



AGENDA

CITY COUNCIL - SPECIAL MEETING (WORKSHOP)

CITY OF BANNING, CALIFORNIA

January 28, 2025
4:00 p.m.
In Chambers

Council Chambers
99 E. Ramsey Street
Banning, CA 92220

The following information comprises the agenda for the regular meeting of the Banning City Council, a joint meeting of the City Council and Banning Utility Authority, and the Banning City Council sitting in its capacity as the Banning Successor Agency Board.

Per the City of Banning Manual of Procedural Guidelines, matters taken up by the Council before 10 p.m. may be concluded, but no new matters shall be taken up except upon a majority vote of the council members present and voting. Such an extension shall only be valid for one hour and each hour thereafter shall require a renewed action for the meeting to continue.

1. CALL TO ORDER

2. PUBLIC COMMENTS - Agenda Items Only

3. WORKSHOP

3.1 Planning Commission Interviews for Positions 1 & 2

Recommendation: Conduct interviews to fill Planning Commission vacancies for Positions 1 & 2.

3.2 Parks and Recreation Commission Interviews for Positions 1 & 2

Recommendation: Conduct interviews to fill Parks and Recreation Commission vacancies for Positions 1 & 2.

4. ADJOURNMENT

AFFIDAVIT • DECLARACIÓN JURADA

IT IS HEREBY CERTIFIED under the laws of the State of California that the above agenda was posted on the City's website (www.banningca.gov) as well as the Bulletin Board at Banning City Hall, located at 99 E Ramsey Street, Banning, CA 92220, at least 24 hours in advance of the meeting.

Caroline Patton, Administrative City Clerk
Secretario adjunto de la ciudad

PUBLIC NOTICE • NOTICIA PÚBLICA

Meeting Agendas and Notices

Interested in receiving email and/or text notifications of upcoming City Council meetings? Sign up for meeting notifications through the City's website. Pursuant to amended Government Code §54957.5(b), staff reports and other public records related to open session agenda items are available on the City's website (www.banningca.gov/).

Public Comment

Agenda Items

Any member of the public may address this meeting of the City Council on any item appearing on the agenda. A five-minute limitation shall apply to each member of the public and no member of the public shall be permitted to share their time with any other person.

Non-Agenda Items

Any member of the public may address this meeting of the City Council on any item which does not appear on the regular meeting agenda but is of interest to the general public and is an item upon which the City Council may act. A three-minute limitation shall apply to each member of the public and no member shall be permitted to share their time with any other person. No action shall be taken, nor discussion held by the City Council, on any item which does not appear on the agenda, unless the action is otherwise authorized in accordance with the provisions of subdivision (b) of §54954.2 of the Government Code.

Special Assistance/Accessibility Requests

In compliance with the Americans with Disabilities Act, any member of the public may request that the agenda and agenda packet be mailed to them. If you need special assistance to participate in this meeting (such as translation services), please contact the City Clerk's Office. Advanced notification of at least 48 hours prior to the meeting will allow the city to make arrangements to ensure your accessibility.

¿Necesita servicios de traducción para participar? Contacto Oficina del Secretario de la Ciudad.

CONTACT • CONTACTO

City Clerk's Office | 951-922-3102 | CityClerks@banningca.gov
99 East Ramsey Street, Banning, California 92220



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Caroline Patton, Administrative City Clerk

MEETING DATE: January 28, 2025

SUBJECT: Planning Commission Interviews for Positions 1 & 2

RECOMMENDATION:

Conduct interviews to fill Planning Commission vacancies for Positions 1 & 2.

BACKGROUND:

The Planning Commission's rules and responsibilities are governed by Chapter 2.28 of the Municipal Code. The Commission's two main functions are to review land development applications for compliance with the Zoning Code and to make recommendations to the City Council regarding large projects and changes to the General Plan or Zoning Ordinance.

The Banning Municipal Code Section 2.28.020 requires applications be made available and vacancies announced at least two months prior to the vacancy. The Planning Commission vacancies were advertised on the City's website and across social media platforms starting in October 2024. Public Notices were published in the Record Gazette on October 11 and November 22, 2024. The final date to submit an application was Friday, December 20, 2024.

JUSTIFICATION:

Eight applications were received for the Planning Commission vacancies and are up for consideration:

- Rhea Cardona
- Kathleen Dale
- Edward Dean
- Gerry Phelps
- Douglas Reynoldson
- Cambria Richardson
- Nathaniel Rodriguez
- Marco Santana

Staff recommends asking each applicant two interview questions:

1. Tell us briefly about yourself (qualities/experience/expertise) and what aspects best describe your qualifications to serve on the City's Planning Commission; and,
2. Explain your knowledge of the Planning Commission's roles and responsibilities, and their contribution to the City long-term development goals. Further, explain how the Commission contributes to a better quality of life for the residents, businesses and patrons to the city.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [PC Applications.pdf](#)
2. [Banning MC Section 2.28](#)
3. [2024 10 11_Affidavit - Notice of Vacancies.pdf](#)
4. [2024 11 22_Affidavit - Notice of Vacancies.pdf](#)



APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill two vacancies on the City of Banning Planning Commission. These positions' terms of office will begin in February 2025 and run through January 2029. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, December 20, 2024.**

Name Rhea L Cardona
Phone 9098213433
Email Address pulsetaker123@hotmail.com9798
Address 9789 Sugar Pine Circle, Banning, Ca. 92220

Are you currently employed? ☐ Yes ☒ No

Position _____ Company _____

Length of Residency in Banning 54 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Planning Commission. All applications and/or materials submitted for this purpose become a public record.
Ample space is provided. Please do not submit supplemental materials.

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I have lived in Banning, California for 54years. My mother was born here in Banning. I grew up in Palm Springs, Ca. My 3 adult children, 2 grandchildren and two great grand children have and are attending Banning Schools. I worked for Headstart 7 years as a parent coordinator working with families in the community. Worked as a Realtor for one year here in the Pass Area. Worked15 years for Desert Hospital and in the last 10 years while working at Desert Hospital I raised two grandchildren on my own and returned to school at College of the Desert to become a Registered Nurse at the age of 50 and a Bachelor Degree in Nursing at age 56. Retired from the Riverside County

2. What types of major issues should the Planning Commission deal with?

Comprehensive planning, review and advise the governing body on land use decisions, including zoning changes subdivision applications and development proposals and developing regulations. Reviewing and approving development plans and making recommendations to the city council. Environmental impact, traffic impact, public outreach and engagement. Citizen involvement is very important.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

Providing adequate public services, overcrowding public schools, and housing shortages. Keeping Banning as a desirable area to live by keeping our housing that adequate to the surrounding and existing housing that will not devalue our homes.

Would the rezoning of a land parcel allow the construction of a 30 plus unit development give single housing unit in a higher valuation. No is the answer. Zoning is high on the list for Banning on my list. I need to know more and that is why being on the Planning Commission is very important to me.

