



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

**MINUTES  
CITY COUNCIL**

**9/13/2022  
SPECIAL MEETING**

COUNCIL MEMBERS PRESENT:      Council Member David Happe  
    Council Member Rick Minjares  
    Mayor Pro Tem Alberto Sanchez\* arrived 4:57 p.m.  
    Mayor Colleen Wallace

COUNCIL MEMBERS ABSENT:      None

OTHERS PRESENT:      Doug Schulze, City Manager  
                                    Laurie Sampson, Assistant City Manager  
                                    Kevin Ennis, City Attorney  
                                    Marie Calderon, City Clerk  
                                    Art Vela, Director of Public Works  
                                    Tom Miller, Electric Utility Director  
                                    John Garside, Multimedia Specialist

\*Participated via Zoom.

**1. CALL TO ORDER**

Mayor Wallace called the special meeting to order at 4:31 p.m.

1.1 Roll Call

| COUNCIL MEMBER    | PRESENT | ABSENT |
|-------------------|---------|--------|
| Happe, David      | ×       |        |
| Minjares, Rick    | ×       |        |
| Sanchez, Alberto* | ×       |        |
| Wallace, Colleen  | ×       |        |

*\*Mayor Pro Tem Sanchez arrived at 4:57 p.m.*

**2. PUBLIC COMMENT – Agenda Items**

**Frank Burgess** commented that since they were within 60 days of the election, the Council should postpone any allocation of funds for this project until a new Council is seated.

**Frank Connolly** said he agreed with Mr. Burgess's comments, saying the City should base their facility decisions on needs. Connolly stated that the facilities on the list are less than 25 years old and only the Lincoln Street facility warrants upgrades.

**Charles Zylman** agreed buildings should last at least 25 years, but that after that period things will need repair. Zylman commented on the projected increase in City staff to serve a population that is anticipated to grow.

### **3. PRESENTATIONS**

#### **3.1. Workshop: City Facility Needs Discussion**

City Manager Schulze presented the staff report.

##### **Public Comments**

**Frank Connolly** commented that he was not opposed to looking forward or expanding, but he felt building two police facilities in 50 years was excessive. He cited the Beaumont Police Department is housed in a much older building. Connolly stated the City needed to get better construction warranties on the facilities they were building.

**Frank Burgess** said the City Council should require a budget before awarding a contract. Burgess asked again that they delay any decisions until after the election.

City Manager Schulze clarified staff were not asking Council to award a contract or authorize a budget. The question for City Council is whether or not they would like City staff to move forward with developing a Request for Qualifications (RFQ) to solicit proposals for qualified consultants to help the City assess facility needs going forward.

**Charles Zylman** commented on hiring consultants as opposed to using in-house City staff.

City Manager Schulze clarified a consultant would assess the facilities and current conditions; projected population growth and anticipated staffing needs; and develop a needs assessment to advise the City whether to upgrade current facilities or start new.

**Charles Zylman** stated that City staff should be reporting building problems to City Hall, where there should be qualified staff to conduct a comprehensive needs assessment and analyze related data. He suggested the City Council should be getting direct reports from department staff and hiring contractors. Zylman concluded it was not an expense the City needed.

There was Council discussion about unfunded state mandates and deferred maintenance potentially leading to additional long-term costs if Council delayed taking action.

**Motion to approve staff moving forward with soliciting proposals for a City facilities needs assessment.**

Motion by Mayor Pro Tem Sanchez  
Seconded by Council Member Happe

| COUNCIL MEMBER   | YES | NO | ABSTAIN | RECUSE | ABSENT |
|------------------|-----|----|---------|--------|--------|
| Happe, David     | X   |    |         |        |        |
| Minjares, Rick   | X   |    |         |        |        |
| Sanchez, Alberto | X   |    |         |        |        |
| Wallace, Colleen | X   |    |         |        |        |

Motion approved by a vote of 4-0.

