

City Council Chambers
29844 Haun Road
Menifee, CA 92586

Bill Zimmerman, Mayor
Bob Karwin, District 1
Matthew Liesemeyer, District 2
Lesa Sobek, District 3
Dean Deines, District 4



MINUTES

Menifee City Council Regular Meeting Minutes

Wednesday, June 16, 2021
5:30 PM Closed Session
6:00 PM Regular Meeting

Armando G. Villa, City Manager
Jeffrey T. Melching, City Attorney
Sarah A. Manwaring, City Clerk

CLOSED SESSION (5:30 PM)

Mayor Zimmerman called the Closed Session to order at 5:30 PM. Present were Councilmembers Deines, Karwin, Liesemeyer, Mayor Pro Tem Sobek and Mayor Zimmerman. The Council adjourned to Closed Session for the following purpose.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code Paragraph (1) of subdivision (d) of Section 54956.9 Tony
Falco and Rosa Falco v. City of Menifee
Riverside County Superior Court Case No. MCC1700399

REGULAR MEETING (6:00 PM)

1. CALL TO ORDER

Mayor Zimmerman called the meeting to order at 6:03 PM. City Attorney Jeffrey Melching stated there was nothing to report from Closed Session.

2. ROLL CALL

Present: Dean Deines, Bob Karwin, Matthew Liesemeyer, Lesa Sobek, Bill Zimmerman
Absent: None

Councilmember Liesemeyer arrived at 6:07 PM.

3. WORDS OF INSPIRATION

Pastor Rocky Stone with Sandals Church

4. PLEDGE OF ALLEGIANCE

Betti Cadmus, Menifee Union School District Public Information Officer, led the flag salute.

5. PRESENTATIONS

- 5.1 Community Services Update

Community Services Director Jonathan Nicks provided a presentation and reported on the recreation programs for summer; senior programs; upcoming events; park amenities and enhancements; and the Lazy Creek Recreation Center renovation progress update.

The City Council inquired about the railings and the skateboard activity at the skateboard park; senior lunch program and activities; Independence Day parking locations; right-of-way maintenance and contracts; and cool center for days of extreme heat.

5.2 Information Technology Workplan

Information Technology Director Ron Puccinelli provided a presentation and reported on the growing and changing technology requirements; risk exposure; City vendors; City capabilities and the need to mature; building a cyber-safe culture; and other major initiatives.

This City Council inquired about protection of city-wide records; city-wide broadband and a digital equity discussion.

5.3 Business Spotlight: Mason Jar

Economic Development Director Gina Gonzalez introduced the Business Spotlight program and shared a short promotional video for The Mason Jar Brewing Company. The City Council thanked Grace Santiago for her business in the City and her community service.

5.4 Outstanding Citizen of the Month: Bob O'Donnell

Mayor Zimmerman introduced Bob O'Donnell and reported on his commitment to the community. Councilmember Deines presented Bob O'Donnell with the Outstanding Citizen of the Month award. The City Council thanked him for his service to the community. Mr. O'Donnell thanked the City Council for their recognition.

6. AGENDA APPROVAL OR MODIFICATIONS

City Clerk Sarah Manwaring stated staff was asking for a continuance for Item No. 11.2.

The agenda was approved unanimously (5-0) as modified.

7. PUBLIC COMMENTS (NON-AGENDA ITEMS)

Thomas Powers thanked the City for their support of businesses during the pandemic and also stated his concerns about vehicle access to the Newport Center. Mayor Zimmerman referred Mr. Powers to Public Works Director Nick Fidler.

Colleen Ochs stated her concerns regarding on going fireworks near Morning Breeze Drive and excess vehicles on the Salt Creek Trail.

Thomas Powers, son of Thomas Powers, spoke about his concerns regarding the vehicle access into the Newport Center.

8. COUNCILMEMBER UPDATES AND COMMENTS

Councilmember Karwin reported on the events he attended.

- Paloma Valley High School Graduation
- Menifee Chamber of Commerce Menifee Munch at Bushfire Grill

Councilmember Karwin congratulated the Paloma Valley High School Girls' Basketball Team and wished them luck in their CIF games and also commented on the Eastern Municipal Water District (EMWD) pipeline construction on Murrieta Road.

Councilmember Liesemeyer reported on the meetings he attended.

- Western Riverside Council of Government (WRCOG) Meeting
- Rotary Club Meeting

Councilmember Deines reported on the events he attended.

- Heritage High School Graduation
- Youth Leaders of Menifee Awards

Mayor Pro Tem Sobek reported on the meetings and events she attended.