Additional Information About this Position

Per City of Banning Municipal Code Chapter 2.28, proof of residency shall be submitted at time of application to the Commission through voter registration or a utility bill at a physical address within city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served. Applicants will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed. Please note that this is a volunteer position. Members shall disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment. Planning Commission shall hold no other municipal office in the city. Members may not be employees of the city.

Per City of Banning Resolution 2012-67, you will be required to submit to a criminal background investigation, to include LiveScan fingerprinting, prior to appointment.

Please return to: City of Banning
City Clerk's Office
99 E. Ramsey Street
PO Box 998
Banning, CA 92220

**Return
by:**

**Friday, December 20, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.

Rhea L Cardona

12/16/2024

Signature

Date



APPLICATION TO SERVE ON PLANNING COMMISSION

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Name Kathleen Dale
Phone 951-941-3883
Email Address kdalenmn@aol.com
Address 3800 West Wilson Street #243, Banning, CA 92220

Are you currently employed? ☐ Yes ☒ No

Position _____ Company _____

Length of Residency in Banning Six years, seven months

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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Ample space is provided. Please do not submit supplemental materials.*

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I worked for 35 years as a planner (Riverside and Moreno Valley) and environmental consultant (Webb Associates and Jones and Stokes/ICF International). I hold a Bachelor of Science degree in Environmental Science from UC Riverside and aside from two short periods away as an Air Force brat, have lived my entire life in Moreno Valley and Banning.

I volunteer on my HOA Board and have followed matters before the Parks and Recreation Commission, Planning Commission and Council since moving to Banning.

2. What types of major issues should the Planning Commission deal with?

A primary function of the Planning Commission is review of private development projects and public works projects, in the context of conformance with the City General Plan, Municipal Code, and the California Environmental Quality Act. The Commission may act as the decision-maker, an advisory body, or an appeal body, depending upon the nature of individual matters. Focuses of fulfilling this responsibility should include ensuring that the public feels welcome to participate in Commission hearings and that decisions are based upon sound written findings.

Another substantial responsibility of the Planning Commission relates to its role as an advisory body relative to the General Plan and Municipal Code. Community controversy surrounding recent development proposals - such as the Charles Street cannabis project and Banning Point - have highlighted key land use compatibility and circulation issues that should be priorities for changes to the City's land use regulations.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

A fundamental component for successful growth and development is an educated and engaged citizenry. Based upon my observations to date, outside of two or three key neighborhoods, public participation is generally lacking. I believe the Planning Commission can play a role in improving citizen engagement by modifying public notification procedures, instituting workshops for high profile development proposals, and pursuing implementation of adopted General Plan policies calling for development of neighborhood plans (Community Development Policy 5 and Program 5A).

The City has designated lands at the eastern City limits for industrial development. While this location can ultimately be developed in a manner that is respectful to nearby established residential and commercial neighborhoods, a key consideration in the timing of development is the planned I -10 Cottonwood interchange. Planning for this interchange, and options for interim truck routes that avoid established residential and commercial neighborhoods, should be a priority.

Additional Information About this Position

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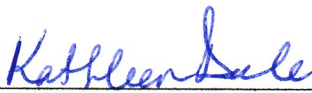
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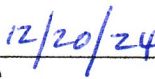
**Return by: Friday, December 20, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature



Date



APPLICATION TO SERVE ON PLANNING COMMISSION

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Name Edward Charles Dean III

Phone (951) 451-8470

Email Address edwardcdean3@gmail.com

Address 4038 Hillside Drive, Banning, CA 92220

Are you currently employed? ☐ Yes ☒ No

Position _____ Company _____

Length of Residency in Banning 14 Years (2000-2008) (2018-Current)

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

Fourteen years of U.S. Army experience as a Personnel and Administration Specialist and Military Training Supervisor, specializing in land-use planning, resource allocation, and regulatory compliance. Proven ability to advise leadership on policies, zoning, and operational strategies while fostering inclusivity and public trust. Skilled in leading teams, mediating competing interests, and advancing sustainable, community-centered urban planning solutions. Adept at forecasting trends to drive economic growth, environmental sustainability, and equitable resource access. Dedicated to applying planning expertise to enhance urban livability and operational efficiency.

2. What types of major issues should the Planning Commission deal with?

- Guide Sustainable Urban Growth: Address long-term city development by balancing economic, residential, and environmental needs, ensuring responsible land-use, zoning regulations, and sustainable growth strategies that preserve the city's cultural and aesthetic character.
- Promote Affordable Housing and Community Development: Review and recommend housing policies to meet community needs, support population growth, and foster vibrant neighborhoods through revitalization of underutilized spaces and development of inclusive, diverse housing options.
- Support Infrastructure and Transportation: Oversee infrastructure improvements that support population growth, enhance transportation systems, and ensure efficient utilities, while prioritizing public health, safety, and equitable access to resources.
- Foster Economic and Environmental Resilience: Balance development initiatives with environmental preservation, historic preservation, and smart growth practices, ensuring economic development, environmental sustainability, and vibrant, resilient communities for future generations.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

1. Housing Development and Affordability

Challenge: Growing demand for housing may affect affordability.

Opportunity: Promote affordable and mixed-use housing developments.

Resolution: Update housing policies and partner with developers to offer diverse housing options.

2. Economic Development and Job Creation

Challenge: Need to diversify the economy and create local job opportunities.

Opportunity: Attract businesses to boost local economic growth.

Resolution: Implement economic development plans, offer incentives, and improve infrastructure.

3. Public Safety and Crime Prevention

Challenge: Rising crime rates may concern residents.

Opportunity: Enhance public safety to improve quality of life.

Resolution: Invest in law enforcement, community policing, and crime prevention initiatives.

4. Infrastructure and Transportation

Challenge: Rapid growth may strain infrastructure and traffic.

Opportunity: Improve infrastructure to support expansion.

Resolution: Prioritize road expansions, public transit, and utility improvements.

Additional Information About this Position

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**Return
by:**

**Friday, December 20, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature



Date



RECEIVED

NOV 27 2024

City of Banning
City Clerk's Office

APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill two impending vacancies on the City of Banning Planning Commission. The term of office will begin upon appointment and will expire on January 31, 2025. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, November 29, 2024.**

Name Gerry Cousins Phelps

Phone 951-267-1580

Email Address secretknowledge@aol.com

Address 1033 Pine Valley Road. Banning, CA 92220

Are you currently employed? ☐ Yes ☒ No

Position Retired Company _____

Length of Residency in Banning 9+ years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I've held several executive positions in sales. At one time, I was the youngest and only female Sales Manager in the record business (six gold records for sales). I also worked extensively in theater and taught audition technique to trained actors in my own studio, IN THE MOMENT, Studio City, CA. I'm a published writer and produced playwright. When not pursuing the arts, I am a full time stock/options trader.

