

City Council Chambers
29844 Haun Road
Menifee, CA 92586



**Menifee City Council
Regular Meeting Minutes**

**Wednesday, December 07, 2022
6:00 PM Regular Meeting**

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

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

MINUTES

1. CALL TO ORDER

Mayor Zimmerman called the meeting to order at 6:01 PM.

2. ROLL CALL

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

3. WORDS OF INSPIRATION

3.1 Pastor Ryan Sharp - Impact Church

4. PLEDGE OF ALLEGIANCE

Michael Knighten led the flag salute.

5. PRESENTATIONS

5.1 Citizen of the Month – Charmaine Summers

Mayor Zimmerman and the City Council presented Charmaine Summers with the Citizen of the Month Certificate.

6. AGENDA APPROVAL OR MODIFICATIONS

The agenda was approved unanimously (5-0).

7. PUBLIC COMMENTS (NON-AGENDA ITEMS)

Linda Blanche and Stephanie Ornelas announced the official traveling Vietnam Veterans replica wall, the Wall that Heals, will be coming to Menifee in April.

8. COUNCILMEMBER UPDATES AND COMMENTS

Councilmember Karwin reported on the meetings and events he attended.

- Menifee Chamber of Commerce turkey drive fundraiser at the Community Cupboard
- Ready Set Game ribbon cutting

- Lions Club Thanksgiving meal service at Kay Cenicerros Senior Center
- Vanity Fur Mobile Dog Grooming ribbon cutting
- Fire Station 5 groundbreaking in Quail Valley
- Christmas Tree Lighting and Winter Fest
- Holland Road overpass ground breaking ceremony
- Student of the Month event

Councilmember Liesemeyer reported on the meeting he attended.

- Western Riverside Council of Governments meeting

Councilmember Sobek reported on the meetings and events she attended.

- Annual Homebuilders Appreciation Lunch; Congratulations to Meritage Home Builders
- Riverside County Community Action Commission Meeting
- Southwest Womens Electeds tour of Cal State San Marcos
- Quail Valley Fire Station 5 groundbreaking
- Menifee Christmas Tree Lighting
- I-215 Holland Road overpass groundbreaking
- Acknowledged Pearl Harbor Remembrance Day
- Western Riverside County Regional Conservation Authority
- Group Strategic Plan meeting

Mayor Pro Tem Deines reported on the meeting he attended.

- Riverside Transit Agency Board of Directors

Mayor Zimmerman reported on the meetings and events he attended.

- Annual Homebuilders Appreciation Lunch
- Chamber of Commerce Mixer, turkey drive at the Community Cupboard
- Ribbon cutting for Ready Set Game
- Then and Now photo slide show for Historical Association
- City Trot for a Cause at Central Park
- Interfaith Council Evening of Gratitude at LDS Church
- Western Riverside County Projects and Programs Committee, subcommittee of Riverside County Transportation Commission
- Virtual chat with City Manager
- Fire Station 5 ground breaking
- Menifee Christmas Tree Lighting
- Holland Road overpass groundbreaking
- Chamber of Commerce Wake Up at Cherry Hills Country Club
- Announced State of County at Morongo Casino on December 8
- Attending Mt. San Jacinto College Temecula campus dedication ceremony on December 8
- Announced Menorah Lighting at 4:30 PM on December 19 at Central Park

9. APPROVAL OF MINUTES

- 9.1 October 5, 2022 Special Minutes
- 9.2 October 5, 2022 Minutes
- 9.3 October 19, 2022 Special Minutes

- 9.4 October 19, 2022 Minutes
- 9.5 November 2, 2022 Minutes
- 9.6 November 16, 2022 Minutes

The minutes were approved with spelling correction on page 2 of the October 5, 2022 Regular Minutes as distributed to City Council.

<p>AYES: Deines, Karwin, Liesemeyer, Sobek*, Zimmerman NAYS: None RECUSE: None ABSTAIN: Sobek* from the November 2, 2022 Minutes due to absence</p>

10. CONSENT CALENDAR

No public comments were received.