- Mike Naggar's Dedication and Retirement from the Temecula City Council
- Riverside Conservation Authority (RCA) Executive Meeting
- Temecula Amphitheater Summer Concert in the Park
- Youth Leaders of Menifee Awards

Mayor Pro Tem Sobek stated the new Menifee Library opening would take place on July 17, 2021.

Mayor Zimmerman reported on the meetings and events he attended.

- City of Menifee Emergency Operations Committee (EOC) Meeting
- Rotary Club Meeting
- Paloma Valley High School Graduation
- Murrieta-Temecula Group
- Boys and Girls Club Summer Camp
- Youth Leaders of Menifee Awards
- Community Partners Meeting
- Quail Valley Community Group Meeting
- Riverside County Transportation Commission (RCTC) Meeting
- Mayor's Idea Exchange
- Boys and Girls Club Seven Year Anniversary Barbeque
- Menifee Valley Community Cupboard Celebrity Karaoke Fundraiser
- MilVet Veteran Barbecue
- Mayors Zoom Meeting hosted by League of California Cities

9. APPROVAL OF MINUTES

9.1 May 26, 2021 Special Joint Workshop Minutes

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

10. CONSENT CALENDAR

Mayor Zimmerman requested to pull Item No. 10.15.

The balance of the Consent Calendar was approved by the following vote.

MOVER: Matthew Liesemeyer

SECONDER: Bob Karwin

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

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 List dated 5/21/2021, the Payroll Register/Other EFT's dated 5/26/2021, 5/27/2021, 5/28/2021, and the Void Check Listing PE 5/31/2021 which have a total budgetary impact of \$2,955,839.89.

10.3 City Representative and Voting Alternate for California Intergovernmental Risk Authority (CIRA)

ACTION:

1. Approved Resolution No. 21-1036, appointing the Assistant City Manager as the City's representative to the California Intergovernmental Risk Authority (CIRA) and the Risk Manager as the alternate, and allowing that representative to vote at CIRA Board meetings on behalf of the City.

10.4 Economic Development Small Business Development Center Memorandum of Understanding

ACTION:

1. Approved the Memorandum of Understanding between the City of Menifee and the Small Business Development Center for Fiscal Year 2021/22.

10.5 Agreement with NeoGov and Acceptance of American Rescue Plan Funds (Tranche #1)

ACTION:

1. Accepted American Rescue Plan Funds (Tranche #1) in the amount of \$6,606,837, awarded by the U.S. Department of Treasury to the City of Menifee to address public health and safety impacts of COVID-19; and
2. Authorized the City Manager to execute all necessary agreements, amendments, and related documents to receive the American Rescue Plan funds; and,
3. Approved Resolution No. 21-1037, accepting \$6,606,837 in revenue to Account #301-3742 and appropriating \$61,513.26 in expenditures to Account #301-4221-52216 for the purchase of the NeoGov Learn, Perform, and Onboard Suite; and,
4. Approved and authorized the City Manager to execute a three-year NeoGov Services Agreement for Learn, Perform and Onboard Licenses (electronic HR personnel performance and onboarding solution) in the total amount of \$61,513.26 to be funded with American Rescue Plan funds, and.
5. Exempted purchase from competitive bidding pursuant to Menifee Municipal Code section 3.12.070(A)(7) and (A)(8) as a unique commodity that can only be obtained from one vendor (proprietary software).

10.6 Fiscal Year 2021/22 Annual Levy for Community Facilities Districts 2019-1 (Meadow Run), 2020-1 (McCall Mesa) and 2020-2 (Del Oro)

ACTION:

1. Adopted Resolution No. 21-1038, ordering the levy and collection of special taxes within Community Facilities Districts 2019-1 (Meadow Run), 2020-1 (McCall Mesa) and 2020-2 (Del Oro) for Fiscal Year 2021/22.

10.7 Microsoft Enterprise Agreement (EA)

ACTION:

1. Approved enrollment in County of Riverside Master Microsoft Enterprise Agreement for License of Microsoft Software; and
2. Approved enrollment in California Department of Technology Master Microsoft Enterprise Agreement for License of Microsoft Software; and
3. Authorized the City Manager to execute an agreement with Crayon Inc. to provide Microsoft Office 365 licenses and migration services for a not-to-exceed amount of \$1,250,000 for the five-year term including tax and delivery, and using the Information Technology Department Account Number 110-4115-51350; and
4. Authorized up to an additional \$10,000 per year to accommodate growth in the number of licenses needed to support City staff growth using the Information Technology Department Account Number 110-4115-51350; and
5. Authorized the purchase to be made under the cooperative purchasing (piggyback) agreement as permitted under the Menifee Municipal Code Section 3.12.070 (6) through the OMNIA Partners, Public Sector 2018011-02 contract, thereby exempting the purchase under the competitive bidding process; and
6. Authorized the City Manager to execute all necessary documents.