Past Treasurer of HOA in Sherman Oaks, CA. and volunteered on the Board of Directors of small corporation.

RECEIVED

2. What types of major issues should the Planning Commission deal with?

Banning has a General Plan. Like most small towns, it just "grewed." I believe at this point, we are large enough for a Master Plan of Development. The Planning Commission has the crucial advisory role in such overall and wide-ranging harmonization especially in the approval processes and providing recommendations that influence the approval processes for developments, land use plans, and infrastructure investments, while avoiding any conflicts of interest. The key word here is harmonization.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

In implementing a vision or plan of action, special attention must be paid to zoning codes, i.e., approving or denying zoning codes, development plans, and variances. To my mind a zoning code is a promise or an assurance that individual personal and corporate investments are protected. Arbitrarily changing codes is a serious matter and due considerable judiciousness as real estate values and the "look" of a community depend on them. This is true of a town, industrial park, recreation area, entertainment/cultural center, or residential community. Civic/bureaucratic over-reach is often well intended, but must be overruled in all circumstances, if we want Banning to be a prideful beautiful place to live and work and not just a hodgepodge of this and that.

Additional Information About this Position

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5:00 p.m.**

Or email to: cityclerks@banningca.gov Remember to sign your application.

Jerry Cousin Phelps

Signature

11/21/2024

Date

*Please Note: The only real estate investment
my husband and I have is our
home. So, there should be no
conflicts of interest.*



APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill three immediate vacancies on the City of Banning Planning Commission. The term of two of these offices will begin upon appointment and run through January 2025. The term of the third office will begin upon appointment and run through January 2027. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, November 29, 2024.**

Name Douglas Reynoldson

Phone 909-478-4517

Email Address douglas.reynoldson@gmail.com

Address 721 N Sunset Ave Spc. #18 Banning, CA 92220

Are you currently employed? ☒ Yes ☐ No

Position Agent/President Company DLR Real Estate Advisors

Length of Residency in Banning 5 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

My back ground has been in management, real estate, and development for the past 30yrs. I sold many real estate projects throught out southern California and have been a part of many project management teams helping entitle both residential and commercial retail projects. I was a parks and recreation appointee for the City of Yucaipa and helped establish their downtown festivals. I was a board memeber for the Yucaipa Swim Team. I have worked closely with Habitat for Humanity and organized one of their golf tournaments several years ago. My education back ground; Crafton Hills College, Wayne State College and University of Nebraska Omaha.

2. What types of major issues should the Planning Commission deal with?

Planning Commissioners are appointed to provide constructive development guidance for projects brought before the commission that meet or exceed the City development standards and codes as well as all state and county development codes. The role of a planning commissioner should be to subjectively guide the applicant with design criteria based on the city vision and design codes. All planning commissioners should be able to desively provide the city council a well designed and thouroughly vetted project for them to make the final decison based on the communities wishes and vison. Planning commissioners should always keep the integrity of the city's residents future in mind at all times. Planning commissioners should be a voice of the community at large while guiding applicants and their projects through the process that they are entitled to do with their property.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

The City of Banning is currently experiencing a growth of residential development and sitting on the cusp of bringing significant change to the pass area for future industry creating jobs and tax based revenues for the city with commercial retail development. The city is poised to have significant change within the next 10 years and the challenges are what to do to manage the types of growth to ensure a sustainable local economy that supports the younger generations as well as the need for taking care of the older generations that have been here. This area is still considered the affordable option for young families. Challenges with cities are best dealt with in my opinion if as many residents get involved as possible and are informed by the city staff and city council members however they can get those people engaged and informed. Communication between city staff, city council and planning commissioners is so critical to the growtrh challenges of a community. Without a cohesive line of subjective communication a city will struggel to devlop in the manner it needs to for its residents.

Additional Information About this Position

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**Return
by:**

**Friday, November 29, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



12/5/2024

Signature

Date



APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill two impending vacancies on the City of Banning Planning Commission. The term of office will begin upon appointment and will expire on January 31, 2027. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, November 29, 2024.**

Name Cambria Richardson
Phone (559) 940-4081
Email Address Camirich86@gmail.com
Address 11055 Sunset Ave Banning, CA 92220
Are you currently employed? ☒ Yes ☐ No
Position HR Generalist Company La Jolla Group
Length of Residency in Banning 3 years
Are you a registered voter? ☒ Yes ☐ No
Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No
Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I have a bachelor's degree in Human Resources Business management. I have been w/my current company for over 10 years. The last 7 of those years has been in HR. Prior to that I have worked in retail & food as Store or General manager.

2. What types of major issues should the Planning Commission deal with?

The commission should act and advise on all zoning & development within the city. They should be a part of decision making on projects. The commission should keep the city and its residents best interest in all decisions made, keeping the community engaged with the city and residents property value protected are key in city planning.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

The city seems to be engaging in low-income support for residents, driving a 'class' to the city that will not promote future growth. The city building/businesses and streets are neglected. Banning compared to surrounding cities is looked down on. There are no businesses or attractions that drive consumers to our city. If the correct retailers are not brought in and the city does not focus on infrastructure (instead of more housing) it will fail. Banning should be striving to gain something that Beaumont, Victoria, Calimesa, do not already have. The future of Banning is at a tipping point.

Additional Information About this Position

Per City of Banning Municipal Code Chapter 2.28, proof of residency shall be submitted at time of application to the Commission through voter registration or a utility bill at a physical address within city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served. Applicants will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed. Please note that this is a volunteer position. Members shall disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment. Planning Commission shall hold no other municipal office in the city. Members may not be employees of the city.

Per City of Banning Resolution 2012-67, you will be required to submit to a criminal background investigation, to include LiveScan fingerprinting, prior to appointment.

Please return to: City of Banning
City Clerk's Office
99 E. Ramsey Street
PO Box 998
Banning, CA 92220

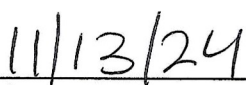
**Return by: Friday, November 29, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature



Date



RECEIVED

NOV 27 2024

City of Banning
City Clerk's Office

RECEIVED
NOV 27 2024
CITY CLERK'S OFFICE

APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill two impending vacancies on the City of Banning Planning Commission. The term of office will begin upon appointment and will expire on January 31, 2025. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, November 29, 2024.**

Name Nathaniel Rodriguez

Phone 760.534.5559

Email Address rodriguez.nate85@gmail.com

Address 6111 Knoll Place Banning, CA 92220

Are you currently employed? ☒ Yes ☐ No

Position Project Manager Company Palm Springs Unified School District

Length of Residency in Banning 3 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Planning Commission. All applications and/or materials submitted for this purpose become a public record.

Ample space is provided. Please do not submit supplemental materials.

