

City Council Chambers  
29844 Haun Road  
Menifee, CA 92586

Ricky Estrada, Mayor  
Bob Karwin, District 1  
Ben Diederich, District 2  
Dan Temple, District 3  
Dean Deines, District 4



## MINUTES

## Menifee City Council Regular Meeting Minutes

Wednesday, April 16, 2025  
5:30 PM Closed Session  
6:00 PM Regular Meeting

Armando G. Villa, City Manager  
Jeffrey T. Melching, City Attorney  
Stephanie Roseen, City Clerk

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### **CLOSED SESSION (5:30 PM)**

Mayor Estrada called closed session to order at 5:30 PM. Present were Councilmembers Deines, Diederich, Temple, Mayor Pro Tem Karwin, and Mayor Estrada. The City Council recessed to closed session at 5:31 PM for the purposes listed below.

1. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION  
Government Code Paragraph (1) of subdivision (d) of Section 54956.9 City of Menifee v. City of Perris, Riverside County Superior Court Case No. CVRI2203040
2. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION, SIGNIFICANT EXPOSURE TO LITIGATION  
Gov. Code Section 54956.9(d)(2) or (3): Two cases
3. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION, INITIATION OF LITIGATION  
Government Code section 54956.9(d)(4): Two cases
4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Government Code § 54956.8  
Property: Property ID Numbers 333-210-019, 333-210-020, 333-210-017, 333-210-014, 333-210-015, 333-210-016, 333-210-013, 333-220-019, 333-220-017, 333-220-018, 333-220-013, 333-220-008, 333-220-009, 333-220-005, 333-220-007, 333-220-010, 333-220-011, 333-220-012, 333-220-006;  
Agency Negotiators: Armando Villa, City Manager; Bryan Jones, Assistant City Manager; Jeffrey Melching, City Attorney;  
Negotiating Parties: City of Menifee and Marty Nicholas;  
Under Negotiation: Price and Terms of Payment

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

#### **1. CALL TO ORDER**

Mayor Estrada called the meeting to order at 6:04 PM. City Attorney Jeffrey Melching stated there was no reportable action from closed session.

**2. ROLL CALL**

**Present:** Bob Karwin, Ricky Estrada, Dan Temple, Dean Deines, Ben Diederich

**Absent:** None

**3. WORDS OF INSPIRATION**

3.1 David Foust - Church of Latter-Day Saints

**4. PLEDGE OF ALLEGIANCE**

Laz Peterson led the flag salute.

**5. PRESENTATIONS**

5.1 Citizen of the Month – Raven Hilden

The City Council recognized Raven Hilden and presented her with a certificate.

The following speaker addressed the City Council.

- Sal Chiaravalloti

5.2 Fire Department Quarterly Update

Chief Mark Scoville provided a presentation.

5.3 Community Services Update

Community Services Supervisor Gabbi Cao provided a presentation.

**6. AGENDA APPROVAL OR MODIFICATIONS**

The agenda was approved unanimously (5-0) with no modifications.

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

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

- Laz Peterson

## **8. COUNCILMEMBER UPDATES AND COMMENTS**

Councilmember Diederich reported on the meetings and events he attended.

- Meniffee Brokers Luncheon
- Higher Education Coalition Meeting
- Southwest Riverside County Association of Realtors (SRCAR) City Manager Breakfast at Pechanga
- Southwest Riverside County Innovation Month Quick Pitch Competition
- Southern California Air Show at March Air Reserve Force Base

Councilmember Temple reported on the meetings and events he attended.

