75,116 DISPATCHED CALLS FOR SERVICE

22,569 OFFICER-INITIATED INCIDENTS

**ISSUED 4,417 TRAFFIC CITATIONS WITH A
TOTAL OF 6,012 VIOLATIONS**

NEW EQUIPMENT

- Additional Fixed License Plate Readers
- One Vehicle Outfitted with Mobile License Plate Reader Technology
- New Computer and Cellphone Forensic Examination Software
- Virtual Reality Equipment for De-escalation Training



K-9 UNIT

282 Deployments
16 Searches for Suspects
1 Apprehension
41 Arrests/De-escalation

22 Detection Searches
4 Article/Dangerous
Weapons Located
14 Located Narcotics
Searches

PUBLIC WORKS



**Accessible &
Interconnected Community**



**HELD GROUNDBREAKING
OF HOLLAND ROAD
OVERPASS!**



ADOPTED
MENIFEE'S FIVE-YEAR
CIP (2022 -2027)

6 PROJECTS INCLUDED
WORTH AN ESTIMATED
\$6.6 MILLION COMPLETED
IN 2022

CAPITAL IMPROVEMENT PROGRAM (CIP)
PROJECTS COMPLETED

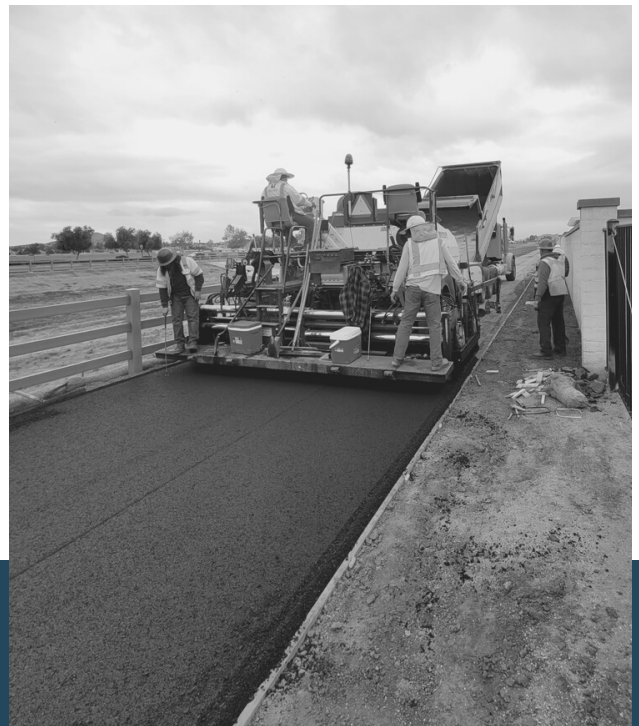
Lazy Creek Recreation Center Parking Lot Improvements - \$1,879,175
McCall Boulevard Resurfacing - \$1,238,394
Paloma Wash Trail - \$1,628,312
Peacock Place Resurfacing - \$965,731
Rancho LaVita Community Resurfacing - \$813,974
Local Road and Safety Plan - \$98,604



**Safe & Attractive
Community**

& COMPLETED 961 FLEET WORK ORDERS
OVER 3,000 FIELD SERVICE WORK ORDERS

SPECIAL DISTRICTS ESTABLISHED	IMPROVEMENT PLANS APPROVED		IN FAIR SHARE COLLECTION	
7	51	81	38,206	\$735k
	GRADING PLAN REVIEWS		CONSTRUCTION INSPECTIONS COMPLETED	



AWARD WINNING CITY



TOP 10 BOOMTOWN IN THE NATION BY SMARTASSET

NAMED BEST CITY

IN INLAND EMPIRE

by Inland Empire Magazine



Honored by the Inland Empire
Economic Partnership (IEEP) at the
10th Annual "Turning Red Tape into
Red Carpet" Awards for

MENIFEE CARES SMALL BUSINESS RELIEF GRANT

TOP WORK PLACES

FOR THE
**FOURTH
CONSECUTIVE
YEAR**

BY THE INLAND NEWS GROUP

MENIFEE'S ECONOMIC DEVELOPMENT
DEPARTMENT RECEIVED

2022 EXCELLENCE AWARD

by the International Economic Development Council (IEDC)



EXCELLENCE IN GOVERNMENT SERVICE AWARD

BY BUILDING INDUSTRY ASSOCIATION (BIA) -
RIVERSIDE CHAPTER



FINANCIAL AWARDS

FROM THE GOVERNMENT FINANCE
OFFICERS ASSOCIATION (GFOA)

Certificate of Achievement for Excellence in
Financial Reporting (AFCFR) for Fiscal Year 20/21



Distinguished Budget Presentation Award
for Fiscal Year 22/23

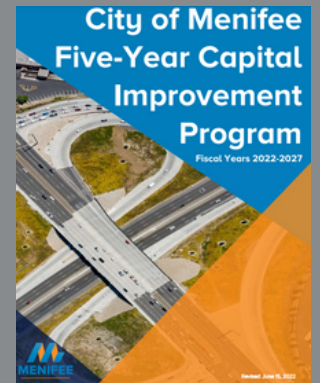
ADDITIONAL RESOURCES



ANNUAL BUDGET
FY 2022/23



STRATEGIC
VISIONING PLAN
FY 2018-2023



CAPITAL IMPROVEMENT
PROGRAM
FY 2022-2027