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

Born and raised in Banning, I left to pursue studies in Phoenix, where I earned an A.A. in Drafting from a tech school. Three years ago, I returned to my hometown and currently work with the Palm Springs Unified School District in the Facilities Planning Department, overseeing budgets, project planning, strategic planning, collaboration and support with district staff, board agendas procedures, city and local jurisdictions, coordinate with architects, engineers, inspectors, contractor and testing and oversee school construction projects.

Beyond my professional role, I actively contribute to the community as a member of the Police Advisory Committee, founder of a new soccer club in the city. Additionally, I serve as the pastor of a new church plant that launched two years ago, fostering faith and connection in our community.

2. What types of major issues should the Planning Commission deal with?

Planning Commission should deal with a wide range of issues related to land use, urban development, and community planning. These issues are crucial for guiding sustainable growth and maintaining a balance between economic, environmental, and social needs. Here are the major types of issues the Planning Commission should address:

- Land use and zoning
- Urban development and growth management
- Infrastructure and public facilities
- Environmental sustainability
- Housing and community development
- Economic development
- Historic preservation and cultural resources
- Public engagement and community input
- Transportation planning
- Legal and policy compliance

By addressing some of these issues, will have a better way of shaping the future of a community while ensuring sustainable and equitable development.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

1. Affordable Housing

Problem: Housing is too expensive for many residents.

Solution: Build more affordable units, convert unused buildings into housing, and partner with developers to create cost-effective homes.

2. Traffic and Transportation

Problem: Growing traffic and outdated transit systems.

Solution: Improve public transit, make streets more bike- and pedestrian-friendly, and use smart traffic systems to reduce congestion.

3. Environmental Concerns

Problem: Urban growth harms the environment and reduces green spaces.

Solution: Expand parks, promote eco-friendly building, and use green solutions like rain gardens and solar energy.

4. Economic Challenges

Problem: Overdependence on one industry or sector.

Solution: Attract diverse businesses, support small startups, and offer job training for new industries.

5. Aging Infrastructure

Problem: Roads, water systems, and utilities can't meet current needs.

Solution: Upgrade infrastructure using government funds and partnerships with private companies.

Opportunities and Actions

1. Downtown Revitalization

Opportunity: Improve neglected urban areas to attract businesses and residents.

Action: Build mixed-use developments, improve public spaces, and host events.

2. Smart Technology

Opportunity: Use technology to improve city services.

Action: Install smart devices for traffic and utilities, expand public Wi-Fi, and use data for better planning.

3. Community Involvement

Opportunity: Engage residents to shape the city's future.

Action: Host public meetings, use surveys for feedback, and form advisory groups.

4. Recreational Growth

Opportunity: Build parks, trails, and sports facilities to enhance quality of life.

Action: Plan for recreation needs, partner with sponsors, and promote natural resources.

5. Diversity

Opportunity: Embrace cultural and demographic diversity.

Action: Support minority-owned businesses, host cultural events, and plan inclusively for all groups.

Additional Information About this Position

Per City of Banning Municipal Code Chapter 2.28, proof of residency shall be submitted at time of application to the Commission through voter registration or a utility bill at a physical address within city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served. Applicants will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed. Please note that this is a volunteer position. Members shall disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment. Planning Commission shall hold no other municipal office in the city. Members may not be employees of the city.

Per City of Banning Resolution 2012-67, you will be required to submit to a criminal background investigation, to include LiveScan fingerprinting, prior to appointment.

Please return to: City of Banning
City Clerk's Office
99 E. Ramsey Street
PO Box 998
Banning, CA 92220

**Return by: Friday, November 29, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature

22NOV24

Date



APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill two vacancies on the City of Banning Planning Commission. These positions' terms of office will begin in February 2025 and run through January 2029. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, December 20, 2024.**

Name	Marco Santana		
Phone	9513339921		
Email Address	marcosantanam.ed@gmail.com		
Address	957 E George St, Banning CA 92220		
Are you currently employed?	☒ Yes	☐ No	
Position	Program Director	Company	Nonprofit
Length of Residency in Banning	31 years		
Are you a registered voter?	☒ Yes	☐ No	
Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex?	☒ Yes	☐ No	
Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time?	☒ Yes	☐ No	

Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Planning Commission. All applications and/or materials submitted for this purpose become a public record.
Ample space is provided. Please do not submit supplemental materials.

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I was born and raised in Banning, attending Banning High and developing a deep appreciation for community and service. After earning my Master of Education from UCR, I remained committed to making a meaningful impact in my hometown. At Faith in Action of the San Geronio Pass, I've worked to connect low-income and at-risk residents to healthcare, social services, and workforce development opportunities while securing funding to support programs that empower families. My engineering experience with Project Farma strengthened my skills in managing complex projects and coordinating diverse teams, giving me a unique, results-driven approach.

2. What types of major issues should the Planning Commission deal with?

As a Planning Commissioner, I will ensure that decisions about land use and the General Plan reflect our community's needs and values while continuing to build on the progress Banning has already made. Thoughtful planning is essential to fostering growth that strengthens our infrastructure, supports local businesses, and enhances the quality of life for residents. My focus will include expanding housing opportunities for families and homeowners, encouraging small businesses and projects that bring value and joy to our community, and investing in infrastructure like public spaces and transit that make our city more connected and livable. By balancing property rights with careful planning and providing thoughtful feedback on projects, we can guide Banning's growth in a way that is sustainable, equitable, and aligned with the character and aspirations of our community.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

Banning is at a pivotal moment in its growth, with opportunities to build on its progress toward economic revitalization while addressing challenges like retaining local talent, supporting small businesses, and creating spaces that enhance community connection. One challenge is ensuring that local, home-grown businesses and organizations have the support needed to thrive. By fostering partnerships and prioritizing projects that bring value and joy to residents—such as revitalizing downtown spaces or creating mixed-use developments—we can strengthen the local economy and improve quality of life. Another challenge is balancing development with the community's needs and values. Thoughtful planning is critical to ensuring that proposals align with what residents want while addressing infrastructure needs like walkable public spaces and reliable transit. As a Planning Commissioner, I would approach projects with a critical but fair perspective, offering thoughtful feedback to maximize their benefit and ensure they support long-term sustainability. By prioritizing initiatives that encourage economic growth, support local talent, and create pride in our city, Banning can continue building a vibrant and resilient future.

Additional Information About this Position

Per City of Banning Municipal Code Chapter 2.28, proof of residency shall be submitted at time of application to the Commission through voter registration or a utility bill at a physical address within city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served. Applicants will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed. Please note that this is a volunteer position. Members shall disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment. Planning Commission shall hold no other municipal office in the city. Members may not be employees of the city.

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Banning, CA 92220

**Return
by:**

**Friday, December 20, 2024
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature

12/20/2024

Date

2.28.010 - Planning commission—Membership requirements.

