

City Council Chambers
29844 Haun Road
Menifee, CA 92586



**Menifee City Council
Regular Meeting Minutes**

**Wednesday, February 05, 2025
5:30 PM Closed Session
6:00 PM Regular Meeting**

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

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

MINUTES

CLOSED SESSION (5:30 PM)

Mayor Estrada called the meeting 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 ANTICIPATED LITIGATION,
SIGNIFICANT EXPOSURE TO LITIGATION
Gov. Code Section 54956.9(d)(2) or (3): Two cases
2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION,
INITIATION OF LITIGATION
Government Code section 54956.9(d)(4): Two cases

REGULAR MEETING (6:00 PM)

1. CALL TO ORDER

Mayor Estrada called the meeting to order at 6:14 PM.

City Attorney Jeffrey Melching provided a report out from closed session and stated with a vote of 4-1, Estrada voting no, the City Council provided direction to initiate litigation.

2. ROLL CALL

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

Absent: None

3. WORDS OF INSPIRATION

3.1 Rachel Ulibarri – Menifee Church of Jesus Christ of Latter-day Saints

4. PLEDGE OF ALLEGIANCE

Uzia Ulibarri led the flag salute.

5. PRESENTATIONS

5.1 Police Department Quarterly Update

Chief Chris Karrer provided a presentation.

The City Council asked staff questions.

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.

- Ida Vallez
- Devin Lamon
- Tom Fuhrman
- Matthew Gilmore
- Jeff Maas

8. COUNCILMEMBER UPDATES AND COMMENTS

Councilmember Diederich reported on the meetings and events he attended.

- Southwest Higher Education Coalition Meeting
- Menifee Planning Commission Meeting
- League of California Cities New Councilmembers Academy
- State of the District for Menifee Union School District

Councilmember Temple reported on the meetings and events he attended.

- Menifee Police Department Promotion of Tom Perez
- Lunch at the Kay Cenicerros Senior Center
- Homeowner Visit to Fire Victim
- League of California Cities New Councilmembers Academy
- Western Riverside Regional Conservation Authority (RCA) Meeting
- Menifee Interfaith Council Meeting
- State of the District for Menifee Union School District

Councilmember Deines reported on the meetings and events he attended.

- Menifee Amphitheater Ad Hoc Committee Meeting
- Riverside Transit Agency (RTA) T Now Meeting
- RTA Board of Directions Meeting
- Army Recruiting Station Ribbon Cutting
- Menifee Finance Committee Meeting
- Adaptive Sports Fair
- State of the District for Menifee Union School District
- RTA Operations and Administration Meeting

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

- Menifee Police Department Promotion of Tom Perez
- Chamber of Commerce Wake Up Menifee
- Menifee Amphitheater Ad Hoc Committee Meeting
- Rotary Club Meeting
- Senior Advisory Committee Meeting
- Planning Commissioner Tour of the City
- Army Recruiting Station Ribbon Cutting
- Paloma Valley High School Moc Trial
- All Chamber Mega Mixer at Storm Stadium
- Red Cross and Rotary Sound the Alarm Event
- Adaptive Sports Fair
- Quilts of Valor Ceremony
- Western Riverside Council of Governments (WRCOG) Executive Committee Meeting
- Desalination Plant Facility Tour at Eastern Municipal Water District
- State of the District for Menifee Union School District

Mayor Estrada reported on the meetings and events he attended.

- View Church Event to Honor Martin Luther King Jr.
- AB1234 Ethics Training
- Menifee Finance Committee Meeting
- Youth Soccer Club Event
- Homeowner Visit to Fire Victim

9. APPROVAL OF MINUTES

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

- 9.1 January 15, 2025 Special Meeting Minutes
- 9.2 January 15, 2025 Regular Meeting Minutes

10. CONSENT CALENDAR

The consent calendar was approved by the following vote.