Item nos. 10.8, 10.17, 10.18 and 10.19 were pulled from the Consent Calendar for further discussion.

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

MOVER: Bob Karwin
SECONDER: Lesa Sobek

<p>AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman NAYS: None RECUSE: None</p>
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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 11/03/2022 and the Payroll Register/Other EFTs dated 10/25/2022, 10/27/2022, 10/28/2022, 11/02/2022, 11/03/2022, 11/09/2022, and 11/10/2022 and the Void Check Listing PE 10/31/2022 which have a total budgetary impact of \$3,994,469.18.

10.3 Treasurer's Report - August 2022

ACTION

1. Approved the Treasurer's Report as of August 31, 2022

10.4 Monthly Public Safety Reports

ACTION

1. Received and filed.

10.5 Office of Traffic Safety Selective Traffic Enforcement Program Grant

ACTION

1. Accepted the grant funds from the Office of Traffic Safety Selective Traffic Enforcement Program Grant for the Menifee Police Department; and
2. Adopted Resolution No. 22-1266 approving an increase in revenue and appropriation of expenditures in the amount of \$109,000 to a project account as assigned by the Finance Department; and
3. Authorized the City Manager, or his designee, to execute all necessary documents to implement the Office of Traffic Safety Selective Traffic Enforcement Program Grant purchases.

10.6 Resolution to Approve the Application for Grant Funds for the Urban Greening Program for Sun City Park

ACTION

1. Adopted Resolution No. 22-1267 authorizing the City of Menifee to approve the application for grant funds for the Urban Greening Program for Sun City Park; and
2. Approved and authorized the City Manager, or his designee, to execute all necessary agreements and other grant related documents thereof to the California Natural Resources Agency.

10.7 Authority to Resolve Field Claims for Department Directors

ACTION

1. Adopted Resolution No. 22-1268 delegating Department Directors and/or their designee the authority to resolve field claims of \$500 or less; and
2. Authorized the City Manager, or his designee, to execute all necessary documents to implement the field claims procedure.

10.8 Budget Carryovers to Fiscal Year 2022/23

This item was pulled from the Consent Calendar for discussion.

Chief Financial Officer Regina Funderburk and Deputy Finance Director Margarita Cornejo provided a presentation.

ACTION

1. Approved Budget Amendment Resolution No. 22-1269 for the balance of budget carryovers, as of June 30, 2022, for all ongoing operating requests, ongoing grants, and capital improvement program (CIP) budget to Fiscal Year 2022/23.

MOVER: Lesa Sobek

SECONDER: Bill Zimmerman

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

10.9 Fiscal Year 2022/2023 Developer Funded CEQA Consultant Budget Amendment Resolution and Update

ACTION

1. Adopted Budget Amendment Resolution No. 22-1270 appropriating \$2,500,000 in expenditures to Account #100-4330-52846 (Professional Services – Recoverable (CEQA)) and \$2,500,000 to Account# 100-3425 (CEQA Review Revenue) for Fiscal Year 2022/2023.

10.10 Holland Road/I-215 Overcrossing Environmental Mitigation Credit Payment

ACTION

1. Authorized the City Manager to execute necessary documents and issue payment in an amount not to exceed \$300,000 to an environmental mitigation bank to purchase environmental mitigation credits for the Holland Road / I-215 Overcrossing Project (CIP) No. 13-03.

10.11 Agreement with B Riley Advisory Services for Business Continuity & Disaster Recovery Plan (Information Systems) Development and Production

ACTION

1. Approved and authorized the City Manager to execute a professional services agreement with B Riley Advisory Services for the development and production of a Business Continuity and Disaster Recovery Plan in an amount not-to-exceed \$139,500.

10.12 Lease Extension with Canon Financial Services Inc

ACTION

1. Approved and authorized the City Manager to execute a six-month extension and issue Purchase Order (PO) to the existing Canon Financial Services Inc. (Canon) lease agreement for copiers and printers through June 30, 2023.