**4. ADJOURNMENT**

The Special City Council meeting adjourned at 5:07 p.m.

Minutes Prepared by:



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Caroline Patton, Deputy City Clerk

This entire meeting may be viewed here:  
<https://banninglive.viebit.com/index.php?folder=City+Council+Meetings>

All documents related to this meeting are available here:  
<http://banning.ca.us/ArchiveCenter/ViewFile/Item/2703>

**ATTACHMENT:**

Exhibit A – Agenda Item 3.1 Staff Presentation

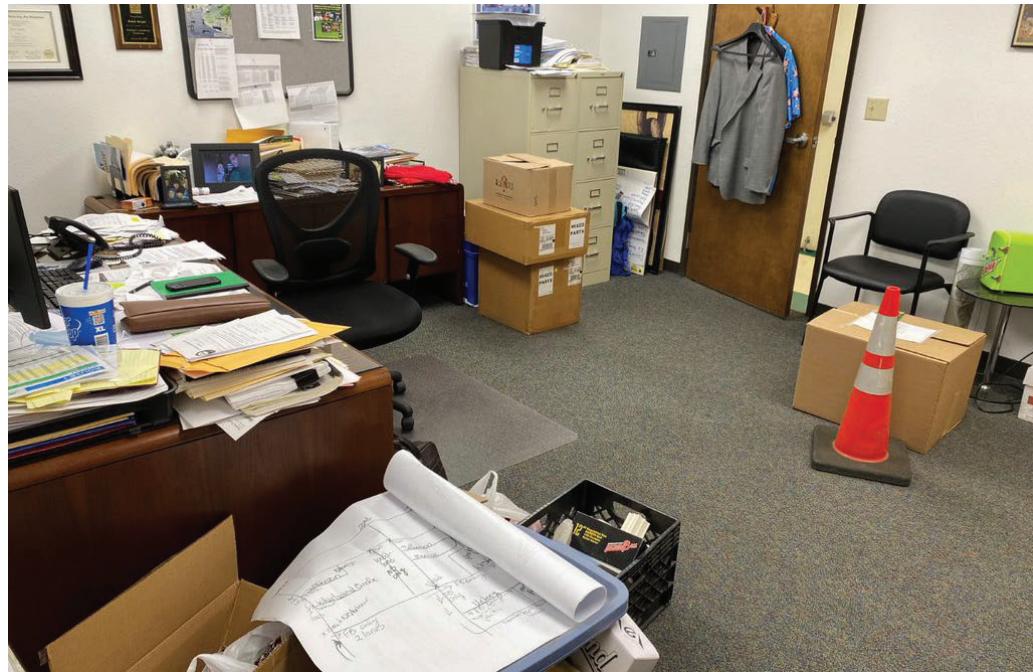
September 2022

# City of Banning Facility Space Needs Assessment

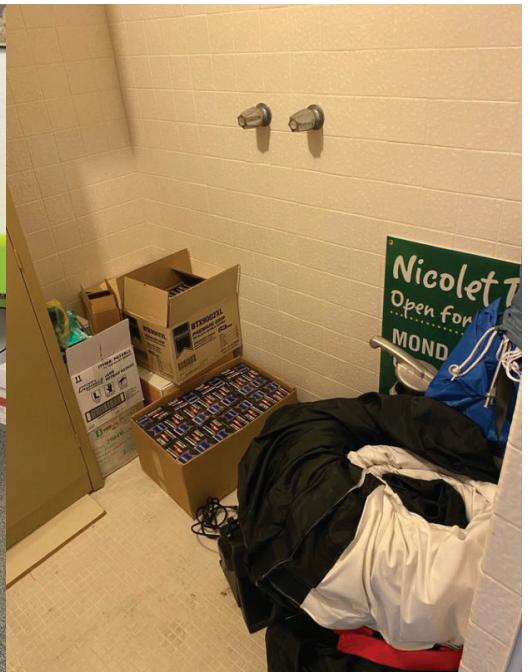


Recreation Center

Storage Areas



