

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, November 16, 2022  
5:00 PM Closed Session  
6:00 PM Regular Meeting

Armando G. Villa, City Manager  
Jeffrey T. Melching, City Attorney  
Kay Vinson, Acting City Clerk

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### CLOSED SESSION (5:00 PM)

Mayor Zimmerman called the meeting to order at 5:00 PM. Present were Councilmembers Karwin, Liesemeyer, Sobek, Mayor Pro Tem Deines, and Mayor Zimmerman. One piece of correspondence was provided to the City Council. City Council recessed to closed session at 5:01 PM.

1. CONFERENCE REGARDING REAL PROPERTY NEGOTIATIONS (Government Code Section 54956.8):  
Property Description: APN: 337310009  
City Negotiator(s): Armando Villa, City Manager; Rochelle Clayton, Assistant City Manager; Gina Gonzalez, Economic Development Director  
Negotiating Parties: Bank of America National Trust & Savings Association  
Under Negotiation: Price and terms of payment

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

#### 3. WORDS OF INSPIRATION

3.1 Kasey Crawford - Elevation Church

#### 4. PLEDGE OF ALLEGIANCE

William Sacriste, Lennar Homes, led the flag salute.

## **5. PRESENTATIONS**

### **5.1 Citizen of the Month – Cathy Growcock**

Mayor Pro Tem Deines and the City Council presented Cathy Growcock with the Citizen of the Month Certificate.

### **5.2 Business Spotlight – Raising Cane's**

The City Council presented Todd Graves, Raising Cane's, with a certificate and provided a promotional video.

### **5.3 Community Services Update**

Community Services Coordinator Michael Rinehart presented the following teen awards:

- Sofia Desirello, All-Star Athlete, 12<sup>th</sup> Grade, Paloma Valley High School
- Caden Peterson, Inspiring Academic, 12<sup>th</sup> Grade, Paloma Valley High School
- Katherine Schneider, Outstanding Citizen, 12<sup>th</sup> Grade, Paloma Valley High School

Community Services Manager Mariana Mitchell introduced Gabbi Cao, new Community Services Supervisor, and Ms. Mitchell provided the Community Services Update.

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

The agenda was approved unanimously (5-0).

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

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

- Gloria Sanchez
- Denise Ramiro
- Samatha Hernandez
- Linda Blanche
- Cynthia Robbins
- Reina Jackson

Correspondence provided to City Council.

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

Councilmember Karwin suggested investigating the possibility of deputizing unarmed volunteers to record/report traffic safety activity resulting in citations.

Reported on the meetings and events he attended.

- Murrieta-Temecula Group meeting at Wilson Creek Winery
- Gale Webb Kids-R-#1 pump track opening
- VFW Veterans Ball
- Mayor's chili cook-off benefitting the Lions Club
- VFW flag retirement ceremony hosted at Miller Jones Mortuary
- Sun City Stompers Veterans Day Celebration and Fundraiser
- Rotary Club Meeting
- Cal Cities meeting at Cheech Marin Center for Chicano Art & Culture

- Paloma Valley High School CIF Round 2 Football Game
- Chamber of Commerce mixer at Motte's Museum
- Public Safety fair
- VFW Veterans Day

Councilmember Liesemeyer shared that Ford Driving Skills for Life program at Fontana Speedway has spots available on December 3 and 4, 2022.

Reported on the meetings and events he attended.

- Western Riverside Council of Governments meeting
- Gale Webb pump track opening

Councilmember Sobek commented about ongoing city efforts for school safety, CPR training, need for safety/traffic education at all levels, and reaching out to Riverside County.

Reported on the meetings and events she attended.

- Gale Webb Kids-R-#1 Action Sports Park opening
- Veterans Day program and Military Banner program

Announced upcoming events: Evening of Gratitude and food drive on November 20<sup>th</sup>, Free Thanksgiving Meals on November 24<sup>th</sup>, and Holland Road overpass ground breaking on December 5<sup>th</sup> at 10:00 AM.

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

- VFW Veterans Ball with Darrell Johnson, WWII Veteran and gunner on B24 bomber
- Student of Month for November
- Boys & Girls Club Gala fundraiser
- Animal Friends of the Valley spay and neuter clinic groundbreaking

Mayor Zimmerman reported on the meetings and events he attended.