10.8 Enterprise Business System Backup Services

ACTION:

1. Approved a three-year agreement with Quest Media & Supplies Inc., in an amount not-to-exceed \$176,460 for the three-year term, including tax and delivery for two backup targets and annual enterprise backup services; and,
2. Authorized up to \$5,000 additional per year to cover annual growth in the City's data for a total net amount of \$191,460 for the three-year term; and,
3. Authorized the purchase to be made under the cooperative purchasing (piggyback) agreement as permitted under the Menifee Municipal Code Section 3.12.070 (6) through the California Multiple Award Schedules (CMAS) 3-12-70-0133CL contract, thereby exempting the purchase under the competitive bidding process; and
4. Authorized the City Manager to execute the agreement and any additional required documents.

10.9 Fiscal Year 2021/22 Contract Amendment for IK Consulting, LLC

ACTION:

1. Approved Amendment No. 2 to Professional Services Agreement with IK Consulting, LLC for Accela Configuration Consulting Services, extending the term of services through June 30, 2022; and,
2. Authorized the City Manager to execute the amendment and necessary documents.

10.10 Fiscal Year 2021/22 On-Call Professional Services Agreements (Human Resources)

ACTION:

1. Approved Professional Services Agreements for On-Call Human Resources Services (Background, Psychological Evaluation, Polygraph) for Fiscal Year 2021/22; and,
2. Authorized the City Manager to execute approved agreements.

10.11 Fiscal Year 2021/22 On-Call Professional Services Agreements (Public Works & Engineering)

ACTION:

1. Approved and authorized the City Manager to execute Professional Services Agreements and/or amendments for On-Call Engineering Services - Recoverable for the Public Works and Engineering Department for Fiscal Year 2021/22; and,
2. Approved and authorized the City Manager to execute Professional Services Agreements for On-Call Engineering Services – Non-Recoverable for the Public Works and Engineering Department for Fiscal Year 2021/22.

10.12 Fiscal Year 2021/22 On-Call Professional Services Agreement (Building & Safety)

ACTION:

1. Approved a Professional Services Agreement in the not-to-exceed amount of \$150,000 with Esgil Corporation for Fiscal Year 2021/22 for on-call Building and Safety plan review services; and,
2. Authorized the City Manager to execute approved agreements.

10.13 Fiscal Year 2021/22 On-Call Professional Services Agreements (Community Development)

ACTION:

1. Approved Professional Services Agreements for On-Call Community Development Services Recoverable for FY2021/22; and,
2. Authorized the City Manager to execute approved agreements.

10.14 Capital Improvement Program (CIP) Agreement Amendments

ACTION:

1. Approved agreement amendments extending term of service through June 30, 2022 for existing professional services agreement with NV5, Inc, STC Traffic Inc., and Rick Engineering Inc., and;
2. Approved Amendment No. 2 to the professional services agreement with Kimley-Horn and Associates, Inc. for CIP 21-11: Menifee Road and Garbani Road Traffic Signal Design Services, extending the term of services of the contract agreement through September 30, 2022, and increasing the total contract cost and budget by \$27,970.

10.15 Cooperative Agreement for Fire Services

This item was pulled from the Consent Calendar for further discussion.

Juan Perez, Agency Director with Riverside County, introduced Deputy Chief of Support Operations Casey Hartman and Deputy Director of Administration Diane Sinclair and stated his support for the item and continued partnership.

City Manager Armando Villa explained the reason for the four-month extension and need for staff to review future services as the City grows.

Mayor Zimmerman thanked the Chief for the firefighters and the work they do for the City of Menifee.

Mayor Pro Tem Sobek inquired about the ladder truck. Chief Hartman provided an explanation for the delay.

Councilmember Liesemeyer requested a continued monthly report from CalFire.

ACTION:

1. Approved a four-month extension to the Cooperative Agreement to Provide Fire Protection, Fire Prevention, Rescue and Emergency Medical Services for the City of Menifee from July 1, 2021 through October 31, 2021.

MOVER: Matthew Liesemeyer

SECONDER: Lesa Sobek

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

- 10.16 Agreement for Community Development Block Grant 2022-2027 Consolidated Plan/Annual Action Plan

ACTION:

1. Approved and authorized the City Manager to execute a professional services agreement with Michael Baker International, in the not-to-exceed amount of \$68,838 to prepare the City of Menifee's Community Development Block Grant Program 2022-2027 Consolidated Plan/Annual Action Plan, Analysis of Impediments to Fair Housing Choice and updates to the existing Citizen Participation Plan.