Recreation Center



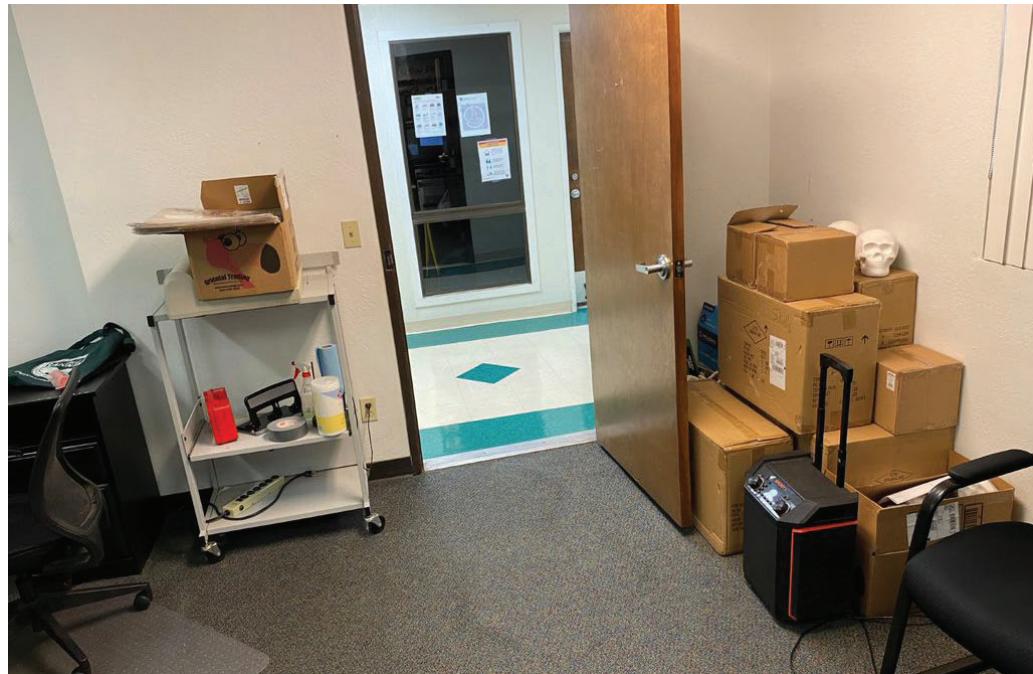
Storage Areas & Office Space



Recreation Center



Office Space



Recreation Center



Storage Areas



Recreation Center

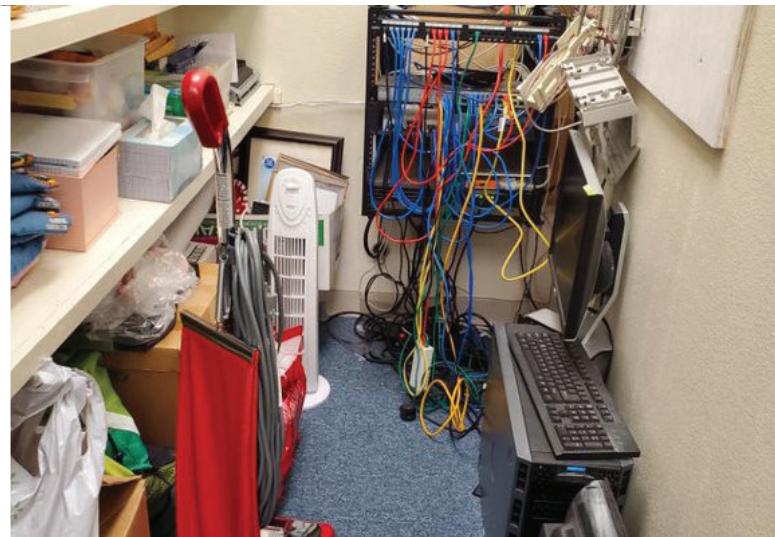


Storage Area



# Fleet/Transit

Shop & Office Space



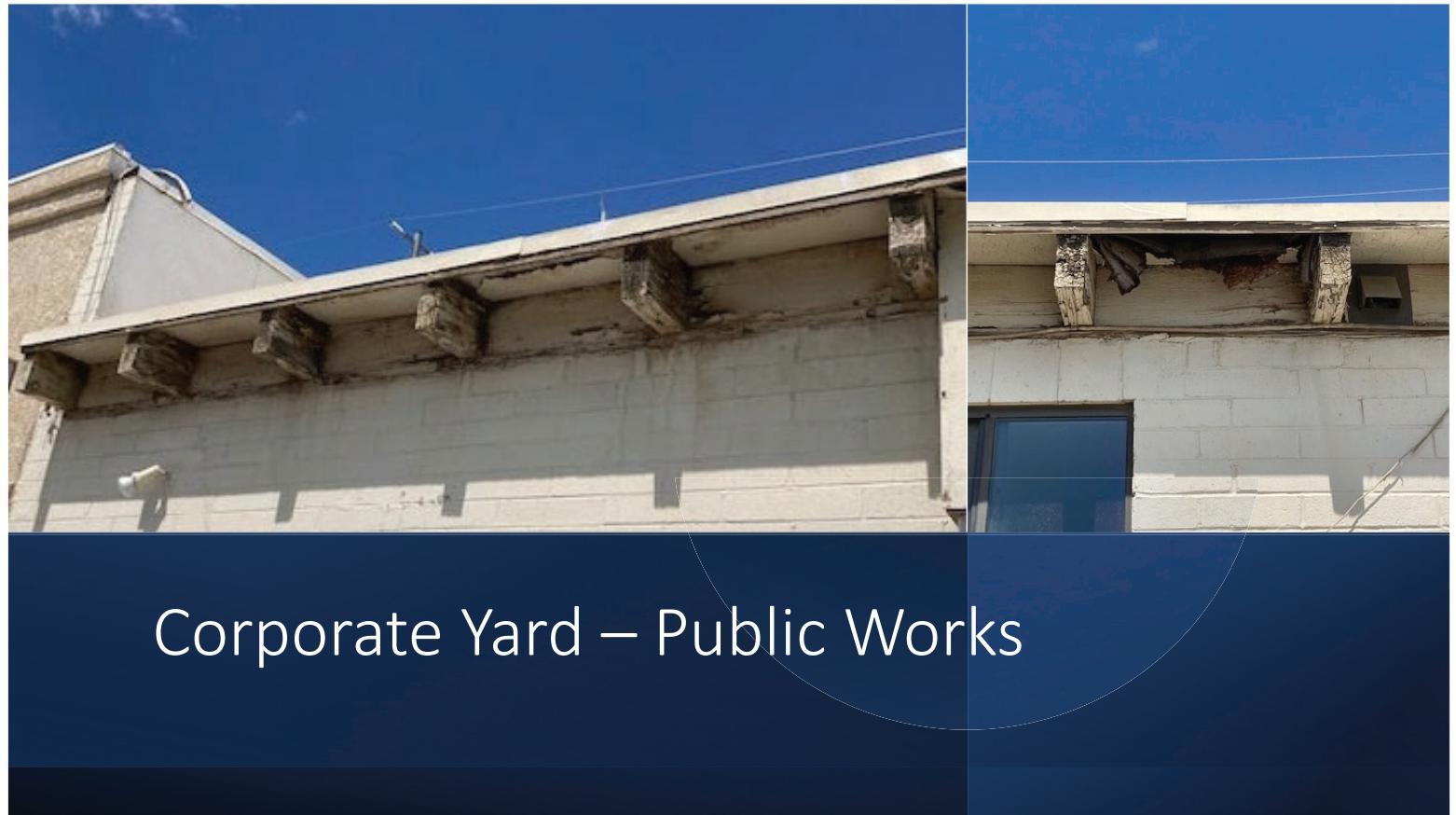
