

City Council Chambers  
29844 Haun Road  
Menifee, CA 92586



**Menifee City Council  
Regular Meeting Minutes**

**Wednesday, November 15, 2023  
4:30 PM Closed Session  
6:00 PM Regular Meeting**

**Bill Zimmerman, Mayor  
Bob Karwin, District 1  
Ricky Estrada, District 2  
Lesa Sobek, District 3  
Dean Deines, District 4**

**Rebekah Kramer, Acting City Manager  
Jeffrey T. Melching, City Attorney  
Sarah Manwaring, City Clerk**

**MINUTES**

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**CLOSED SESSION (4:30 PM)**

Mayor Zimmerman called the meeting to order at 4:31 PM. Present were Councilmembers Deines, Estrada, Sobek, Mayor Pro Tem Karwin, and Mayor Zimmerman. The Council recessed to closed session at 4:31 PM for the purposes below.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Government Code Paragraph (1) of subdivision (d) of Section 54956.9  
Riverside County Superior Court Case No. CVRI230303456  
City of Perris v. City of Menifee
2. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION  
Government Code Paragraph (1) of subdivision (d) of Section 54956.9  
Riverside County Superior Court Case No. CVRI2203040  
City of Menifee v. City of Perris
3. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION  
Government Code Paragraph (1) of subdivision (d) of Section 54956.9  
Riverside County Superior Court Case No. CVR12202132  
Monkres v. City of Menifee
4. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:  
Significant Exposure to Litigation (Gov. Code Section 54956.9(d)(2) or (3)):  
One Case

**REGULAR MEETING (6:00 PM)**

**1. CALL TO ORDER**

Mayor Zimmerman called the Regular Meeting to order at 6:00 PM.

City Attorney Jeffrey Melching stated there was nothing to report from closed session.

City Clerk Sarah Manwaring reported on correspondence received.

## **2. ROLL CALL**

**Present:** Bill Zimmerman, Bob Karwin, Ricky Estrada, Lesa Sobek, Dean Deines

**Absent:** None

## **3. WORDS OF INSPIRATION**

3.1 Pastor Tony Truax – Hope Christian Church

## **4. PLEDGE OF ALLEGIANCE**

Noel Cajudo led the flag salute.

## **5. PRESENTATIONS**

5.1 Outstanding Citizen – Sheila Lawton

The City Council recognized Sheila Lawton as November's Citizen of the Month for her work with the Special Olympics.

5.2 Business Spotlight – Anguiano's Bakery

Economic Development Director Gina Gonzalez introduced Adrian Anguiano, owner of Anguiano's Bakery and showed a short marketing video.

5.3 Caltrans Update

CalTrans was unable to attend due to the storm. They will be rescheduled for a future meeting.

5.4 The Wall That Heals Documentary

Public Information Officer Phil Southard reported on the first Menifee produced documentary and played the trailer. The full documentary is available on Menifee TV, the city website, and YouTube.

## **6. AGENDA APPROVAL OR MODIFICATIONS**

The City Council approved the agenda unanimously (5-0) with no modifications.

## **7. PUBLIC COMMENTS (NON-AGENDA ITEMS)**

The following speakers addressed the City Council on non-agenda items:

- Jaymi Zagone
- David Foust

- Amanda Skipper
- Sandy McVay
- Eric Hamilton

## 8. COUNCILMEMBER UPDATES AND COMMENTS

Councilmember Deines reported on the events and meetings he attended.

- Senator Seyarto's Veterans Expo
- Finance Subcommittee Meeting
- Student of the Month
- Homebuilders Appreciation Luncheon Meniffee Veterans Day Ceremony
- Regional Transit Agency (RTA)
- Southwest TNow Subcommittee Meeting

Councilmember Estrada reported on the event he attended.

- Meniffee Veterans Day Event

Councilmember Sobek reported on the events and meetings she attended.

