

City Council Chambers  
29844 Haun Road  
Menifee, CA 92586



**Menifee City Council  
Regular Meeting Minutes**

**Wednesday, July 17, 2024  
4:00 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**

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

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**MINUTES**

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**CLOSED SESSION (4:00 PM)**

Mayor Zimmerman called closed session to order at 4:00 PM.

Correspondence was received from the following.

- Don Slater

The City Council recessed to closed session at 4:00 PM for the purposes listed below.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Pursuant to Government Code Section 54956.9(d)(1)  
In Re: National Prescription Opiate Litigation, MDL No. 2804, Case No. 1:17-md-2804  
(Multi- District Litigation)
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8) --  
Property: 336-280-001; Agency Negotiators: Armando Villa, City Manager; Nick Fidler,  
Public Works Director/City Engineer; Carlos E. Geronimo, Engineering Manager – Capital  
Improvement Programs; Jeffrey Melching, City Attorney; Negotiating Parties: City of  
Menifee; Compay Family Trust; Under Negotiation: Price and Terms of Payment
3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)  
--Property: 336-190-008; Agency Negotiators: Armando Villa, City Manager; Nick Fidler,  
Public Works Director/City Engineer; Carlos E. Geronimo, Engineering Manager – Capital  
Improvement Programs; Jeffrey Melching, City Attorney; Negotiating Parties: City of  
Menifee; Rodrigo Rubio and Carolina Rubio; Under Negotiation: Price and Terms of  
Payment
4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8) --  
Property: 338-131-001; Agency Negotiators: Armando Villa, City Manager; Nick Fidler,  
Public Works Director/City Engineer; Carlos E. Geronimo, Engineering Manager – Capital  
Improvement Programs; Jeffrey Melching, City Attorney; Negotiating Parties: City of  
Menifee; Vickie Cipparuolo; Under Negotiation: Price and Terms of Payment

5. CONFERENCE WITH LABOR NEGOTIATORS  
Pursuant to Government Code section 54957.6  
Negotiators: Deputy City Manager Jonathan Nicks, Chief Financial Officer Travis Hickey, City Manager Armando G. Villa; Labor Agreement Negotiations: Menifee General Employee Unit Association, Menifee Professional Employee Unit Association, Menifee Mid-Management Employee Unit Association, Menifee Police Officers Association (POA); Menifee Police Management Association (PMA); and Menifee Police Employee Association (PEA)
6. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Pursuant to Government Code Section 54956.9(d)(1)  
Showprop Menifee DE, LLC v. City of Menifee,  
Riverside County Superior Court Case No. CVRI2402960

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

**1. CALL TO ORDER**

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

City Attorney Jeffrey Melching stated there was no reportable action from closed session.

**2. ROLL CALL**

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

**Absent:** None

**3. WORDS OF INSPIRATION**

Bob Warning with Crossway Menifee

**4. PLEDGE OF ALLEGIANCE**

David Foust led the flag salute.

**5. PRESENTATIONS**

5.1 Citizen of the Month – Sam Handley

The City Council recognized Sam Handley and presented him with a certificate.

5.2 Recognition of Tanner O'Dell

The City Council recognized Tanner O'Dell and presented him with a certificate.

5.3 Parks Make Life Better Proclamation

The City Council presented a proclamation to the members of the Parks, Recreations, and Trails Commission.

5.4 Community Services Monthly Update

Parks Manager Bryce Howell 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.

- Avie Barron
- George Mills
- Linda Beck
- Laurie Garcia
- Zachary Bach
- Rogelio Banuelos
- Rosie O'Conner

**8. COUNCILMEMBER UPDATES AND COMMENTS**

Councilmember Karwin reported on the meetings and events he attended.

- Western Riverside Council of Governments (WRCOG) General Assembly
- Tricon Homes Ribbon Cutting
- Altura Credit Union Ribbon Cutting
- Tour of March Air Force Base
- Menifee Employee Appreciation Luncheon
- Tour of Menifee Courthouse
- Los Amigos Second Ribbon Cutting
- Wake Up Menifee at Louie's Nursery
- Ice Cream Social at Webb Hall

Councilmember Estrada reported on the meetings and events he attended.