- A. Members of the planning commission shall be residents of the City of Banning who hold no other municipal office in the city. Members may not be employees of the city.
- B. Proof of residency shall be submitted at time of application to the commission through voter registration, utility bill at a physical address within the city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served.

(Code 1965, § 2-5.)

2.28.020 - Term and vacancies.

- A. The planning commission shall consist of five members.
- B. Planning commissioners shall serve four-year terms, which shall be staggered every two years concurrent with the city elections. Appointments shall be made by the city council. Applications shall be made available and the closing date announced at least two months prior to the expiration of the commissioner's term to be filled.
- C. In order to re-set the terms of office of planning commissioners consistent with paragraph (b) above, commencing January 2021, the city council shall appoint members of the planning commission, whether newly appointed or as reappointed members, to one of the following five numbered positions:
 - 1. Position 1. The term of office for Position 1 will begin February 1, 2021, and expire on January 31, 2025.
 - 2. Position 2. The term of office for Position 2 will begin February 1, 2021, and expire on January 31, 2025.
 - 3. Position 3. The term of office for Position 3 will begin February 1, 2021, and expire on January 31, 2023.
 - 4. Position 4. The term of office for Position 4 will begin February 1, 2021, and expire on January 31, 2023.
 - 5. Position 5. The term of office for Position 5 will begin February 1, 2021, and expire on January 21, 2023.
- D. Upon the expiration of each term of office specified in paragraph C, persons appointed or reappointed to the Position shall serve for a succeeding four-year term measured from the expiration of the prior term of that position. In the event the city council has not completed the appointment process by February 1 of each odd number year to fill the terms of positions that

are to commence on February 1 of that year, the predecessor's term of office for that position is automatically extended until the date that the successor has been appointed and sworn into office.

- E. Members shall serve at the pleasure of the council and may be removed at any time by a majority vote of the entire council.
- F. Any member who is unexcused for two consecutive regular meetings of the commission or six meetings within a twelve-month period, whether the six meetings are excused or not, will be deemed to have forfeited his or her office and the city council may appoint a new member to serve in the commissioner's position for the remainder of their term.
- G. To be excused from any such meeting, a member shall notify the planning department, at least forty-eight hours prior to any such meeting that the member will not be in attendance at the upcoming meeting. If a member is unable to attend due to illness, injury or family matters, an oral statement made proving that specific reason by the member at the next regular meeting of the commission shall constitute an excused absence.

(Code 1965, § 2-6.)

(Ord. No. 1569, § 1, 9-22-20)

2.28.030 - Compensation.

- A. Members of the planning commission shall not receive compensation; reasonable traveling expenses to and from conferences and/or special field trips and training sessions shall be reimbursed.
- B. Upon authorization by the city manager, the planning commission and members of its staff, may attend city planning conferences or meetings, or hearings on city planning legislation, or matters affecting the planning of the city. The reasonable expenses of such attendance shall be charged upon the funds allocated to the commission.
- C. All fundings shall be established through the City of Banning budget, which shall be approved by the city council.

(Code 1965, § 2-7.)

2.28.040 - Rules of procedure.

- A. A quorum of the planning commission shall consist of a majority of the members (including any vacancies). A quorum must be present in order for the planning commission to hold a meeting.
- B. In the event that only three commissioners are present, any actions recommending amendment to the Municipal Code or general plan must be unanimous; all other actions would require a majority vote of the commission in attendance. A tie vote shall constitute a denial of the matter or request brought before the planning commission.

- C. The commission shall adopt rules for the transaction of business and shall keep a record of its transactions, findings, and determinations. The Brown Act and "Robert's Rules in Plain English" by Doris P. Zimmerman (Harper Perennial) shall be incorporated into such rules.
- D. The commission shall follow all applicable city fiscal and administrative policies and procedures.

(Code 1965, § 2-8.)

2.28.050 - Duties and responsibilities.

- A. The planning commission shall exercise those functions of the planning agency of the city delegated to it in the Banning Municipal Code.
- B. At the regular February meeting, the planning commission shall choose a chairperson and a vice-chairperson from among the planning commission members. The chairman and vice-chairman shall serve for one term. Both positions shall rotate every year.
 - 1. The chairperson shall preside at all regular and special meetings and rule on all points of order and procedure during the meetings.
 - 2. The vice-chairperson shall assume all duties of the chairperson in his or her absence.
 - 3. In the event the chairperson and vice-chairperson are both absent, an acting chairperson shall be appointed from the commission for the meeting from those present.
- C. The planning commission's scope of responsibility is to:
 - 1. Prepare, review, adopt, and recommend to the city council for its adoption, a long range, comprehensive general plan to guide future physical development and conservation of the city and its adjoining environs based on geographic, social, economic and political characteristics of the community;
 - 2. Prepare, review, adopt and recommend to the city council for its adoption of special area specific plans for identifiable areas, wherein more detailed guidelines are needed to supplement the objectives of the general plan;
 - 3. Review development applications submitted to the city for consistency with adopted plans and ordinances. Approve or deny applications when final authority is granted to the planning commission by the Municipal Code. Make a recommendation on those actions for which the city council is the final reviewing approval body;
 - 4. Act as the appeal body on decisions made by the community development director;
 - 5. Perform such other functions and duties as the city council may from time to time direct and/or provide within the Banning Municipal Code.

D.

The commission may form ad-hoc subcommittees in accordance with the Brown Act, and make appointments to that subcommittee, as it deems necessary. A quorum of commission members may not be appointed to serve in a single subcommittee. Before forming a subcommittee, the commission shall establish a specific mission and term for the subcommittee.

- E. The planning commission is an important function within the City of Banning, and as such, certain expectations are held by the city council in making the appointment of individuals to the commission. These expectations include the following:
1. Commissioners will attend all regular meetings and special meetings as they arise;
 2. Commissioners will communicate expected and unexpected absences to the planning department, prior to the meeting;
 3. Commissioners will communicate any potential conflicts of interest on agenda items to the planning department in advance of the hearing to allow confirmation of a quorum;
 4. Commissioners will arrive on time to each meeting, fully participate, and remain in attendance until the end of each meeting;
 5. Commissioners will prepare themselves for each meeting by reading the agenda, reports and other materials, and visiting the site, as necessary, and communicate any questions to the secretary in advance of the hearing. Pursuant to Resolution 2000-41, if a commissioner visits the site prior to a hearing on the matter, the commissioner shall disclose at the hearing such evidence and observation gathered during the site visit;
 6. Commissioners are encouraged to attend the annual planner's institute (Monterey and Southern California) or an equivalent planning training program given by a University of California campus (or approved equivalent) and may attend other planning conferences and or training classes as the need and opportunities arise. The city will also provide regular in-service training and make-up training where attendance is required;
 7. New commissioners are expected to become familiar with the city's general plan, the "Planning Commission Handbook" (prepared by the State of California), the relevant Municipal Code sections particularly those relevant to zoning to become familiar with these documents. The "Guide for New Members" distributed by the planning commissioners journal and www.plannersweb.com are other valuable resources for new commissioners;
 8. Applicants to the planning commission will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed; and
 9. New commissioner members will attend an expanded orientation session with the liaison to the commission and other staff, as deemed necessary, to provide new appointees with a solid understanding immediately upon appointment. The orientation will include an overview of

the planning process, a review of the commission's structure, policies and bylaws, a summary of available documents and resources, and a review of the commission's relationship with citizens, staff, developers, and the governing body.