- Gale Webb Action Sports Park 1 Year Anniversary Celebration
- Riverside County Habitat Conservation Agency (RCHCA) Endangered Species Month Event
- Meniffee Senior Softball and MSJC Girl's Softball Veteran Game
- Meniffee Veterans Day Ceremony
- Senator Seyarto's Veterans Expo
- Western Riverside Regional Conservational Authority
- Western Riverside Council of Governments (WRCOG) Finance Subcommittee
- Homebuilders Appreciation Luncheon
- Meniffee Community Cupboard Turkey Drive

Mayor Pro Tem Karwin reported on the events and meetings he attended.

- Boys and Girls Club Fundraiser Gala
- Chamber of Commerce Wake up Meniffee at the Rural Center
- Economic Development Meeting
- Barn Dance Fundraiser for Community Cupboard

Mayor Zimmerman reported on the events and meetings he attended.

- Senator Seyarto's Veterans Expo
- Barn Dance Fundraiser for Community Cupboard
- Gale Webb Action Sports Park 1 Year Anniversary Celebration
- MSJC Shop the Block
- Boys and Girls Club Fundraiser Gala
- Riverside County Transportation Commission (RCTC) Meeting
- Economic Development Meeting
- Homebuilders Appreciation Luncheon
- Chamber Mixer and Turkey Drive at Community Cupboard
- Milvet Assembling Packages.
- Patriot Cup

- Meniffee Veterans Day Event
- VFW 1956 Veterans Ball
- Veterans Ceremony at Eagle Ridge Church
- View Church Expansion Groundbreaking
- Higher Education Forum
- Chamber of Commerce Wake up Meniffee at the Rural Center

## 9. APPROVAL OF MINUTES

### 9.1 October 4, 2023 City Council Minutes

The Minutes were approved (4-0-1, Deines abstained).

## 10. CONSENT CALENDAR

The Consent Calendar was approved by the following vote:

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

**RESULT:** Pass

**AYES:** Zimmerman, Karwin, Estrada, Sobek, Deines

**NAYS:** None

**RECUSE:** None

### 10.1 Waiver of Reading

#### **ACTION**

1. Waived the reading in full of any and all Ordinances listed on this agenda and provide that they be read by title only.

### 10.2 Warrant Register

#### **ACTION**

1. Ratified and approved the Voucher Lists dated 10/13/2023 and 10/20/2023, the Payroll Register/Other EFTs dated 10/11/2023, 10/12/2023, and 10/13/2023 which have a total budgetary impact of \$11,230,550.88.

### 10.3 Treasurer's Report

#### **ACTION**

1. Received and filed the Treasurer's Report as of September 30, 2023.

### 10.4 Meniffee Police Management Association Side Letter Agreement

#### **ACTION**

1. Authorized the City Manager or designee to execute and implement terms of the Memorandum of Understanding Side Letter with the Meniffee Police Management Association.

10.5 Employee Teleworking Program Policy

**ACTION**

1. Received and reviewed Administrative Policy No. AD-34 for the City's Teleworking Program.

10.6 Monthly Public Safety Reports

**ACTION**

1. Received and filed.

10.7 Agreement with Flock Safety Group, Inc. for Automated License Plate Reader Cameras

**ACTION**

1. Approved and authorized the City Manager to execute an agreement with Flock Group, Inc. dba Flock Safety Services for automated license plate reader cameras and service through Fiscal Year 2027/2028 in the not-to-exceed amount of \$362,500; and
2. Authorized the City Manager, or his designee, to approve the optional two-year renewal term for Fiscal Years 2028/2029 and 2029/2030 in an amount not-to-exceed \$72,500 per year.

10.8 Office of Traffic Safety Selective Traffic Enforcement Program Grant

**ACTION**

1. Accepted the grant funds from the Office of Traffic Safety Selective Traffic Enforcement Program Grant for the Menifee Police Department; and
2. Adopted Resolution No. 23-1372, approving an increase in revenue and appropriation of expenditures in the amount of \$140,000 to a project account as assigned by the Finance Department; and
3. Authorized the City Manager, or their designee, to execute all necessary documents to implement the Office of Traffic Safety Selective Traffic Enforcement Program Grant purchases.