- Menifee Innovation District Ad Hoc Committee Meeting
- Go Skate Day and Movies in the Dark at Audie Murphy Ranch
- Altura Credit Union Ribbon Cutting
- Menifee's Independence Day Celebration
- Los Amigos Soft Opening, Menifee Arts Council Workshop
- Chamber of Commerce Mixer at Pacifica Senior Living
- Menifee Employee Appreciation Luncheon
- Los Amigos Second Ribbon Cutting
- Canyon Heights Homeowners Association Meetings
- Wake Up Menifee at Louie's Nursery

Councilmember Sobek reported on the meetings and events she attended.

- SCAM ID Workshop
- WRCOG General Assembly
- Liberty Dinner
- Sun City Veteran's Group Meeting

- Southwest Higher Education Coalition Meeting
- Southern Gateway Meeting
- Tricon Homes Ribbon Cutting
- Menifee's Independence Day Celebration
- Regional Conservation Authority (RCA) Governing Board Meeting
- Senior Advisory Committee
- Tour of PACE Facility
- Casey Crawford Book Launch
- Artistry Talk Shop by Arts Council Menifee
- Menifee Finance Committee Meeting
- Employee Appreciation Luncheon
- RCA Meeting
- Wake Up Menifee at Louie's Nursery
- Los Amigos Ribbon Cutting

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

- Southwest Community Financing Authority (SCFA) Meeting
- Southwest T-Now Meeting
- Riverside Transit Agency (RTA) Board of Directors Meeting
- Menifee Finance Committee Meeting
- Senator Seyarto's Veterans Advisory Council Meeting

Mayor Zimmerman reported on the meetings and events he attended.

- Menifee Innovation District Ad Hoc Committee Meeting
- WRCOG General Assembly
- Menifee Library Shaping Tomorrow Together Event
- Southwest Higher Education Coalition Meeting
- Innovation Public Workshop
- Chamber of Commerce Meeting for Menifee Night at Storm Stadium
- Tricon Homes Ribbon Cutting
- Altura Credit Union Ribbon Cutting
- Rotary Club Installation Dinner
- Daiso Store Ribbon Cutting
- Menifee Independence Day Celebration
- Tour of PACE Facility
- Los Amigos Soft Opening
- Foodie Friday
- Arts Council Menifee Arts Workshop
- Chamber of Commerce Mixer at Pacifica Senior Living
- Riverside County Transportation Commission (RCTC) Meeting
- Employee Appreciation Luncheon
- Tour of Menifee Courthouse
- Los Amigos Ribbon Cutting
- Wake Up Menifee at Louie's Nursery

**9. APPROVAL OF MINUTES**

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

9.1 June 19, 2024 Minutes

**10. CONSENT CALENDAR**

The following speaker addressed the City Council on Item No. 10.5.

- Zachary Bach

Councilmember Ricky Estrada requested to pull Item No. 10.9, Councilmember Sobek requested to pull Item No. 10.13, and Councilmember Karwin requested to pull Item No. 10.12 for further discussion.

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

**MOVER:** Bob Karwin

**SECONDER:** Lesa Sobek

**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 provided that they be read by title only.

10.2 Warrant Register

**ACTION**

1. Ratified and approved the Voucher Lists dated 05/31/2024, 06/07/2024, 06/14/2024 and 06/21/2024, the Payroll Register/Other EFTs dated 05/31/2024, 06/03/2024, 06/05/2024, 06/07/2024, 6/11/2024, 6/17/2024, 6/20/2024, and 06/21/2024, and the Void Check Listing PE 05/31/2024 which have a total budgetary impact of \$14,042,404.71.

10.3 Treasurer's Report - May 2024

**ACTION**

1. Received and filed the Treasurer's Report as of May 31, 2024.

10.4 Monthly Public Safety Reports

**ACTION**

1. Received and filed the public Safety Reports for May 2024.

10.5 Department of California Highway Patrol Cannabis Tax Fund Grant

**ACTION**

1. Accepted the Department of California Highway Patrol Cannabis Tax Fund Grant in the amount of \$277,195.05 to help reduce and mitigate the impacts of impaired driving in the City; and
2. Adopted Resolution No. 24-1456, approving an increase in revenue and appropriation of expenditures in the amount of \$277,195.05 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 Department of California Highway Patrol Cannabis Tax Fund Grant Program purchases.