- F. The planning commission may serve on regional boards or commissions as directed by the city council.
- G. The planning commission shall participate in annual meetings with the city council to discuss development activity, development doctrine, policies, etc.

(Code 1965, § 2-8.1.)

(Ord. No. 1569, § 2, 9-22-20)

2.28.060 - Conflict of interest requirements.

- A. The State of California Political Reform Act requires planning commission members to disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis.
- B. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment.
- C. If an apparent conflict of interest arises, the member shall inquire of the city attorney or staff prior to the meeting.

(Code 1965, § 2-8.2.)

2.28.070 - Staff liaison.

- A. The staff liaison to the planning commission shall be the community development director.
- B. The planning commission liaison, supported by the secretary to the planning commission (a staff position), shall be responsible for:
 - 1. Confirming that a quorum will be present prior to each meeting;
 - 2. Receiving and recording all exhibits, petitions, documents, or other material presented to the planning commission in support of, or in opposition to, any issue before the planning commission;
 - 3. Signing all meeting minutes and resolutions upon approval;
 - 4. Preparing and distributing agendas and agenda packets;
 - 5. Facilitating the tape recording of meetings and preparation of minutes; and
 - 6. Responding to all questions from planning commission members regarding agenda items in advance of meetings.

(Code 1965, § 2-8.3.)

2.28.080 - Meeting times and places.

A. The planning commission shall meet on the first Wednesday of each month at 5:30 p.m. at the city council chambers located at 99 E. Ramsey Street, or at such time and place as the commission may designate by resolution.

B. Commissioners will attend special meetings as they arise.

(Code 1965, § 2-8.4.)

(Ord. No. 1427, § 1, 9-14-10; Ord. No. 1594, § 1, 8-22-22)

2.28.090 - Adoption.

A. This document, as adopted and amended by council resolution, shall serve as the bylaws for the commission.

(Code 1965, § 2-9.)

AFFIDAVIT OF PUBLICATION

Record Gazette
218 N. Murray St., Banning, CA 92220

Proof of Publication
(2015.5 C.C.P.)

Planning Commission Public Notice

State of California)
County of Riverside) SS.

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above matter. I am the principal clerk of the printer and publisher of Record Gazette, a newspaper published in the English language in the City of Banning, County of Riverside, and adjudicated a newspaper of general circulation as defined by the laws of the state of California by the Superior Court of the County of Riverside, under the date October 14, 1964, Case No. 54737. That the notice, of which the annexed is a copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

Oct 11, 2024

Executed on: October 11, 2024

At City of Banning, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature

Kathy Shepard

**PUBLIC NOTICE
CITY OF BANNING
PLANNING COMMISSION**

The City of Banning is accepting applications to fill **two impending vacancies** on the City of Banning Planning Commission. The term of three of these offices will begin in February 2025 and run through January 31, 2029.

These are volunteer positions on a Commission that meets on the **first Wednesday of each month** at 5:30 P.M. You must be a registered voter in the City of Banning to qualify. All applicants must successfully complete a background investigation with fingerprinting before appointment. The application and qualifications for this position are available on the City's website at <http://banning.ca.us/79/Planning-Commission>.

The deadline to submit your application to the City Clerk's Office is Friday, December 20, 2024 at 5:00 P.M. Submit to the City Clerk's Office, PO Box 998, Banning, CA 92220 or by emailing your signed application to cityclerks@banningca.gov.

/s/Caroline Patton, Deputy City Clerk
City of Banning, California

Dated: October 1, 2024
Publish: October 11, 2024

AFFIDAVIT OF PUBLICATION

**Record Gazette
218 N. Murray St., Banning, CA 92220**

**Proof of Publication
(2015.5 C.C.P.)**

2024 11 19 Public Notices Plan Com Vacancies

**State of California)
County of Riverside) SS.**

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above matter. I am the principal clerk of the printer and publisher of Record Gazette, a newspaper published in the English language in the City of Banning, County of Riverside, and adjudicated a newspaper of general circulation as defined by the laws of the state of California by the Superior Court of the County of Riverside, under the date October 14, 1966, Case No. 54737. That the notice, of which the annexed is a copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

Nov 22, 2024

Executed on: November 22, 2024

At City of Banning, California

I ceritfy (or declare) under penalty of perjury that the foregoing is true and correct.

Signature

Kathy Shepard

PUBLIC NOTICE



CITY OF BANNING PLANNING COMMISSION

The City of Banning is accepting applications to fill three immediate vacancies on the City of Banning Planning Commission. Two of these positions' terms of office will begin in February 2025 and run through January 2029. One position's term of office will begin in February 2025 and run through January 2027.

These are volunteer positions on a Commission that meets on the first Wednesday of each month at 5:30 P.M. You must be a registered voter in the City of Banning to qualify. All applicants must successfully complete a background investigation with fingerprinting before appointment. The application and qualifications for this position are available on the City's website at <http://banning.ca.us/79/Planning-Commission>.

The deadline to submit your application to the City Clerk's Office is Friday, December 20, 2024 at 5:00 P.M. Submit to the City Clerk's Office, PO Box 998, Banning, CA 92220 or by emailing your signed application to cityclerks@banningca.gov.

/s/ Caroline Patton, Administrative City Clerk
City of Banning, California
Dated: November 19, 2024
Publish: November 22, 2024



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Caroline Patton, Administrative City Clerk

MEETING DATE: January 28, 2025

SUBJECT: Parks and Recreation Commission Interviews for Positions 1 & 2

RECOMMENDATION:

Conduct interviews to fill Parks and Recreation Commission vacancies for Positions 1 & 2.

BACKGROUND:

The Parks and Recreation Commission's rules and responsibilities are governed by Chapter 2.40 of the Municipal Code. The Commission's main function is to serve as an advisory board to the City Council and the Parks and Recreation Director for the purpose of the formulation of rules, regulations and policies for all parks and recreation programs, activities, and fees.

The Banning Municipal Code Section 2.40.030 requires applications be made available and vacancies announced at least two months prior to the vacancy. The vacancies were advertised on the City's website and across social media platforms starting October 2024. Public notice of these vacancies was placed in the Record Gazette on October 11, 2024. The application period closed on Friday, December 20, 2024.