10.9 Asset Forfeiture Appropriation of Funds

**ACTION**

1. Approved Resolution No. 123-1373, authorizing the Menifee Police Department to appropriate asset forfeiture funds in the amount of \$20,563 for the purchase of a narcotics canine (K9) and applicable training.

- 10.10 Agreement with Helix Environmental Planning, Inc. for CEQA Consulting Services for Evans Park North Design

**ACTION**

1. Approved and authorized the City Manager to execute a Professional Services Agreement with Helix Environmental Planning, Inc. for CEQA consulting services in an amount not-to-exceed \$297,650 for Capital Improvement Program (CIP) Project No. 24-08, Evans Park North Design and Construction.

- 10.11 Agreement Amendment with Western Riverside Council of Governments for the Holland Road/I-215 Overcrossing Project

**ACTION**

1. Approved and authorized the City Manager to execute Amendment No. 3 to the Transportation Uniform Mitigation Fee Program Reimbursement Agreement with Western Regional Council of Governments; and
2. Adopted Resolution No. 23-1374, appropriating \$1,000,000 to Fund 310 in expenditures and corresponding revenues; and
3. Adopted Resolution No. 23-1375, appropriating fund balance in the amount of \$500,000 from Fund 415 to respective project accounts.

- 10.12 Holland Road/I-215 Overcrossing Project Construction Management

**ACTION**

1. Approved and authorized the City Manager to execute Amendment No. 1 to the Professional Services Agreement with Southstar Engineering & Consulting, Inc. increasing the compensation by \$1,152,405.31 for a total agreement amount not-to-exceed \$4,400,642.74, and extending the term through December 31, 2024, for the Holland Road / I-215 Overcrossing, Capital Improvement Program Project No. CIP 13-03.

- 10.13 Contract Change Order with Ferreira Coastal Construction Company for the Holland Road/I-215 Overcrossing Underground Utilities Subproject

**ACTION**

1. Approved an increase to the contract contingency amount with Ferreira Coastal Construction Company to a total of \$201,734.56, or 28.05% of the original contract amount, and authorized the City Manager to approve Contract Change Order No. 7 in a not-to-exceed amount of \$21,984.10.

- 10.14 Master Agreement with Spicer Consulting Group for Professional On-Call Services for Special District Annexation and Other Related Services

**ACTION**

1. Approved and authorized the City Manager to execute a Master Agreement for professional on-call services for special district annexation and other related services with Spicer Consulting Group effective July 1, 2023, through June 30, 2027, for a total not-to-exceed amount of \$350,000 for the term of the agreement; and
2. Authorized the Finance Department to issue individual purchase orders against the Agreement.

- 10.15 Agreements and Bonds for Tract No. 37439, Canterwood, by BRPLD LLC

**ACTION**

1. Approved and authorized the City Manager to execute a Public Improvement Agreement to guarantee the completion of required public improvements associated with Tract No. 37439 by BRPLD LLC, located east of Briggs Road and south of Holland Road, bordering City of Menifee Limits.

- 10.16 Acceptance of Public Improvements and 90% Release of Security for Parcel Map No. 37130, McCall Plaza, by McCall Plaza, LP

**ACTION**

1. Accepted the public improvements for streets, drainage, water, and sewer systems for Parcel Map No. 37130, McCall Plaza, located south of McCall Boulevard and east of Sherman Road; and
2. Authorized the City Engineer to release the posted securities per the City's Standard Policies.

- 10.17 Agreement for Deferral of Annexation into a Maintenance Community Facility District, Golden Meadows Tract Map No. 31194, by Richland Planned Communities, Inc.