MOVER: Bob Karwin

SECONDER: Dean Deines

AYES: Deines, Diederich, Temple, Karwin, Estrada

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 Treasurer's Report - November 2024

ACTION

1. Received and filed the Treasurer's Report as of November 30, 2024.

10.3 Warrant Register

ACTION

1. Ratified and approved the Voucher Lists dated 12/13/2024, 12/20/2024, 1/2/2025 and 1/10/2025, the Payroll Register/Other EFTs dated 12/1/2024, 12/20/2024, 12/24/2024, 1/2/2025, 1/3/2025 and 1/8/2025 and the Void Check Listing PE 12/31/2024 which have a total budgetary impact of \$7,871,063.38.

10.4 Capital Improvement Program Construction Contract Change Order Report

ACTION

1. Received and filed the Capital Improvement Program (CIP) Construction Contract Change Order activity report for the second quarter of Fiscal Year (FY) 2024/25.

10.5 Proposed Formation of Community Facilities District No. 2025-2, Quartz Trail

ACTION

1. Adopted Resolution No. 25-1531, with the intent of establishing Community Facilities District No. 2025- 2, Quartz Trail, located southeast of Evans Road and Holland Road; and
2. Adopted Resolution No. 24-1532, intent to incur bonded indebtedness for Community Facilities District No. 2025-2, Quartz Trail.

10.6 Revised Memorandum of Understanding with the City of Indio for Off Duty Staffing of Special Events

ACTION

1. Approved and authorized the City Manager, or designee, to execute a Memorandum of Understanding (MOU) with the City of Indio for the reimbursement of costs for off-duty staffing at special events.

10.7 Agreement Amendment with Engineering Resources of Southern California, Inc. for the Paloma Wash Pedestrian Bridge Project

ACTION

1. Approved and authorized the City Manager to execute Amendment No. 4 to the Professional Services Agreement with Engineering Resources of Southern California for Design Services for the Paloma Wash Pedestrian Bridge Project, Capital Improvement Program (CIP) Project No. CIP 20-13, increasing the compensation amount by \$67,375, for a total not-to-exceed amount of \$313,200.

- 10.8 Contract Change Order with Leonida Builders, Inc. for the La Piedra Road at Bell Mountain Middle School – Active Transportation Program Project

ACTION

1. Approved and authorized the City Manager to execute Contract Change Order (“CCO”) No. 1 with Leonida Builders, Inc. for the construction services on La Piedra Road at Bell Mountain Middle School – Active Transportation Program (“ATP”) Project, Capital Improvement Program (“CIP”) Project No. 22-25, in the amount of \$92,571.50, increasing the contract value to a total amount not-to-exceed \$667,563.86.

- 10.9 Subdivision Improvement Agreement and Bonds for Replacement of Lien Agreement for Tract Map 31456, The Enclave, by KB Home Cal Management Services, LLC

ACTION

1. Approved and authorized the City Manager to execute a Subdivision Improvement Agreement and securities to replace an existing Lien Agreement provided to guarantee the completion of required public improvements associated with Tract Map 31456, The Enclave, located west of Valley Boulevard, and north and south of Cherry Hills Boulevard; and
2. Adopted Resolution No. 25-1533, discharging the existing Subdivision Lien Agreement and authorized the City Clerk to record the resolution with the Riverside County Clerk Recorder’s Office; and
3. Authorized the Public Works Director to fully release remaining improvement securities previously provided by RCFC Investments, LLC, for Tract Map 31456.

- 10.10 Acceptance of Landscape Improvements and 90% Release of Security for Tract Map 31098, McCall Mesa, by Lennar Homes of California, LLC.

ACTION

1. Accepted the landscape improvements for Tract Map 31098 McCall Mesa located west of Menifee Road and south of Rouse Road; and
2. Authorized the City Engineer to release 90% of the posted securities per the City’s standard policies.