- Western Riverside County Regional Conservation Authority (RCA) Training
- Board of Directors Meeting for the Riverside Conservation Authority
- Student of the Month Recognition
- SRCAR City Manager Breakfast at Pechanga

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

- Meniffee Brokers Luncheon
- Bell Mountain Middle School – National Schools to Watch Award
- Meniffee’s Multicultural Festival
- Community Partners Meeting
- Western Riverside Council of Governments (WRCOG) Executive Meeting
- Paloma Valley High School Volleyball Matches
- Meniffee Chamber of Commerce Mixer
- Riverside County Transportation Commission (RCTC) Executive Committee Meeting
- Rotary Club Meeting
- Cops with Cows Event
- Meniffee Spring Fest
- Sun City Association Spring Party
- Wake Up Meniffee
- Mock Interviews at Heritage High School

Mayor Estrada reported on the meetings and events he attended.

- Meniffee Union Evening of Excellence
- Meniffee Spring Fest
- Sun City Association Spring Party
- Meniffee Chamber of Commerce Mixer

## **9. APPROVAL OF MINUTES**

The following sets of minutes were approved unanimously (5-0) with no modifications.

- 9.1 April 2, 2025 Special Meeting Minutes
- 9.2 April 2, 2025 Regular Meeting Minutes

## 10. CONSENT CALENDAR

Mayor Estrada requested to pull Item No. 10.6 for further discussion.

The balance of the consent calendar was approved by the following vote.

**MOVER:** Bob Karwin

**SECONDER:** Dean Deines

**AYES:** Karwin, Estrada, Temple, Deines, Diederich

**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 provided that they be read by title only.

### 10.2 Warrant Register

**ACTION**

1. Ratified and approved the Voucher Lists dated 3/14/2025 and 3/21/2025, the Payroll Register/Other EFTs dated 3/11/2025, 3/14/2025 and 3/20/2025, which have a total budgetary impact of \$8,195,386.39.

### 10.3 Treasurer's Report - February 2025

**ACTION**

1. Received and filed the Treasurer's Report as of February 28, 2025.

### 10.4 Monthly Public Safety Reports

**ACTION**

1. Received and filed the Public Safety Reports for February 2025.

### 10.5 2024 Education Summit Review

**ACTION**

1. Received and filed a review of the Education Summit meeting held on November 12, 2024.

### 10.6 Veterans and Military Families Advisory Committee's Review of the Military Banner Program

Mayor Estrada requested the City Council reconsider funding the full cost of the Military Banner Program.

**The City Council discussed researching a partnership with nonprofits to offset participant costs.**

**ACTION**

1. Received and filed the Veterans and Military Families Advisory Committee Military Banner Program Recommendation.

**MOVER:** Dean Deines

**SECONDER:** Bob Karwin

**AYES:** Karwin, Temple, Deines, Diederich

**NAYS:** Estrada

**RECUSE:** None

- 10.7 Second Reading and Adoption of Ordinance to Levy Special Taxes, Community Facilities District No. 2025-2, Quartz Trail

**ACTION**

1. Adopted Ordinance No. 2025-409 authorizing the levy of special taxes within Community Facilities District No. 2025-2, Quartz Trail, located to the southeast of Evans Road and Holland Road.

- 10.8 Second Reading and Adoption of Ordinance to Levy Special Taxes, Community Facilities District No. 2025-4, Heritage Village

**ACTION**

1. Adopted Ordinance No. 2025-410 authorizing the levy of special taxes within Community Facilities District No. 2025-4, Heritage Village, located on the northwest corner of Meniffee Road and Rouse Road.

- 10.9 Second Reading and Adoption of an Ordinance to Levy Special Taxes into Community Facilities District No. 2017-1 Maintenance Services, Annexation No. 27, Encanto McCall Gas Station

**ACTION**

1. Adopted Ordinance No. 2025-411 amending Ordinance No. 2017-231 and levying special taxes to be collected during Fiscal Year 2024/2025 to pay the annual costs and expenses of the City of Meniffee Community Facilities District No. 2017-1 Maintenance Services, Annexation No. 27, located west of Encanto Drive and north of McCall Boulevard.