**ACTION**

1. Approved the amended Conditions of Approval established for Tract Map No. 31194, Golden Meadows, located south of Garbani Road, north of Wickerd Road, and east of Evans Road, to incorporate language providing an option for the developer, Richland Planned Communities, Inc., to enter into a Community Facilities District (CFD) deferral agreement; and
2. Approved and authorized the City Manager to execute an agreement to defer the timing for the annexation of Tract Map No. 31194 into a maintenance CFD.

**11. PUBLIC HEARING ITEMS - NONE**

## 12. DISCUSSION ITEMS

### 12.1 Military Banner Program Policy Amendment

Management Analyst Mandy Stephens presented the item. The Council asked questions about the policy and requested modifications.

**ACTION:**

1. Reviewed and approved the amended policy for the Military Banner Program as modified.

**MOVER:** Bill Zimmerman

**SECONDER:** Dean Deines

**RESULT:** Pass

**AYES:** Zimmerman, Karwin, Estrada, Sobek, Deines

**NAYS:** None

**RECUSE:**

### 12.2 Veterans Committee and Resources

Mariana Mitchell presented the item. Ms. Mitchell reported on current commissions and committees, current veterans group interactions, and options to consider.

The City Council asked staff questions and discussed the options. The City Council provided staff feedback. Councilmember Deines provided some input on what the Committee should look like. The Council asked staff to bring back the item with more information on forming a committee and how it can benefit the City.

**ACTION**

1. Reviewed and discussed the potential formation of a Veterans Advisory Committee.



12.3 Memorandum of Understanding with Perris Union High School District for a 2024 Summer Aquatics Program

Mariana Mitchell presented the item. She reported on a multi-pronged approach to aquatics, highlights of memorandum of understanding, proposed summer 2024 pool schedule, and proposed budget.

The City Council asked questions and provided feedback. By consensus, the Council asked staff to bring back a Memorandum of Understanding (MOU) with Perris Union High School District to establish a summer aquatics program for Council approval.

**ACTION**

1. Reviewed and provided feedback on the potential partnership with Perris Union High School District for the use of the aquatic facility at Paloma Valley High school for Aquatics Programs for Summer 2024.

12.4 Agreement with the Menifee Valley Chamber of Commerce for the Economic Development JOBSNow Initiative and Sponsorship

Economic Development Director Gina Gonzalez presented the item.

The following people spoke on the item:

- Felipe Lerida
- Jackie Aponte
- Karen Nolan
- Jason White
- Vicki Carpenter

**ACTION**

1. Approved and authorized the City Manager to execute the Economic Development JOBSNow Initiative and Sponsorship Agreement with the Menifee Valley Chamber of Commerce as modified by Councilmember Deines for a period of three years in an amount not to exceed \$300,000; and
2. Adopted Resolution No. 23-1376, appropriating \$58,334 in revenues and expenditures for the Menifee JOBSNow Initiative in the American Rescue Plan Act (ARPA) Fund 301; and
3. Approved the allocation of \$100,000 in ARPA funding (Fund 301) for the Menifee JOBSNow Initiative for FY 2024/2025.

**MOVER:** Bill Zimmerman.

**SECONDER:** Lesa Sobek

**RESULT:** Pass

**AYES:** Zimmerman, Karwin, Estrada, Sobek, Deines

**NAYS:** None

**RECUSE:** None

**13. CITY ATTORNEY REPORTS**

None.

**14. CITY MANAGER REPORTS**

None.

**15. FUTURE AGENDA REQUESTS FROM COUNCIL MEMBERS**

Councilmember Sobek asked for an item to discuss the makeup of the Menifee Citizen Advisory Committee (MCAC). The request was seconded by Councilmember Deines.

Councilmember Estrada asked for an item to discuss the RV Ordinance. The request was seconded by Mayor Pro Tem Karwin.

**16. ADJOURN**

Mayor Zimmerman adjourned the meeting at 8:42 PM.

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Sarah A. Manwaring, MMC  
City Clerk