10.13 Street Sweeping Equipment Lease Extension and Equipment Purchase

ACTION

1. Authorized the City Manager to exercise the option to continue to lease street sweeping equipment from Kellar Equipment on a month-to-month basis per the existing lease agreement and beginning January 1, 2023; and
2. Approved the purchase of a used 2016 TYMCO 600 Series CNG Street Sweeper in an amount not-to-exceed \$246,687.50 including taxes, title transfer fees and delivery, and
3. Authorized the City Manager to issue a purchase order in support of the purchase; and
4. Authorized the purchase of this equipment pursuant to City of Menifee Municipal Code Section 3.12.070 A (4), waiving formal bidding requirements under the Purchasing Officer's determination that due to the nature of the equipment, formal bidding is not likely to result in a lower price; and
5. Approved Budget Adjustment Resolution No. 22-1271 appropriating \$250,000 from General Facilities Development Impact Fee Fund 524 available fund balance to Account 524-4550-53155 for the purchase of the street sweeping equipment and payment of any title transfer fees.

10.14 Sky Technologies Change Order No. 2

ACTION

1. Approved Change Order No. 2 for the owner contractor agreement with Sky Technology Solutions increasing the contract amount by \$11,912.85 for a revised total amount of \$34,562.93.
- 10.15 Agreement Amendment Extending Terms with Gary F. Hoyt Landscape Architecture, Inc. for Architectural Landscape Services for the New Quail Valley Fire Station No. 5 Project

ACTION

1. Approved and authorized the City Manager to execute Amendment No. 1 to Agreement with Gary F. Hoyt Landscape Architecture, Inc. to perform Plan Review and Inspection Support Services for the New Quail Valley Fire Station No. 5 Project, extending the terms of service through June 30, 2024.
- 10.16 Purchase Order with GHA Technologies, Inc. for HPE Servers, Network Switches, and Nimble Storage Appliance Upgrades

ACTION

1. Approved and authorized the City Manager to issue a purchase order to GHA Technologies, Inc. in the amount of \$202,490.50, including tax and delivery, for the purchase of HPE servers, network switches, and a Nimble Storage expansion; and
 2. 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 NCPA Contract no. 01-96; and
 3. Authorized the City Manager to execute the required documents and approve any future change orders due to limited availability, or unavailability of equipment.
- 10.17 Public Works Fiscal Year 2022/23 Vehicle and Equipment Purchases

This item was pulled from the Consent Calendar for discussion.

Public Works Director Nick Fidler responded to Council questions.

ACTION

1. Approved the purchase of a Ford F-150 from National Auto Fleet Group in the not-to-exceed amount of \$41,802 including taxes and delivery; and
2. Approved the purchase of a light tower from Multiquip in the not-to-exceed amount of \$11,223 including taxes and delivery; and
3. Approved the purchase of an excavator from Quinn Caterpillar in the not-to-exceed amount of \$78,627 including taxes and delivery; and
4. Authorized the three purchases listed above as cooperative purchases under Municipal Code Section 3.12.070(6) through Sourcewell Agreements #091521-NAF, 041719-MTQ, 062320-CAT as allowed under the Menifee municipal code; and
5. Authorized the City Manager to execute the required documents and the Finance Department to issue corresponding purchase orders for the vehicle and equipment purchases.

MOVER: Matthew Liesemeyer

SECONDER: Dean Deines

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

- 10.18 Fiscal Year 2022/23 On-Call Professional Services Agreement with IK Consulting for Accela, Inc. Software Consulting Services

This item was pulled from the Consent Calendar for discussion.

IT Director Ron Puccinelli responded to Council questions.

ACTION:

1. Approved and authorized the City Manager to execute a professional services agreement for fiscal year 2022/23 with IK Consulting (IKC) for on-call technical support and training services in the amount not to exceed \$138,310; and
2. Authorized the City Manager to approve two optional one-year renewals for as-needed technical support and training to IKC for \$37,700 per year for fiscal years 2023/24, and 2024/25 at the City's discretion; and
3. Authorized the City Manager to amend the 2022/23 Professional Services Agreement and future years amendments, up to \$100,000 contingent on budget availability for software upgrades to support the system.