- 10.17 Agreement with Hillcrest Contracting, Inc. for Paloma Wash Trail Improvements, CIP 20-04

ACTION:

1. Awarded bid and authorized the City Manager to execute Owner-Contractor Agreement with Hillcrest Contracting, Inc., for Paloma Wash Trail Improvements (CIP 20-04), in the amount of \$1,491,302.75; and,
2. Authorized the City Manager to execute change order(s) for unanticipated expenditures required to execute the construction of the project, in an amount not-to-exceed 10% of the contract amount, or \$149,130.27.

- 10.18 Agreement with HELIX Environmental Planning, Inc. for Evans Park Environmental Consulting, CIP No. 17-01 (CS010)

ACTION:

1. Approved and authorized the City Manager to execute professional services agreement with HELIX Environmental Planning Inc. for CEQA consulting services for CIP No. 17-01 (CS010) Evans Park in the amount not-to-exceed \$144,291.

- 10.19 Agreement with Safe USA, Inc. for Audie Murphy Ranch Crack Seal Project, PW 21-02

ACTION:

1. Awarded informal bid and authorize the City Manager to execute Owner-Contractor Agreement with Safe USA Inc. for PW 21-02 – Audie Murphy Ranch (AMR) Crack Seal Project, in the amount of \$92,314.88; and,
2. Authorized the City Manager to execute change order(s) for unanticipated expenditures required to execute the construction of the project, in an amount not-to-exceed 10% of the contract amount, or \$9,231.49.

- 10.20 Amendment No. 1 to a Professional Services Agreement with JLC Engineering & Consulting

ACTION:

1. Approved and authorized the City Manager to execute Amendment No. 1 to the existing Professional Services Agreement with JLC Engineering & Consulting for FY2020/21 On-Call Engineering Services by increasing the contract amount by \$9,000 for a revised total contract amount not to exceed \$39,000.

10.21 Cost of Services Study Agreement with The Matrix Consulting Group, Inc.

ACTION:

1. Approved and authorized the City Manager to execute professional services agreement with The Matrix Consulting Group, Inc. in the not to exceed amount of \$88,000 for Cost Allocation Plan, Citywide User Fee Study and Development Impact Fee Study Review/Update.

10.22 Second Reading and Adoption of Ordinance to Levy Special Taxes - CFD 2017-1, Annexation No. 8

ACTION:

1. Adopted Ordinance No. 2021-318, amending Ordinance No. 17-231 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the annual costs of the maintenance and servicing of street lights, parks, parkways, streets, roads, and open space, the operation and maintenance of storm drainage systems, a reserve fund for capital replacement, and administrative expenses with respect to City of Menifee Community Facilities District No. 2017-1 (Maintenance Services). Annexation No. 8, Banner Park for Pulte Home Company, LLC and Diamond Brothers Five Partnership, LP.

10.23 Second Reading and Adoption of an Ordinance to Levy Special Taxes, CFD 2021-1 (Banner Park)

ACTION:

1. Adopted Ordinance No. 2021-319, authorizing the levy of special taxes for Facilities District No. 2021-1 (Banner Park).

10.24 Notice of Completion for Police Headquarters - Perimeter Security Wall Project Phase 1, CIP 19-18

ACTION:

1. Accepted the improvement for Police Headquarters - Perimeter Security Wall Project Phase 1, CIP 19-18; and,
2. Authorized the City Clerk's Office to file the Notice of Completion for Police Headquarters - Perimeter Security Wall Project Phase 1, CIP 19-18 with Riverside County Recorder's Office.

10.25 Security Improvements and 90% Security Bond Reduction for Tract 30142-1

ACTION:

1. Accepted Public Improvements for Drainage and Recycled Water Security Improvements in Tract 30142-1, which is a 51.4 gross acre single-family residential development located east of Evans Road and north of Garbani Road; and,
2. Approved the 90% security bond reduction for Drainage and Recycled Water Improvements in Tract 30142-1.

11. PUBLIC HEARING ITEMS

11.1 Calendar Year 2020 Delinquent Solid Waste Accounts

ACTION:

Continued to the July 7, 2021 City Council meeting.

MOVER: Lesa Sobek

SECONDER: Matthew Liesemeyer

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

11.2 Five-Year Capital Improvement Program Fiscal Year 2021-2022 through 2025-2026

This item was pulled from the agenda.

11.3 Community Facilities District Levy Ordinances

Assistant City Manager Rochelle Clayton provided a presentation and reported on the annual public hearing to levy the special taxes for maintenance.