- 10.11 Notice of Completion and Acceptance for the E.L. Pete Petersen Dog Park Expansion Project

ACTION

1. Accepted the improvements for the E.L. Pete Petersen Dog Park Expansion Project, Capital Improvement Program (“CIP”) Project No. 24-17, located at 29621 Park City Avenue; and
2. Authorized the City Clerk to file a Notice of Completion with the Riverside County Recorder’s Office.

- 10.12 Notice of Completion and Acceptance for the Kay Cenicerros Parking Lot Renovation Project and the La Ladera Park Enhancements Project

ACTION

1. Accepted the improvements for the Kay Cenicerros Parking Lot Renovation Project, Capital Improvement Program (CIP) Project No. CIP 24-06 and the La Ladera Park Enhancements Project, CIP Project No. CIP 24-12; and
2. Authorized the City Clerk to file a Notice of Completion with the Riverside County Recorder's Office.

- 10.13 Notice of Completion and Acceptance for the Kay Cenicerros Senior Center Display Sign

ACTION

1. Accepted the improvements for the Kay Cenicerros Senior Center Display Sign, Capital Improvement Program ("CIP") Project No. 25-10, located at 29995 Evans Road; and
2. Authorized the City Clerk to file a Notice of Completion with the Riverside County Recorder's Office.

11. PUBLIC HEARING ITEMS

- 11.1 Ordinance Introduction and First Reading for Updating Participation in the Western Riverside County Transportation Uniform Mitigation Fee (TUMF) Program and Amending the TUMF per the 2024 Nexus Study

Financial Analyst Kris Jensen provided a presentation.

Mayor Estrada opened the public hearing at 7:10PM. City Clerk Stephanie Roseen stated the public hearing was legally noticed and no correspondence had been received. Mayor Estrada closed the public hearing at 7:11 PM.

City Clerk Stephanie Roseen introduced the ordinance by title.

ACTION

1. Introduced an ordinance repealing and replacing Ordinance No. 2017-229 to update participation in the TUMF program.

MOVER: Ricky Estrada

SECONDER: Bob Karwin

AYES: Deines, Diederich, Temple, Karwin, Estrada

NAYS: None

RECUSE: None

2. Adopted Resolution No. 25-1534, amending the TUMF applicable to all developments in the City of Menifee.

MOVER: Ricky Estrada

SECONDER: Bob Karwin

AYES: Deines, Diederich, Temple, Karwin, Estrada

NAYS: None

RECUSE: None

12. DISCUSSION ITEMS

12.1 Strategic Plan Update

Management Analyst Mandy Stephens provided a presentation.

The City Council asked staff questions.

ACTION

1. Received and filed an update on the implementation of the City of Menifee's 2023-2028 Strategic Plan for the period extending from July 1 to December 31, 2024.

12.2 Annual Comprehensive Financial Report for Fiscal Year End June 30, 2024

Chief Financial Officer Travis Hickey, City Consultant Jeffrey McKennan, and Deputy Finance Director Margarita Cornejo provided a presentation.

ACTION

1. Received and filed the Annual Comprehensive Financial Report (ACFR) and other audit reports for the fiscal year end June 30, 2024.

12.3 Councilmember Committee and Commission Appointments

City Clerk Stephanie Roseen provided an overview of the item.

Councilmember Deines and Councilmember Diederich announced their appointments to the City's Committee and Commissions.

ACTION

1. Councilmember Diederich appointed the following: a) Planning Commissioner – Michael Knighten b) Parks, Recreation, and Trails Commissioner – Tom Giedroyce c) Quality of Life (Measure DD) Oversight Committee Member – Nicholis Zappia d) Senior Advisory Committee Member – Debbi Manion e) Menifee Citizens Advisory Committee Member – David Cross, and f) Veterans and Military Families Advisory Committee Member – Darci Castillejos.
2. Councilmember Deines appointed Randy Madrid the Planning Commission.

Ms. Roseen swore in the newly appointed Commissioners and Committee Members.

12.4 2025 Appointments to Council Subcommittees and Regional Boards and Commissions

City Clerk Stephanie Roseen provided an overview of the item.