# Fleet/Transit



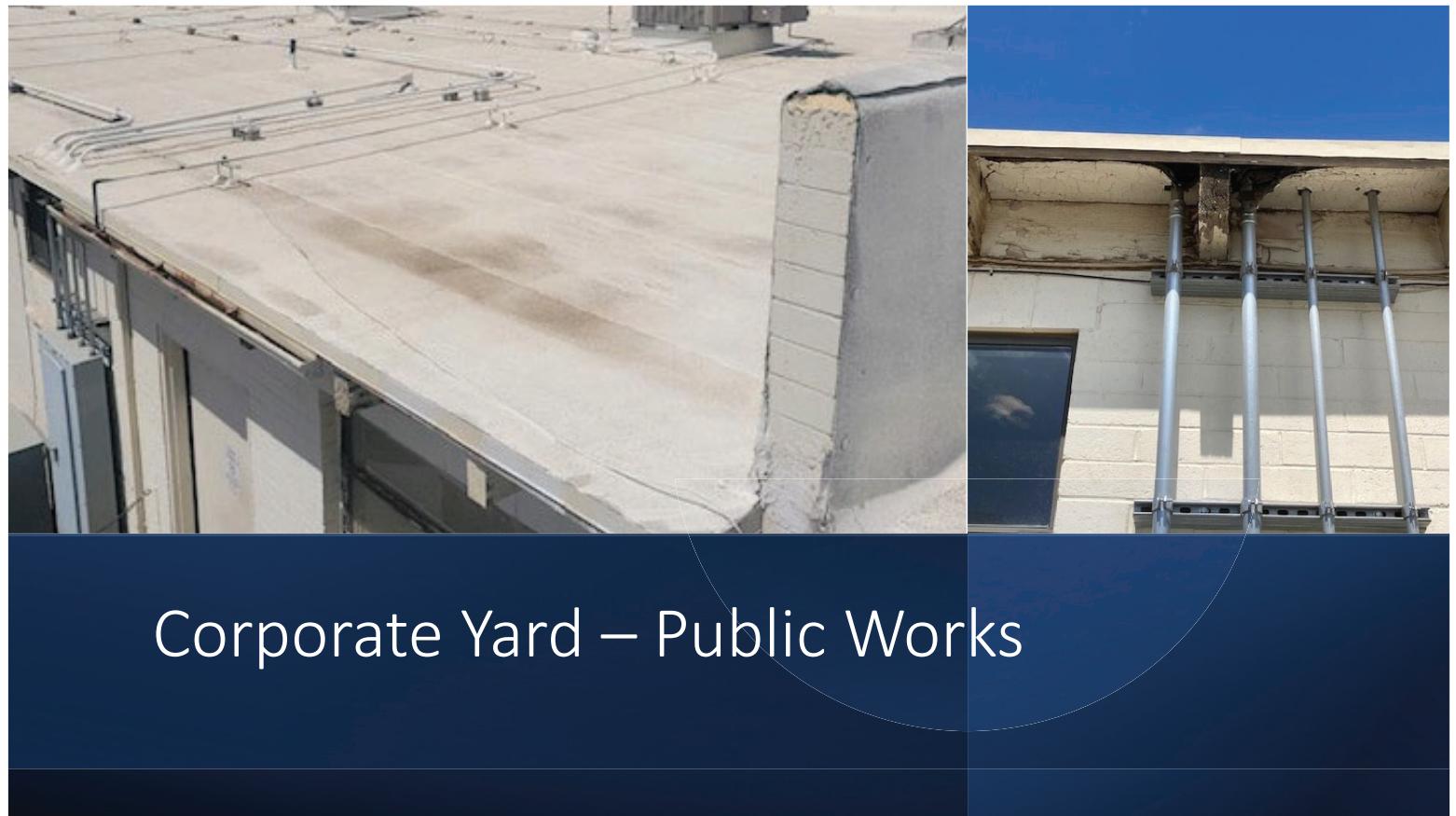
## Fleet/Transit



## Fleet/Transit



Corporate Yard – Public Works



Corporate Yard – Public Works



## Corporate Yard – Public Works



## Corporate Yard – Public Works



## Corporate Yard – Public Works



## Corporate Yard – Electric Utility Department



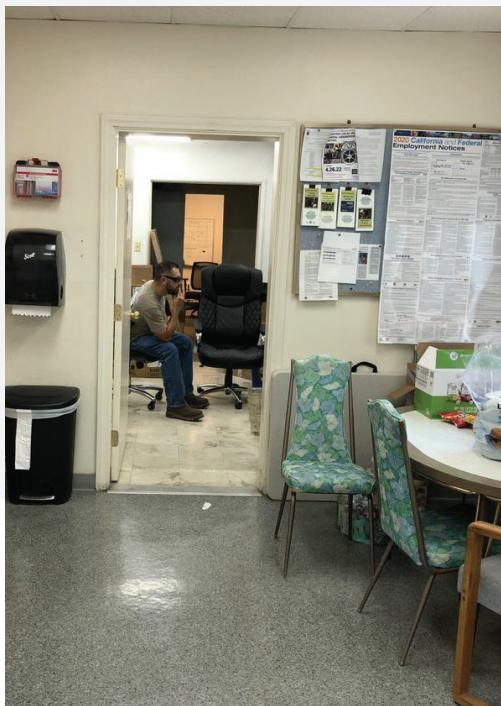