Mayor Zimmerman opened the public hearing at 7:38 PM. City Clerk Sarah Manwaring stated the public hearing was legally noticed. There were no correspondence or public comments received. Mayor Zimmerman closed the public hearing at 7:39 PM.

Ms. Manwaring introduced the Ordinances by title.

ACTION:

1. Introduced an Ordinance amending Ordinance No. 2012-103 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the annual costs of the maintenance and servicing of street lights, parks, parkways, streets, roads, and open space, the operation and maintenance of storm drainage systems, a reserve fund for capital replacement, and administrative expenses with respect to City of Menifee Community Facilities District No. 2012-1 (Audie Murphy Ranch); and,
2. Introduced an Ordinance amending Ordinance No. 2012-108 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the annual costs of the maintenance and servicing of street lights, parks, parkways, streets, roads, and open space, the operation and maintenance of storm drainage systems, a reserve fund for capital replacement, and administrative expenses with respect to City of Menifee Community Facilities District No. 2012-2 (Hidden Hills); and,
3. Introduced an Ordinance amending Ordinance No. 2014-153 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the annual costs of the maintenance and servicing of street lights, parks, parkways, streets, roads, and open space, the operation and maintenance of storm drainage systems, a reserve fund for capital replacement, and administrative expenses with respect to City of Menifee Community Facilities District No. 2014-1 (Town Center); and,
4. Introduced an Ordinance amending Ordinance No. 2014-154 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the annual costs of the maintenance and servicing of street lights, parks, parkways, streets, roads, and

- open space, the operation and maintenance of storm drainage systems, a reserve fund for capital replacement, and administrative expenses with respect to City of Menifee Community Facilities District No. 2014-2 (Commerce Pointe); and,
5. Introduced an Ordinance amending Ordinance No. 2015-173 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the annual costs of the maintenance and servicing of street lights, parks, parkways, streets, roads, and open space, the operation and maintenance of storm drainage systems, a reserve fund for capital replacement, and administrative expenses with respect to City of Menifee Community Facilities District No. 2015-2 (Maintenance Services); and,
 6. Introduced an Ordinance amending Ordinance No. 2017-231 and levying special taxes to be collected during Fiscal Year 2021-22 to pay the maintenance and servicing of landscaping, lighting water quality improvements, graffiti, streets, streets sweeping, parks and trail maintenance, a reserve fund for capital replacement administrative expenses with respect to City of Menifee Community Facilities District No. 2017-1 (Maintenance Services).

MOVER: Matthew Liesemeyer

SECONDER: Dean Deines

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

12. DISCUSSION ITEMS

12.1 Strategic Visioning Plan Update

City Manager Armando Villa introduced Senior Management Analyst Imelda Huerta to present the report. Ms. Huerta stated the City Council had received an updated spreadsheet and reported on the background of the Strategic Plan; the City of Menifee's Vision; background of the plan development; goals; areas of strategic priority; past City Council Updates; Public Safety items added; and Land Use items added.

Mayor Zimmerman asked the City Council for consensus for allowing temporary uses at the new lot the City acquired on corner of Bradley Road and Cherry Hills Boulevard.

Councilmember Deines stated he would like to hear options from staff on possible uses and stated his concerns about competing businesses.

Mayor Pro Tem Sobek also stated her concern about competing businesses and stated there were other priority projects.

Councilmember Karwin stated he would like to see a temporary dog park in place.

Councilmember Liesemeyer also stated he would like to hear back from staff on possible uses.

Ms. Huerta stated staff would bring back options for Council discussion.

Ms. Huerta continued her presentation and reported on Infrastructure items added.

The City Council provided consensus for the addition of items 4.8.4, Explore Specific Plan for Economic Development Southern Gateway, and 4.8.5, Outreach/Workshop with Southern Gateway Owners.

Ms. Huerta continued with Community Outreach added items; Workforce and Facilities Management added items, completed items; additional updates, and updated plan document look.

The City Council and Mr. Villa thanked staff for their hard work.

ACTION:

1. Reviewed and discussed the City Council Strategic Visioning Plan updates as provided during the March 15, 2021 workshop; and,
2. Provided further revisions and/or clarification as needed; and,
3. Approved updated City Council Strategic Visioning Plan with noted revisions.

MOVER: Dean Deines

SECONDER: Lesa Sobek

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

13. CITY ATTORNEY REPORTS

None.

14. CITY MANAGER REPORTS

None.

15. FUTURE AGENDA REQUESTS FROM COUNCIL MEMBERS

None.

16. ADJOURN

Mayor Zimmerman adjourned the meeting at 8:10 PM.

Sarah A. Manwaring, MMC
City Clerk