



**City of Menifee  
Menifee Citizens Advisory Committee (MCAC)  
Meeting Agenda  
Tuesday, February 27, 2018**

**City Council Chambers  
29714 Haun Road  
Menifee, CA 92586**

**6:00 p.m. Regular Meeting**

***THE PURPOSE OF THE MENIFEE CITIZENS ADVISORY COMMITTEE MEETINGS ARE TO CONDUCT THE CITY'S BUSINESS***

***PLEASE SEE OUR DECORUM POLICY NOTES AT THE END OF THIS AGENDA***

## **AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. FLAG SALUTE**
- 4. PRESENTATIONS**
- 5. APPROVAL OF MINUTES**
  - 5.1. February 13, 2018 Meeting**
- 6. AGENDA APPROVAL OR MODIFICATION**
- 7. PUBLIC COMMENTS (non-agenda items only)**
- 8. DISCUSSION ITEMS**
  - 8.1. Discussion of Upcoming CDBG 2018/2019 Public Services Application Review and Recommendations to Council**
    - Meeting #2 to review and discuss funding recommendations for upcoming Program Year 2018/2019 Community Development Block Grant (CDBG) Public Services Projects/Activities
  - 8.2. Discussion on Available Date(s) for MCAC to meet regarding Outstanding Citizen of the Year Guidelines/Criteria**

**9. FINANCE DIRECTOR COMMENTS**

**10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES**

**11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS**

**12. ADJOURNMENT**

**Decorum Policy Notes**

*Please use a speaker request form when you wish to address the Committee*

*The Committee anticipates and encourages public participation at its Committee meeting, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.*

**Staff Reports**

*Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, and are available for public inspection by contacting Edna I. Lebrón, Sr. Management Analyst, at (951) 723-3713 during normal business hours.*

**Compliance with the Americans with Disabilities Act**

*If you need special assistance to participate in this meeting, you should contact Edna I. Lebrón, Sr. Management Analyst, at (951) 723-3713. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

**City of Menifee  
Menifee Citizens Advisory Committee (MCAC)  
Regular Meeting Minutes  
February 13, 2018**

**1. CALL TO ORDER**

Committee Chair Gloria Sanchez called the meeting to order at 6:05 PM.

**2. ROLL CALL**

Present were: Committee Chair Gloria Sanchez, Committee Vice-Chair Marty Rosen, Committee member Altie Holcomb, Committee member Chris Thomas, Committee member Earl Phillips, Committee member Ken Woytek, Committee member Tabitha Tusant, and Senior Management Analyst, Edna I. Lebrón.

Absent were: Committee member Alexandra Siez.

**3. SELECTION OF CHAIRMAN AND VICE CHAIRMAN**

Committee member Earl Phillips made a motion to keep Gloria Sanchez as Committee Chair, and Marty Rosen as Committee Vice Chair.

Motion was seconded by Committee member Ken Woyteck.

Motion was unanimously approved by all members present.

**4. FLAG SALUTE**

Led by Ken Woytek

**5. PRESENTATIONS**

Gary Warkentin from Michael Baker International gave a PowerPoint overview on the proposed Ethanac Expressway Project.

**6. APPROVAL OF MINUTES**

Minutes for the meeting of February 21, 2017 were approved by all members present.

**7. AGENDA APPROVAL OR MODIFICATION**

As posted.

**8. PUBLIC COMMENTS (non-agenda items only)**

None

**9. DISCUSSION ITEMS**

**9.1. Menifee Citizen of the Year**

- Staff report on the City of Menifee Outstanding Citizen Award Program Nominees and selection of the 2017 City of Menifee Citizen of the Year

Senior Management Analyst, Edna I. Lebrón, provided a brief description on the four nominees (Michael Cano, Patricia Jones, Fred Nielson, and Ginamarie Richards), and score sheets. Committee members were asked to score each nominee to their liking per the scoring sheet

criteria. Ms. Lebrón tallied the scores, and Ms. Patricia Jones was chosen for the 2017 City of Menifee Outstanding Citizen of the Year.

**9.2. Discussion of Upcoming CDBG 2017/2018 Public Services Application Review and Recommendations to Council**

- Review and discuss funding recommendations for upcoming Program Year 2017/18 Community Development Block Grant (CDBG) Public Services Projects/Activities.

Senior Management Analyst, Edna I. Lebrón, provided a brief presentation on the CDBG program requirements and a description of the nine non-profit applicants requesting CDBG funds for the 2018/2019 program year, (Assistance League of Temecula Valley, Boys & Girls Club of Menifee Valley, City of Menifee Community Services Department, Family Services Association, Habitat for Humanity, Leading Edge Education Foundation – Coaching & Mentoring Program and Job Readiness Program, Menifee Valley Community Cupboard, and Riverside County Coalition for Alternative Domestic Violence).

Committee Members were asked to review and evaluate all applications thoroughly. They were also informed that each applicant would give a five minute presentation on February 27, 2018, at which time the Committee members will recommend which non-profit will be funded.

**10. DIRECTOR COMMENTS**

None

**11. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES**

None

**12. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:**

**Items Scheduled for Future Agendas:** Meeting date to discuss Outstanding Citizen of the Year criteria.

**ADJOURNMENT**

Committee Chair Sanchez adjourned the meeting at 7:30 pm.

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Edna I. Lebrón, Senior Management Analyst