Corporate  
Yard – Electric  
Utility  
Department



Corporate  
Yard – Electric  
Utility  
Department



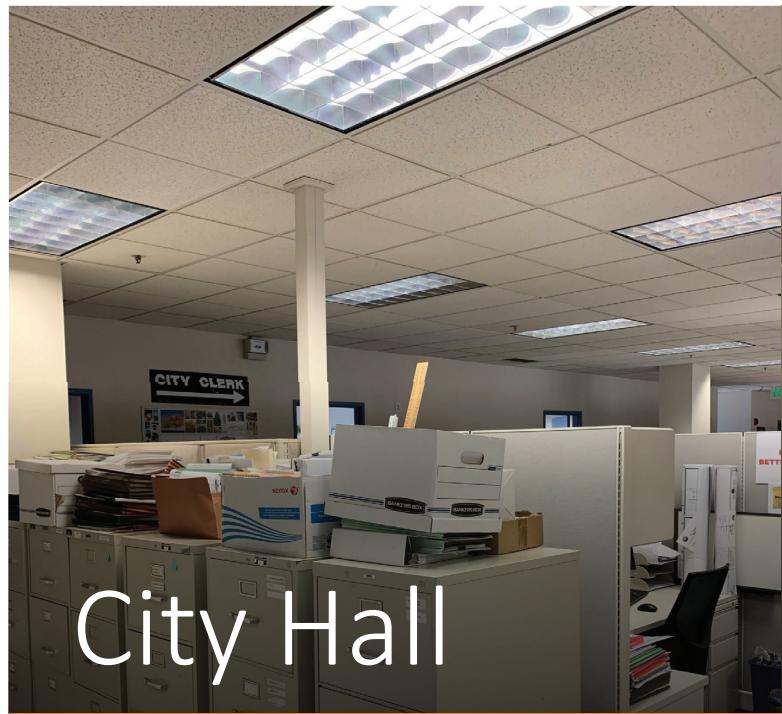
Corporate  
Yard – Electric  
Utility  
Department



Corporate  
Yard – Electric  
Utility  
Department



## Corporate Yard – Electric Utility Department



City Hall