- Presented certificate of appreciation to Senator Melissa Melendez at Monteleon Meadows
- Public Safety Fair at Mt. San Jacinto College
- Gale Webb ribbon cutting
- VFW Veterans Ball
- Impact Church 'Serve the City' cleanup and beautification day
- Lions Club chili fundraiser
- Aloha Luau fundraiser for Veterans
- Economic Development Subcommittee assisted Business Development team in hosting site selectors
- Riverside County Transportation Commission
- Chamber of Commerce mixer at Motte's Museum
- Building Industry Association installation dinner; City of Menifee awarded Excellence in Service Award
- Veterans Day event
- Sun City Stompers, honored two Vietnam Veterans with quilts
- Boys & Girls Club Gala
- Eagle Ridge Church Veterans appreciation service

## 9. **APPROVAL OF MINUTES** - None

## 10. CONSENT CALENDAR

Item nos. 10.10, 10.11 and 10.14 were pulled from the Consent Calendar for further discussion.

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

**MOVER:** Dean Deines

**SECONDER:** Matthew Liesemeyer

**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 provide that they be read by title only.

### 10.2 Proclamation

**ACTION**

1. Proclaimed November 2022 Family Court Awareness Month

### 10.3 Warrant Register

**ACTION**

1. Ratified and approved the Voucher List dated 10/21/2022 and the Payroll Register/Other EFTs dated 10/12/2022 and 10/14/2022 which have a total budgetary impact of \$3,016,601.86.

### 10.4 Treasurer's Report – July 2022

**ACTION**

1. Approved the Treasurer's Report for July 2022.

### 10.5 Monthly Public Safety Reports

**ACTION**

1. Received and filed.

### 10.6 Second Reading and Adoption of an Ordinance Relocating Title 8, Chapters 8.02, 8.03, 8.26, and 8.27 and Incorporating the 2022 California Building and Fire Codes into the Menifee Municipal Code

**ACTION**

1. Adopted Ordinance No. 2022-364 to relocate Title 8, Chapters 8.02, 8.03, 8.26, and 8.27 and incorporate the 2022 California Building and Fire Codes into the Menifee Municipal Code.

10.7 2021 Permanent Local Housing Allocation (PLHA) Program Funds

**ACTION**

1. Accepted 2021 Permanent Local Housing Allocation (PLHA) grant funds from the California Department Housing and Community Development (HCD) in the amount of \$391,071 for the Menifee First Time Homebuyer's Down Payment Assistance Program; and
2. Authorized City Manager to execute all necessary agreements, amendments, and related documents to receive the 2021 PHLA grant funds; and
3. Adopted Budget Amendment Resolution No. 22-1255 authorizing an increase in revenue and appropriation of expenditures in the amount of \$391,071 to accounts identified by the Finance Department.

10.8 CalRecycle Edible Food Recovery Grant Award

**ACTION**

1. Accepted the CalRecycle Edible Food Recovery Grant in the amount of \$241,360 and authorized City staff to administer the funded project; and
2. Adopted Budget Amendment Resolution No. 22-1256 authorizing an increase in revenue and appropriation of expenditures in the amount of \$241,360 to a program account as assigned by the Finance Department; and
3. Authorized the City Manager, or his designee, to execute all necessary documents to implement the funded programs.

10.9 Agreements with Pacific Coast Stitch, LLC and Promo Shop, Inc. for Custom Apparel Services

**ACTION**

1. Approved and authorized the City Manager to execute a Professional Services Agreement with Pacific Coast Stitch, LLC for custom apparel services for the remainder of Fiscal Year (FY) 2022/2023 in an amount not-to-exceed \$4,000 for the Community Services Department; and
2. Approved and authorized the City Manager to execute a Professional Services Agreement with Promo Shop, Inc. for custom apparel services for the remainder of FY 2022/2023 in an amount not-to-exceed \$6,000 for the Community Services Department; and
3. Authorized an automatic two one-year renewals for annual services to Pacific Coast Stich, LLC for \$17,500 annually, at the City's discretion, and contingent on availability of the corresponding budget; and
4. Authorized an automatic two one-year renewals for annual services to Promo Shop, Inc. for \$17,500 annually, at the City's discretion, and contingent on availability of the corresponding budget.

10.10 Agreement with Genasys Inc. for an Emergency Mass Notification System

This item was pulled from the Consent Calendar for discussion.