JUSTIFICATION:

Four applications were received for the Parks and Recreation Commission vacancies and are up for consideration:

- Key Fragas
- Michael Gonzales
- Steven Lapham
- Charissa Preuss

Staff recommend asking each applicant the following questions:

1. Tell us briefly about yourself (qualities/experience/expertise) and why you are interested on being on the City's Parks & Recreation Commission.
2. Explain your knowledge of the Parks & Recreation Commission's roles and responsibilities for City services and how it contributes to creating a quality of life for the residents and people who visit the community.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [Parks and Recreation Commission Applications.pdf](#)
2. [Banning MC Section 2.40.pdf](#)
3. [2024 10 11_Affidavit - Parks and Rec Vacancies Notice.pdf](#)



APPLICATION TO SERVE ON PARKS AND RECREATION COMMISSION

This application is to fill **two impending vacancies** on the Parks and Recreation Commission. The term of office for both positions will begin February 2025 and will expire on January 31, 2029. The Parks and Recreation Commission meets monthly on the **Third Wednesday** of each month, except July and August. **Applications are due to the Office of the City Clerk no later than Friday, December 20, 2024 at 5:00 p.m.**

Name Keawepoo Fragas

Phone 3107400917

Email Address keyspots411@gmail.com

Address 850 Aloeway Banning Ca 92220

Are you currently employed? ☒ Yes ☐ No

Position CMO Company Us Tech Works

Length of Residency in Banning 13

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to attend commission meetings on it ☒ Yes ☐ No
regular meeting date?

*Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Parks & Recreation Commission. **Please do not submit supplemental materials.***

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I have been a resident of Banning for 13 years, during which I have developed strong connections within the community. Over the past two years, I have served on the Parks and Recreation Commission, where I have consistently advocated for the best interests of our youth and the city. My dedication to fostering community engagement is evident in my active participation in numerous city and community events, where I have shared my presence and support.

2. What unique skills and traits would you bring to the commission?

I bring a unique blend of experience, community connection, and vision to the Parks and Recreation Commission. My deep understanding of the community's needs, paired with my ability to collaborate effectively with diverse groups, enables me to serve as a bridge between the city and its residents. My proven ability to organize events and foster dialogue ensures that community voices are heard and incorporated into actionable plans. Furthermore, my creative contributions, such as the Lions Park mural, highlight my dedication to enhancing the city's cultural and recreational landscape.

3. Why are you interested in serving on the Parks & Recreation Commission? What do you hope to achieve during your term of service?

My interest in serving on the Parks and Recreation Commission stems from my passion for fostering a thriving, inclusive community. I am committed to ensuring our city's growth is accompanied by accessible, high-quality recreational opportunities for residents of all ages. During my term, I hope to:

Strengthen the collaboration between the city and its residents through increased outreach and planning initiatives.

Enhance youth sports and recreational programs to meet the needs of our growing community.

Advocate for projects that celebrate our city's identity and bring people together, such as public art and community events.

I would like to continue to contribute to its development as a vibrant, welcoming city.

In accordance with Banning's City Council Resolution 2012-67, if selected you will be required to submit to a criminal background investigation, including LiveScan fingerprinting prior to your formal appointment.

Please return to: City of Banning
City Clerk's Office
99 E. Ramsey Street
PO Box 998
Banning, CA 92220

Return by: December 20, 2024
5:00 p.m.

Or email to: cityclerks@banningca.gov

Remember to sign your application.

Signature



12/20/2024
Date



APPLICATION TO SERVE ON PARKS AND RECREATION COMMISSION

This application is to fill **two impending vacancies** on the Parks and Recreation Commission. The term of office for both positions will begin February 2025 and will expire on January 31, 2029. The Parks and Recreation Commission meets monthly on the **Third Wednesday** of each month, except July and August. **Applications are due to the Office of the City Clerk no later than Friday, December 20, 2024 at 5:00 p.m.**

Name Michael gonzales

Phone 840 251 4534

Email Address Socalthunder87@gmail.com

Address 324 s23rd st

Are you currently employed? ☐ Yes ☒ No

Position Retired Company Busd

Length of Residency in Banning 55yrs

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to attend commission meetings on it ☒ Yes ☐ No
regular meeting date?

*Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Parks & Recreation Commission. **Please do not submit supplemental materials.***

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

Worked for both school district banning and Beaumont for 26 yrs born and raised in banning coach baseball locally for 27 yrs was board member for banning pass little league graduate from banning in 1987 raised a family here

2. What unique skills and traits would you bring to the commission?

I am very familiar with the parks in Banning I did field maintenance for Lyons park so I have a good idea what parks need and what can be used for

3. Why are you interested in serving on the Parks & Recreation Commission? What do you hope to achieve during your term of service?

To make our parks family friendly to make sure all parks are safe for everyone and to make our parks beautiful for everyone that visit Banning and to hold more events at our parks

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PO Box 998
Banning, CA 92220

Return by: December 20, 2024
5:00 p.m.

Or email to: cityclerks@banningca.gov

Remember to sign your application.

Michadel gonzales
Signature

12 202024
Date



APPLICATION TO SERVE ON PARKS AND RECREATION COMMISSION

This application is to fill **two impending vacancies** on the Parks and Recreation Commission. The term of office for both positions will begin February 2025 and will expire on January 31, 2029. The Parks and Recreation Commission meets monthly on the **Third Wednesday** of each month, except July and August. **Applications are due to the Office of the City Clerk no later than Friday, December 20, 2024 at 5:00 p.m.**

Name Steven Lapham

Phone 909-225-8594

Email Address mnstr167@gmail.com

Address 345 e repplier rd

Are you currently employed? ☐ Yes ☒ No

Position _____ Company _____

Length of Residency in Banning 60 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to attend commission meetings on it ☒ Yes ☐ No
regular meeting date?

*Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Parks & Recreation Commission. **Please do not submit supplemental materials.***

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

Retired Union Construction Foreman, Past President Banning Youth Baseball and Softball. Past Vice President Banning Little League. Current Commander Post 428 American Legion. Current District 21 (riverside county) Representative for the East American Legion. Married 40 years, Father of 5.

2. What unique skills and traits would you bring to the commission?

Strong leadership skills, common sense, committment to the city and the youth of the city. Army Veteran with connections to the veteran community in the county.

3. Why are you interested in serving on the Parks & Recreation Commission? What do you hope to achieve during your term of service?

i would hope to open up soccer fields, maybe look into some sort of public golf facility, get more use out of the facilities we have at sylvan park and repplier park.

In accordance with Banning's City Council Resolution 2012-67, if selected you will be required to submit to a criminal background investigation, including LiveScan fingerprinting prior to your formal appointment.

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99 E. Ramsey Street
PO Box 998
Banning, CA 92220

Return by: December 20, 2024
5:00 p.m.

Or email to: cityclerks@banningca.gov

Remember to sign your application.