10.6 National Opiate Litigation Settlement Fund Allocation

**ACTION**

1. Authorized the City Manager, or his designee, to program the National Opiate Litigation Settlement Funds received through June 30, 2024, for prevention education and intervention programs reaching vulnerable populations including homeless and at-risk youth residing within the City; and
2. Adopted Resolution No. 24-1457, approving an increase in revenue and appropriation of expenditures in the amount of \$38,384.38 to the project account as assigned by the Finance Department for the use of the funds received from the Janssen and Distributors Settlements, and the National Opioid Abatement Trust.

10.7 2024 Fee Schedule Amendment

**ACTION**

1. Adopted Resolution No. 24-1458, approving the revised 2024 User Fee Schedule maintaining deposit-based fees and surcharges at the adopted 2022 amounts.

10.8 Menifee Police Department Records Retention Schedule

**ACTION**

1. Adopted Resolution No. 24-1459, amending the City's existing records retention schedule to incorporate the Menifee Police Department.

10.9 Agreement with Dekra-Lite Industries, Inc. for Military Banner Program Services

Councilmember Estrada requested to pull the item for further discussion. Management Analyst Mandy Stephens answered questions of the City Council.

**ACTION**

1. Approved and authorized the City Manager to execute a Professional Services Agreement with Dekra-Lite Industries, Inc. for military banner printing and installation services for an initial one-year term in a total not-to-exceed amount of \$18,750 through June 30, 2025; and
2. Authorized the City Manager or designee to authorize and/or execute two, one-year extensions in an amount not-to-exceed \$18,750 annually.

**MOVER:** Ricky Estrada  
**SECONDER:** Lesa Sobek

<p><b>AYES:</b> Zimmerman, Karwin, Estrada, Sobek, Deines <b>NAYS:</b> None <b>RECUSE:</b> None</p>
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- 10.10 Agreement with Motte Historical Museum, Inc. for Park Development within the Menifee North Specific Plan Planning Area 10

**ACTION**

1. Approved and authorized the City Manager to execute the Park Development Agreement with Motte Historical Museum, Inc. for the Menifee North Specific Plan, Planning Area 10, Tentative Tract Map No. 34118, generally located on the north side of Highway 74 from Antelope Road to Juniper Flats Road and an area of land on the south of Ethanac Road west of Case/Matthews Road.

- 10.11 Agreement with Environmental Systems Research Institute, Inc. for Geographic Information System Technology Software Subscription Services

**ACTION**

1. Approved and authorized the City Manager to execute an Enterprise Agreement with Environmental Systems Research Institute, Inc., for Geographic Information System technology licenses and subscriptions for a three-year term in an amount not-to-exceed \$278,310 through June 30, 2027; and
2. Approved and authorized this agreement under Menifee Municipal Code Section 3.12.070(A)(7), waiving the competitive bidding process as the product is a unique commodity; and
3. Authorized the City Manager or his designee to execute all necessary documents related to this agreement.

- 10.12 Clarifying Authorization of Canon Equipment Lease Per-Page Charges

Councilmember Karwin pulled the item for further discussion and asked questions of staff. Chief Information Officer Ron Puccinelli answered questions of the City Council.

**ACTION**

1. Confirmed the City Council's June 21, 2023 approval of the five-year equipment lease agreement with Canon for copiers and printers, included approval of the associated per-page costs outlined within the agreement, in an amount of \$40,000 for Fiscal Year 2023/2024; and
2. Confirmed approval of an annual increase of up to \$5,000 per year of the lease agreement for per-page costs in a total not-to-exceed amount of \$250,000 through June 30, 2028.