- 10.10 Second Reading and Adoption of an Ordinance to Levy Special Taxes into Community Facilities District No. 2017-1 Maintenance Services, Annexation No. 29, Heritage Village

**ACTION**

1. Adopted Ordinance No. 2025-412 amending Ordinance No. 2017-231 and levying special taxes to be collected during Fiscal Year 2024/2025 to pay the annual costs and expenses of the City of Meniffee Community Facilities District No. 2017-1 Maintenance Services, Annexation No. 29, located west of Meniffee Road and north of Rouse Road.

10.11 National Recreation and Park Association Million Coaches Challenge Grant

**ACTION**

1. Accepted the National Recreation and Park Association (NRPA) Million Coaches Challenge Grant in the amount of \$2,500; and
2. Approved and authorized the City Manager or his designee to execute a Memorandum of Understanding (MOU) with NRPA for the acceptance of terms and use for the grant and any other necessary grant-related documents thereof to receive the grant award; and
3. Adopted Resolution No. 25-1566 appropriating \$2,500 in revenue and expenditures for the Community Services Department.

10.12 Agreement with Canyon Heights Association for the Quail Valley Park Project

**ACTION**

1. Approved and authorized the City Manager to execute an Agreement for Dedication and Use of Property and Escrow Instructions with the Canyon Heights Association for an approximately 10.45-acre parcel of land located in Quail Valley (Portions of Lot 160 and Lot 161 of Tract Map No. 30330-1); and
2. Accepted the dedication and conveyance of the property for a total not-to-exceed amount of \$0, and with an appraised land value of \$90,000; and
3. Authorized the City Manager to execute any agreements or documents required for the dedication and conveyance of the property including but not limited to survey, title, escrow, and insurances as funded under Capital Improvement Project (CIP) No. 24-16, Quail Valley Park; and
4. Approved cancelation of outstanding code enforcement fees due from Canyon Heights Association to the City in an amount not to exceed \$5,908.55, following the close of escrow.

10.13 Bid Award and Agreement with Vet Corps Contracting, Inc. for Construction Services for the Pedestrian Crossing at Audie Murphy Road Project

**ACTION**

1. Awarded bid and authorized the City Manager to execute a Contract Services Agreement with Vet Corps Contracting, Inc. for construction services for the Pedestrian Crossing at Audie Murphy Road Project, Capital Improvement Program (CIP) Project No. 24-03, which is located on Audie Murphy Road in front of The Ranch House at Audie Murphy Ranch (AMR), in a total not-to- exceed amount of \$167,885; and
2. Adopted Resolution No. 25-1567 appropriating \$100,000 for the Project within the Community Facility District (CFD) 2012-01 Audie Murphy Ranch (Fund 2490).

10.14 Final Map, Agreement, Bonds, and Quitclaim for Tract Map 36658, Cimarron Ridge, by Pulte Homes Company, LLC

**ACTION**

1. Approved and authorized the City Manager to execute a Quitclaim transferring an unused portion of Goetz Road to Pulte Homes Company, LLC, located northwest of Goetz Road and south of McLaughlin Road; and
2. Authorized the City Clerk to record the approved Quitclaim with the Riverside County Clerk Recorder's Office; and

3. Approved and authorized the filing of the final map for Tract Map 36658, Cimmaron Ridge, by Pulte Homes Company, LLC, located northwest of Goetz Road and south of McLaughlin Road; and
4. Approved and authorized the City Manager to execute a Subdivision Improvement Agreement to guarantee completion of the required onsite improvements associated with Tract Map 36658.

- 10.15 Final Map, Agreement, and Bonds for Tract Map 37409-1, Legado, by Lennar Homes of California, LLC

**ACTION**

1. Approved and authorized the filing of final map 37409-1, Legado, by Lennar Homes of California, LLC, located south of Rouse Road and east of Sherman Road; and
2. Approved and authorized the City Manager to execute a Subdivision Improvement Agreement to guarantee the completion of required public improvements associated with Tract Map 37409-1.