MOVER: Matthew Liesemeyer

SECONDER: Lesa Sobek

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

- 10.19 Gale Webb, Kids-R-#1 Action Sports Park Notice of Completion (CIP 17-01)

This item was pulled from the Consent Calendar for discussion.

Community Services Director Jonathan Nicks received Councilmember Liesemeyer comment about need for increased lighting.

ACTION

1. Accepted the improvements for Capital Improvement Project (CIP) No. 17-01, Gale Webb, Kids-R-#1, Action Sports Park located at 26533 Craig Avenue; and
2. Authorized the City Clerk's Office to file the Notice of Completion with the Riverside County Recorder's Office.

MOVER: Matthew Liesemeyer

SECONDER: Lesa Sobek

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

- 10.20 Final Map for Parcel Map 38324, by Chick-Fil-A, a Georgia Corporation.

ACTION

1. Approved and authorized the filing of parcel map 38324, located at the southwest quadrant of the intersection of Haun Road and New Hub Drive.

- 10.21 Subdivision Improvement Agreement and Bonds for Tract 32628, Adler Ranch, by FPG Tricon Menifee Property, LLC.

ACTION

1. Approved and authorized the City Manager to execute the Subdivision Improvement Agreement to guarantee completion of street, water and drainage improvements associated with Tract Map ("TM") 32628, located at the southeast corner of the intersection of Antelope Road and Craig Avenue.

- 10.22 Landscape Improvement Agreement and Bond for Tract Map 32628, Adler Ranch, by FPG Tricon Menifee Property, LLC.

ACTION

1. Approved and authorized the City Manager to execute a Landscape Improvement Agreement to guarantee the completion of required landscape improvements associated with Tract 32628, located at the southeast corner of the intersection of Antelope Road and Craig Avenue.

- 10.23 Landscape Improvement Agreement and Bond for Tract Map 36852, Del Oro South, by Forestar (USA) Real Estate Group, Inc.

ACTION

1. Approved and authorized the City Manager to execute a Landscape Improvement Agreement to guarantee the completion of required landscape improvements associated with Tract 36852, located south of Holland Road and east of Hanover Lane.

- 10.24 Landscape Improvement Agreement and Bond for Tract Map 37400, Sagewood, by D.R. Horton Los Angeles Holding Company, Inc.

ACTION

1. Approved and authorized the City Manager to execute a Landscape Improvement Agreement to guarantee the completion of required landscape improvements associated with Tract 37400, located south of McLaughlin Road and west of Barnett Road.

11. PUBLIC HEARING ITEMS

- 11.1 Introduction and First Reading of an Ordinance Amending Title 14, to include Chapter 14.02 – Public Street Excavation Moratorium

City Engineer Daniel Padilla provided a presentation, and Public Works Director Nick Fidler responded to questions.

Mayor Zimmerman opened the public hearing at 7:13 PM. The Acting City Clerk stated the public hearing was legally noticed, one piece of correspondence was received and provided to the City Council, and there were no public comments.

Mayor Zimmerman closed the public hearing at 7:15 PM.

ACTION

1. Continued the public hearing to January 18, 2023 at 6:00 PM or as soon as possible thereafter.

MOVER: Lesa Sobek

SECONDER: Matthew Liesemeyer

AYES: Deines, Karwin, Liesemeyer, Sobek, Zimmerman

NAYS: None

RECUSE: None

12. DISCUSSION ITEMS - NONE

13. CITY ATTORNEY REPORTS - None

14. CITY MANAGER REPORTS

City Manager Armando Villa announced that Menifee has been ranked as the Seventh Top Boomtown in America.

15. FUTURE AGENDA REQUESTS FROM COUNCIL MEMBERS

None added.

16. ADJOURN

Mayor Zimmerman adjourned the meeting at 7:28 PM.

Kay Vinson
Acting City Clerk