**MOVER:** Bob Karwin  
**SECONDER:** Dean Deines

<p><b>AYES:</b> Zimmerman, Karwin, Estrada, Sobek, Deines <b>NAYS:</b> None <b>RECUSE:</b> None</p>
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10.13 Memorandum of Understanding with the Arts Council Menifee for Community Art Programs

Councilmember Sobek requested to pull the item for further discussion and asked questions of staff. Community Services Manager Mariana Mitchell answered questions of the City Council.

**ACTION**

1. Approved and authorized the City Manager to execute a Memorandum of Understanding (MOU) with the Arts Council Menifee for the collaboration of community art programs through June 30, 2027.

**MOVER:** Lesa Sobek

**SECONDER:** Bill Zimmerman

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

**NAYS:** None

**RECUSE:** None

10.14 Agreement Amendment with Kimley-Horn and Associates Inc. for the Citywide Traffic Signal Safety Improvements Project

**ACTION**

1. Approved and authorized the City Manager to execute Amendment No. 1 to the Professional Services Agreement with Kimley-Horn and Associates Inc. for Environmental and Civil Design Services to revise the Disadvantaged Business Enterprises participation commitment for the Citywide Traffic Signal Safety Improvements Project, Capital Improvement Program (CIP) Project No. 24-01.

10.15 Police Department Fleet Vehicle Purchases

**ACTION**

1. Directed staff to close out Purchase Order No. 03879 and release funds in the amount of \$142,384.36; and
2. Approved the purchase of three vehicles from Temecula Valley Toyota in a not-to-exceed amount of \$127,332.29, including tax and delivery, from the Quality-of-Life Fund; and
3. Approved the issuance of a purchase order from West Coast Lights and Sirens, Inc. in a not-to-exceed amount of \$20,018.82 from the General Fund and Quality-of-Life Fund; and
4. Authorized the City Manager to execute the required documents and approve any substitute orders due to limited availability or unavailability of vehicles.

- 10.16 Change Proceedings for Improvement Area No. 2 of Community Facilities District No. 2023-2, Cimarron Ridge, by Pulte Home Company, LLC

**ACTION**

1. Adopted Resolution No. 24-1460, of consideration to amend the Rate and Method of Apportionment of special taxes for Improvement Area No. 2 of Community Facilities District No. 2023-2, Cimarron Ridge, located southwest of McLaughlin Road and Byers Road.

- 10.17 Lot Line Adjustments for Tract Map 32101, Banner Park II, by Pulte Home Company, LLC

**ACTION**

1. Approved and authorized the filing of two Lot Line Adjustments, LLA24-001, Lot Nos. 198 and 200 and Lot Line Adjustment LLA24-002, Lot Nos. 199, 201 and 202 of Tract Map 32101, located south of Domenigoni Parkway and west of Briggs Road; and
2. Adopted Resolution No. 24-1461, approving the four grant deeds and certificates of acceptance for the Lot Line Adjustments LLA24-001 and LLA24-002; and
3. Approved and authorized the City Manager, or designee, to execute the grant deeds and certificates of acceptance for the Lot Line Adjustments LLA24-001 and LLA24-002.

- 10.18 Final Maps, Security Improvement Agreements, and Bonds for Tract Maps 37671-1, 37671-2, and 37671-F, Banner Park South, by Pulte Homes Company, LLC

**ACTION**

1. Approved and authorized the filing of the final maps for Tract Map 37671-1, 37671-2, and 37671-F, Banner Park South, by Pulte Homes Company, LLC, located south of Domenigoni Parkway and west of Briggs Road; and
2. Approved and authorized the City Manager to execute improvement agreements to guarantee completion of required improvements and placement of survey monuments associated with Tract Maps 37671-1, 37671-2, and 37671-F.

- 10.19 Notice of Completion and Acceptance for the Quail Valley Grid Area Streetlights Project

**ACTION**

1. Accepted the improvements for the Quail Valley Grid Area Streetlights Project, Capital Improvement Program Project No. 23-08, located south of San Jacinto Road, east of Mountain View Place, west of Williams Drive, and north of Sierra Drive; 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 Menifee Complete Streets Plan Adoption

Management Analyst Jenny McConville introduced the item and City Consultant with KTUA, Joe Punsulin. Mr. Punsulin provided a presentation.