- 10.16 Final Map, Agreement, and Bonds for Tract Map 37409-2, Legado, by Lennar Homes of California, LLC

**ACTION**

1. Approved and authorized the filing of final map 37409-2, Legado, by Lennar Homes of California, LLC, located south of Rouse Road and east of Ballad Boulevard; and
2. Approved and authorized the City Manager to execute a Subdivision Improvement Agreement to guarantee the completion of required public improvements associated with Tract Map 37409-2.

- 10.17 Final Map, Agreement, and Bonds for Tract Map 37409-3, Legado, by Lennar Homes of California, LLC

**ACTION**

1. Approved and authorized the filing of final map 37409-3, Legado, by Lennar Homes of California, LLC, located south of Rouse Road and east of Sherman Road; and
2. Approved and authorized the City Manager to execute a Subdivision Improvement Agreement to guarantee the completion of required public improvements associated with Tract Map 37409-3.

- 10.18 Notice of Completion and Acceptance for the Fiscal Year 2023/2024 Slurry Seal Program Project

**ACTION**

1. Accepted the improvements for the Fiscal Year 2023/2024 Slurry Seal Project, Pavement Management Program (PMP) No. PMP 24-01, located west of the I- 215 freeway and north of McCall Boulevard, and west of the I-215 freeway and south of Newport Road; and
2. Authorized the City Clerk to file a Notice of Completion with the Riverside County Recorder's Office.

**11. PUBLIC HEARING ITEMS - NONE**

## 12. DISCUSSION ITEMS

### 12.1 Issuance of Special Tax Bonds for Improvement Area 1 of Community Facilities District 2023-2, Cimarron Ridge

Financial Analyst Lauri Lockwood provided a presentation.

#### **ACTION**

1. Adopted Resolution No. 25-1568 authorizing the issuance of special tax bonds and the execution and delivery of bond documents in connection with Improvement Area 1 of Community Facilities District 2023-2, Cimarron Ridge, located on the north and south side of Thornton Avenue between Valley Boulevard and Goetz Road; and
2. Authorized the Finance Department to establish the necessary revenue and expenditure budgets and corresponding appropriations for the bond issuance.

**MOVER:** Ricky Estrada

**SECONDER:** Bob Karwin

**AYES:** Karwin, Estrada, Temple, Deines, Diederich

**NAYS:** None

**RECUSE:** None

### 12.2 First Reading and Introduction of an Ordinance Revising the City's Procurement Procedures

Deputy Finance Director Margarita Cornejo and Finance Manager Amir Zaki provided a presentation.

The City Council asked staff questions.

The City Council spoke in favor of the proposed changes and thresholds and requested an administrative procurement manual be prepared and evaluated every three years.

City Clerk Stephanie Roseen introduced the ordinance by title.

#### **ACTION**

1. Introduced an ordinance, repealing and replacing Chapter 3.12 and repealing Chapter 3.30, of the Menifee Municipal Code to consolidate and revise the City's procurement procedures; and
2. Adopted Resolution No. 25-1569, establishing the rules and procedures for the procurement of goods, services, and construction contracts and establishing purchasing authority and contract execution authority; and
3. Provided direction for the preparation of a procurement manual, and that it be updated, at a minimum, every three years.



**MOVER:** Dean Deines  
**SECONDER:** Dan Temple

<p><b>AYES:</b> Karwin, Estrada, Temple, Deines, Diederich <b>NAYS:</b> None <b>RECUSE:</b> None</p>
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**13. CITY ATTORNEY REPORTS**

None.

**14. CITY MANAGER REPORTS**

None.

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

Councilmember Karwin requested to remove the future agenda item regarding the renaming of Haun Road. Councilmember Deines seconded the request.

Mayor Estrada requested an item to explore a Menifee charitable organization. Mayor Pro Tem Karwin seconded the request.

**16. ADJOURN**

Mayor Estrada adjourned the meeting at 7:34 PM.

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Stephanie Roseen, CMC  
City Clerk