ACTION

1. Discussed and ratified appointments of City Council representatives to City Council Subcommittees and Regional Boards and Commissions as follows:

Agency/Board	Meeting dates and times	Representative(s) or Board Member(s)	Alternate
Riverside County Transportation Commission (RCTC)	2 nd Wednesday/month @ 9:30 a.m.	Karwin	Deines
Western Riverside Council of Governments (WRCOG) Executive Committee	1 st Monday/month @ 2:00 p.m.	Karwin	Estrada
WRCOG TUMF Program Zone Committee	Annually, or as needed	Karwin	Estrada
Western Riverside Regional Conservation Authority (WRCRCA)	1 st Monday/month @ 12:30 p.m.	Temple	Diederich
Riverside County Habitat Conservation Agency (RCHCA)	2 nd Thursday, various months @ 11:30 a.m.	Temple	Diederich
Riverside Transit Agency (RTA)	4 th Thursday/month @ 2:00 p.m.	Deines	Karwin
Southern California Association of Governments (SCAG)	Annual General Assembly (May 1-2, 2025)	Temple	Diederich
Menifee Chamber of Commerce	4 th Thursday/month @ 8:30 a.m.	Diederich	Karwin
Southwest Communities Financing Authority (Animal Friends of the Valley)	Biannual - 1 st Thursday of May/ October @ 2:00 p.m.	Deines	Karwin
Southwest Elected Collaborative Group	3 rd Thursday/month @ 12:00 p.m.	Diederich	Temple
Southwest Higher Education Coalition	3 rd Tuesday/month @ 1:00 p.m.	Diederich	Temple

Council Standing Committees	Meeting Dates and Times	Members
Finance Committee	Dates set by Committee Members	Deines, Estrada
City & School Districts Committee	Annual – Prior to start of new school year	Karwin, Estrada
Council Ad Hoc Committee	Purpose	Members
Economic Development Ad Hoc Committee	Review and provide guidance to Economic Development Department on key projects/initiatives as needed for the year	Estrada, Karwin
Parks Ad Hoc Committee	Review and provide input regarding opportunities for collaboration between agencies regarding parks and recreational facilities operated by Valley-Wide Recreation and Park District within Menifee city limits as needed for the year	Estrada, Temple
Sphere of Influence Ad Hoc Committee	Collaboration with the County of Riverside, Winchester-Homeland Municipal Advisory Council (MAC), and associations in relation to the infrastructure and services required to support growth and development in the unincorporated areas of Riverside County to the east of the Menifee city limits as needed for the year	Estrada, Deines
Southern Gateway Specific Plan Ad Hoc Committee	Preparation of a Specific Plan for the Economic Development Corridor – Southern Gateway (EDC-SG) to create a new framework for maximizing the area's potential as an innovation district as needed for the year.	Diederich, Temple
Central Park Amphitheater Ad Hoc Committee	Review and provide guidance on the vision and initial programming for the Central Park Amphitheater as needed for the year.	Deines, Karwin

MOVER: Bob Karwin

SECONDER: Ricky Estrada

AYES: Deines, Diederich, Temple, Karwin, Estrada

NAYS: None

RECUSE: None

13. CITY ATTORNEY REPORTS

None.

14. CITY MANAGER REPORTS

City Manager Armando Villa provided an update.

15. FUTURE AGENDA REQUESTS FROM COUNCIL MEMBERS

Councilmember Deines requested an item to discuss the Economic Development Ad Hoc Committee. Mayor Estrada seconded the request.

Councilmember Temple requested an item to consider naming the bridge at Bradley Road over Salt Creek to the Bradley Road Veterans' Memorial Bridge. Councilmember Deines seconded the request.

Mayor Estrada requested a report on Menifee's legislative bodies' terms and term limits. Mayor Pro Tem Karwin seconded the request.

16. ADJOURN

Mayor Estrada adjourned the meeting at 8:12 PM.

Stephanie Roseen, CMC
City Clerk