Mayor Zimmerman opened the public hearing at 7:58 PM. Acting City Clerk Stephanie Roseen stated the public hearing was legally noticed and there was no correspondence or public comments received. Mayor Zimmerman closed the public hearing at 7:59 PM.

Councilmember Karwin requested to remove the allowance of curb parking along McCall Boulevard in front of the Chase Bank for bicycle pedestrian safety.

The City Council asked questions of staff.

**ACTION**

- 1. Adopted Resolution No. 24-1462, adopting the Menifee Complete Streets Plan.

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

**AYES:** Zimmerman, Karwin, Estrada, Sobek, Deines  
**NAYS:** None  
**RECUSE:** None

**12. DISCUSSION ITEMS**

12.1 Gale Webb Action Sports Park Restroom Project

Parks Manager Bryce Howell provided a presentation. The City Council asked questions of staff.

The following speakers addressed the City Council.

- Amanda Loffer
- Michael Knighten
- David Foust
- Debbie Manion
- Shelly Hobbs

The City Council spoke in favor of continuing to research additional funding opportunities and the permanent restroom option, connected to sewer.

**ACTION**

- 1. Reviewed and provided direction on the restroom options for the Gale Webb Action Sports Park.

**MOVER:** Lesa Sobek  
**SECONDER:** Dean Deines

<p><b>AYES:</b> Zimmerman, Karwin, Estrada, Sobek, Deines <b>NAYS:</b> None <b>RECUSE:</b> None</p>
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12.2 Business License Fees

Deputy Finance Director Margarita Cornejo provided a presentation.

The City Council asked questions of staff.

The following speakers addressed the City Council.

- Michael Knighten
- Laurie Garcia

The City Council provided consensus to have staff bring an item back to the City Council to review the business types within the City and consideration for a revised business license program that would include the options for a multi-year registration and small business and/or home-based businesses reduced fee options.

12.3 First Reading and Introduction of an Ordinance Establishing Regulations for Unruly and Loud Conduct

Menifee Police Lieutenant Paul Barbieri provided a presentation.

The City Council asked questions of staff.

Acting City Clerk Stephanie Roseen introduced the ordinance by title.

**ACTION**

1. Introduced an ordinance adding Chapter 11.07 to Title 11 of the Menifee Municipal Code establishing regulations for loud and unruly conduct from residential, commercial, and multi-family properties.

**MOVER:** Lesa Sobek  
**SECONDER:** Bob Karwin

<p><b>AYES:</b> Zimmerman, Karwin, Estrada, Sobek, Deines <b>NAYS:</b> None <b>RECUSE:</b> None</p>
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12.4 First Reading and Introduction of an Ordinance Establishing Regulations Governing the Possession of Catalytic Converters

Menifee Police Chief Chris Karrer provided a presentation.

The City Council asked questions of staff.

The following speaker addressed the City Council.

- Daryl Terrell

Acting City Clerk Stephanie Roseen introduced the ordinance by title.

**ACTION**

1. Introduced an ordinance establishing regulations governing the possession of catalytic converters and adding Chapter 11.55, Unlawful Possession of Catalytic Converters, to Title 11 of the Menifee Municipal Code.

**MOVER:** Lesa Sobek

**SECONDER:** Bob Karwin

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

**NAYS:** None

**RECUSE:** None

**13. CITY ATTORNEY REPORTS**

None.

**14. CITY MANAGER REPORTS**

City Manager Armando Villa introduced Menifee's new Assistant City Manager, Bryan Jones.

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

Councilmember Estrada requested to remove his future agenda item for RV parking regulations. Additionally, Councilmember Estrada requested a discussion item regarding the City covering the costs of the Military Banner Program. The request received no second.

Councilmember Sobek requested an update from the Homeless Task Force and to share new related laws that may be affecting the City. Mayor Zimmerman seconded the request.

**16. ADJOURN**

Mayor Zimmerman adjourned the meeting at 9:54 PM.

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Stephanie Roseen, CMC  
Acting City Clerk