Steven C Lapham

12/19/2024

Signature

Date



APPLICATION TO SERVE ON PARKS AND RECREATION COMMISSION

This application is to fill **two impending vacancies** on the Parks and Recreation Commission. The term of office for both positions will begin February 2025 and will expire on January 31, 2029. The Parks and Recreation Commission meets monthly on the **Third Wednesday** of each month, except July and August. **Applications are due to the Office of the City Clerk no later than Friday, December 20, 2024 at 5:00 p.m.**

Name Charissa Prouss

Phone (480) 486-1934

Email Address charissaprouss@gmail.com

Address 154 N. 1116th Ln, Avondale, Arizona 85323

Are you currently employed? ☒ Yes ☐ No

Position Sales Manager Company Starbucks

Length of Residency in Banning 18 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to attend commission meetings on its regular meeting date? ☒ Yes ☐ No

*Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Parks & Recreation Commission. **Please do not submit supplemental materials.***

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

Hi! As a lifelong resident of Banning and a proud Banning High School graduate, I've always valued the role our parks and recreation programs play in building a vibrant community. My career, including over four years as a Retail Sales Manager at Starbucks and experience with Ulta Beauty and Matrix Absence Management, has equipped me with strong leadership and organizational skills. Coupled with my volunteer work in youth development and community improvement projects, I'm excited to bring a fresh perspective to enhancing recreational opportunities for the people of Banning.

2. What unique skills and traits would you bring to the commission?

I bring a combination of leadership, community insight, and operational expertise to the Parks and Recreation Commission. My upbringing in Banning gives me a personal understanding of the community's values and needs, while my professional background equips me with the skills to manage complex projects, foster collaboration, and deliver results. As a team leader, I am adept at building relationships, resolving conflicts, and driving team performance. I also bring a strong marketing and customer service background, which will be invaluable in promoting recreational programs and engaging with residents. My technical proficiency in tools such as Microsoft Word, Excel, and PowerPoint enables me to analyze data, create reports, and communicate effectively. Lastly, my ability to mentor and train individuals reflects my commitment to personal development and capacity building—qualities I would bring to every initiative of the Commission.

3. Why are you interested in serving on the Parks & Recreation Commission? What do you hope to achieve during your term of service?

I am passionate about contributing to the community that shaped my values and professional success. The Parks and Recreation Commission represents an opportunity to give back by helping create and maintain spaces that inspire community connection, health, and recreation. My goal is to advocate for inclusive and accessible programs that reflect the diverse needs of Banning residents, from youth sports to senior wellness initiatives. During my term, I hope to collaborate with local stakeholders to enhance park facilities, expand programming, and secure funding for future projects. I am particularly interested in creating youth mentorship programs, as I believe recreational spaces can serve as platforms for education, leadership, and personal growth. I aim to use my experience and insight to keep Banning's parks and recreation services vital and cherished.

In accordance with Banning's City Council Resolution 2012-67, if selected you will be required to submit to a criminal background investigation, including LiveScan fingerprinting prior to your formal appointment.

Please return to: City of Banning
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Banning, CA 92220

Return by: December 20, 2024
5:00 p.m.

Or email to: cityclerks@banningca.gov

Remember to sign your application.



~~Dec 20th, 2024~~

Signature

Date

Chapter 2.40 - PARKS AND RECREATION COMMISSION

2.40.010 - Established—Purpose.

There is hereby established a parks and recreation commission of the city for the purpose of facilitating the integration of the parks and recreation activities for the city.

(Code 1965, § 15-1; Ord. No. 1438, § 1.A., 6-14-11)

2.40.020 - Advisory agency designated—Powers and duties.

The city parks and recreation commission shall serve as an advisory agency to the city council and the director of community services for the purpose of the formulation of rules, regulations and policies for all parks and recreation programs, activities, and fees. Parks and recreation commission members shall be registered voters of the City of Banning.

(Code 1965, § 15-2; Ord. No. 1438, § 1.A., 6-14-11)

2.40.030 - Appointment of members.

- A. The parks and recreation commission shall consist of five members.
- B. The parks and recreation commission shall serve four-year terms, which shall be staggered every two years concurrent with the city elections. Appointments shall be made by the city council. Applications shall be made available and the closing date announced at least two months prior to the expiration of the commissioner's term to be filled.
- C. Members shall serve at the pleasure of the council and may be removed at any time by a majority vote of the entire council.
- D. Any member who is absent from two regular meetings of the Commission within a twelve-month period whether the absence is excused or not, will be deemed to have resigned their office and the City Council may appoint a new member to serve in the resigned commissioner's place for the remainder of the existing term.

(Code 1965, § 15-3; Ord. No. 1438, § 1.A., B., 6-14-11; Ord. No. 1579, § 2, 11-9-21)

2.40.040 - Conduct of meetings.

- A. The commission shall meet at 6:00 P.M. on the third Wednesday of the following months: January, February, March, April, May, June, September, October and November.
- B. Additional meeting may occur if deemed necessary by the city council or commission chairperson.
- C. A majority of the voting members of the commission shall constitute a quorum.

(Code 1965, § 15-4; Ord. No. 1438, § 1.A., 6-14-11)

AFFIDAVIT OF PUBLICATION

Record Gazette
218 N. Murray St., Banning, CA 92220

Proof of Publication
(2015.5 C.C.P.)

Parks and Rec Vacancy Public Notice 10/11

State of California)
County of Riverside) SS.

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above matter. I am the principal clerk of the printer and publisher of Record Gazette, a newspaper published in the English language in the City of Banning, County of Riverside, and adjudicated a newspaper of general circulation as defined by the laws of the state of California by the Superior Court of the County of Riverside, under the date October 14, 1964, Case No. 54737. That the notice, of which the annexed is a copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

Oct 11, 2024

Executed on: October 11, 2024

At City of Banning, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature

Kathy Shepard

**PUBLIC NOTICE
CITY OF BANNING
PARKS & RECREATION COMMISSION**

The City of Banning is accepting applications to fill **two impending vacancies** on the City of Banning Parks & Recreation Commission. The term of these offices will begin in February 2025 and run through January 31, 2029.

These are volunteer positions on a Commission that meets on the **third Wednesday of each month** at 6:00 P.M. You must be a registered voter in the City of Banning to qualify. All applicants must successfully complete a background investigation with fingerprinting before appointment. The application and qualifications for this position are available on the City's website at <http://banning.ca.us/607/Parks-Recreation-Commission>.

The deadline to submit your application to the City Clerk's Office is Friday, December 20, 2024 at 5:00 P.M. Submit to the City Clerk's Office, PO Box 998, Banning, CA 92220 or by emailing your signed application to cityclerks@banningca.gov.

/s/Caroline Patton, Deputy City Clerk
City of Banning, California

Dated: October 1, 2024
Publish: October 11, 2024