**ACTION**

1. Approved and authorized the City Manager to execute a Software as a Service (SaaS) Agreement with Genasys Inc. for implementation of a new Emergency Mass Notification System for three years extending from Fiscal Year (FY) 2022/2023 through FY 2024/2025 in an amount not-to-exceed \$39,835 per fiscal year; and

2. Adopted Budget Amendment Resolution No. 22-1257 carrying forward program budget from FY 2021/2022 into the FY 2022/2023 Budget in the amount of \$120,000.

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

- 10.11 Deferral of Conditions of Approval and Quimby Agreement Amendment Relating to Public Park Dedication for Quartz Ranch Development

This item was pulled from the Consent Calendar for discussion. For the record, Councilmember Liesemeyer suggested avoiding future deferrals of park improvements.

**ACTION**

1. Adopted Resolution No. 22-1258 to approve the Temporary Deferral of Conditions of Approval for Tract Map Nos. 28786, 28791, 28792, 28793, and 28794, located within Newport Estates Specific Plan encompassing the property along both sides of Evans Road, north side of Holland Road and south of Newport Road, relating to park development timing requirements; and
2. Approved and authorized the City Manager to execute the Second Amendment to the Quimby Park Mitigation Agreement to align park development timing requirements with the amended Conditions of Approval for Tract Map Nos. 28786, 28791, 28792, 28793, and 28794.

**MOVER:** Matthew Liesemeyer

**SECONDER:** Lesa Sobek

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

**NAYS:** None

**RECUSE:** None

- 10.12 Reject all Bids for Murrieta Road Resurfacing and Improvements Project

**ACTION**

1. Authorized the City Manager to reject all bids submitted for the Murrieta Road Resurfacing and Improvements Project, Capital Improvement Project No. CIP 23-07.

- 10.13 Bid Award and Agreement with Hillcrest Contracting Inc. for Construction Services for Menifee Road Resurfacing Project

**ACTION**

1. Awarded bid and authorized the City Manager to execute an Owner-contractor Agreement with Hillcrest Contracting Inc. to perform construction services for the Menifee Road Resurfacing Project, Capital Improvement Project (CIP) No. CIP 22-06, in the amount of \$1,690,663; and

2. Adopted Budget Amendment Resolutions No. 22-1259, SB 1 Fund 201, and No. 22-1260, Quality of Life Fund 105, carrying forward CIP 22-06 Menifee Road Resurfacing Project Budget from Fiscal Year (FY) 2021/2022 into the FY 2022/2023 Budget; and Budget Amendment Resolution No. 22-1261 one BAR appropriating \$80,000 from Gas Tax Fund balance into the project fund (Fund 200).
- 10.14 Bid Award and Agreement with Carter Enterprises Group, Inc., dba Pavement Rehab Company, for Crack Sealing Services for Fiscal Year 2022/2023 Slurry Seal Program Project

This item was pulled from the Consent Calendar for discussion.

**ACTION**

1. Awarded bid and authorized the City Manager to execute an Owner-contractor Agreement with Carter Enterprises Group, Inc., doing business as Pavement Rehab Company, to perform crack seal services for the Fiscal Year 2022/2023 Slurry Seal Program Project, Pavement Management Program (PMP) No. PMP 23-01, in the amount of \$77,390.

**MOVER:** Lesa Sobek

**SECONDER:** Matthew Liesemeyer

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

**NAYS:** None

**RECUSE:** None

- 10.15 Bid Award and Agreement with California Professional Engineering, Inc. for Construction Services for Antelope Road/MSJC Entrance Traffic Signal and Reimbursement Agreement with Mt. San Jacinto College

**ACTION**

1. Awarded bid and authorized the City Manager to execute an owner-contractor agreement with California Professional Engineering, Inc., to perform construction services for Antelope Road/ Mt. San Jacinto College (MSJC) Entrance Traffic Signal, Capital Improvement Project (CIP) No. CIP 22-15, in the amount of \$604,514; and
2. Authorized the City Manager to execute a Reimbursement Agreement between the City of Menifee and MSJC for reimbursement of a portion of costs related to the installation of the new traffic signal; and
3. Adopted Budget Amendment Resolution No. 22-1262 carrying forward project budget (Fund 526) from Fiscal Year (FY) 2021/2022 into the FY 2022/2023; and adopted Budget Amendment Resolution No. 22-1263 BAR appropriating \$228,407 into Capital Project fund (Fund 320).

- 10.16 Final Map, Subdivision Improvement Agreement and Bonds for Tract Map 36658-1, Cimarron Ridge, by Pulte Homes Company, LLC

**ACTION**

1. Approved and authorized the filing of final map 36658-1, Cimarron Ridge, by Pulte Homes Company, LLC, located west of Valley Boulevard between Chambers Avenue and Thornton Avenue; and

2. Approved and authorized the City Manager to execute the Subdivision Improvement Agreement to guarantee completion of required public improvements associated with Tract Map 36658-1.

## 11. PUBLIC HEARING ITEMS

### 11.1 2022 Development Impact Fee Nexus Study and Fee Update

Deputy Finance Director Margarita Cornejo provided a presentation. Mayor Zimmerman opened the public hearing at 7:40 PM. The Acting City Clerk stated the public hearing was legally noticed, one piece of correspondence was provided to the City Council, and there were no public comments. Mayor Zimmerman closed the public hearing at 7:41 PM.

#### **ACTION**

1. Adopted Resolution No. 22-1264 approving an updated schedule of the Development Impact Fees to replace the existing fee schedule and authorize a new fee schedule with an effective date of July 1, 2023, with a phase-in of fees for commercial/retail and office categories; and
2. Authorized the City Manager to implement an annual Construction Cost Index ("CCI") adjustment, as of December of the preceding (calendar) year and made effective for July 1 of each fiscal year, allowing for automatic annual adjustments, including increases and decreases, but not less than 0% during the phase-in period (through Fiscal Year 2027/2028), with the first adjustment effective July 1, 2024.

**MOVER:** Matthew Liesemeyer

**SECONDER:** Lesa Sobek

<b>AYES:</b> Deines, Karwin, Liesemeyer, Sobek, Zimmerman
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<b>NAYS:</b> None
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<b>RECUSE:</b> None
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### 11.2 Re-adoption of the City of Menifee's 6th Cycle, 2021 – 2029 Housing Element Update as Required for State Compliance

Community Development Director Cheryl Kitzerow provided a presentation. Mayor Zimmerman opened the public hearing at 7:48 PM. The Acting City Clerk stated the public hearing was legally noticed, no correspondence was received.

The following speaker provided public comment:

- David Cordero

Mayor Zimmerman closed the public hearing at 7:50 PM.

#### **ACTION**

1. Adopted Resolution No. 22-1265 approving technical and clarifying revisions to the City of Menifee's adopted 6th Cycle, 2021-2029 Housing Element Update as required by the Department of Housing and Community Development (HCD) for compliance with State Housing Element Law.



**MOVER:** Matthew Liesemeyer

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

## **12. DISCUSSION ITEMS**

### **12.1 Street Sweeping Services Update**

Public Works Director Nick Fidler provided a presentation.

#### **ACTION**

1. Received presentation from staff, and by consensus (5-0) provided direction to staff for Option 2 to provide in-house street sweeping services with purchased equipment and return to Council will full proposal.

### **12.2 Neighborhood Street Clean-up Program Update**

Public Works Director Nick Fidler provided a presentation.

#### **ACTION**

1. Received a presentation from staff, and by consensus (5-0) authorized the City Manager to proceed with the proposed Adopt-a-Street Agreement and Adopt-a-Street Program Policies, Rules, and Procedures as key elements of a city-wide Neighborhood Street Clean-up Program.

## **13. CITY ATTORNEY REPORTS - None**

## **14. CITY MANAGER REPORTS**

City Manager Armando Villa proudly shared the City received the prestigious 'Excellence in Service' Award from the Building Industry Association.

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

Councilmember Karwin requested a report regarding legality and feasibility of volunteer traffic enforcement unit with observation, recording and citation ability, seconded by Liesemeyer.

Councilmember Sobek requested a presentation on the results of the Education Summit, and compilation of issues that continue to need addressed, seconded by Karwin.

Mayor Zimmerman requested a future discussion on creation of a business incentive district with identification of preferred business to receive incentives, seconded by Sobek.

**16. ADJOURN**

Mayor Zimmerman adjourned the meeting at 8:37 PM.

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Kay Vinson, MMC  
Acting City Clerk