

City Council Chambers  
29844 Haun Road  
Menifee, CA 92586

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



**Menifee City Council  
Special Meeting Minutes**

**Thursday, December 15, 2022  
6:00 PM Special Meeting**

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

**MINUTES**

---

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

**1. CALL TO ORDER**

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

Mayor Zimmerman called a Moment of Silence for Liberty High School student, Clarissa Lewis, who passed away in a car accident Sunday night and for the other passengers in the vehicle who were injured.

**2. ROLL CALL**

**Present:** Dean Deines, Bob Karwin, Matthew Liesemeyer, Lesa Sobek, Bill Zimmerman

**Absent:** None

**3. PLEDGE OF ALLEGIANCE**

Kurt Wilson, Executive Director, Western Riverside Council of Governments, led the flag salute.

**4. AGENDA APPROVAL OR MODIFICATIONS**

The agenda was approved unanimously (5-0) with no modifications.

**5. ELECTION CERTIFICATION AND CITY COUNCIL REORGANIZATION**

**5.1 2022 General Municipal Election Results**

Acting City Clerk Kay Vinson provided a presentation.

**ACTION**

1. Adopted Resolution No. 22-1272 declaring the results of the November 8, 2022 General Municipal Election and reciting such other matters as provided by law.

**MOVER:** Matthew Liesemeyer

**SECONDER:** Lesa Sobek

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

**NAYS:** None

**RECUSE:** None

5.2 Presentations

The following presentations were made to Matthew Liesemeyer:

- Chuck Washington, Riverside County District 3 Supervisor, presented a Certificate.
- Crystal Ruiz, Chair, and Kurt Wilson, Executive Director, Western Riverside Council of Governments, presented a Certificate.
- The City Council presented a Proclamation declaring December 15, 2022 as “Matthew Liesemeyer” Day in Menifee. Councilmembers expressed their individual appreciation.
- Assistant City Manager Rochelle Clayton presented a Menifee street sign “Liesemeyer Lane” and “Matt’s Way.” A flower bouquet was presented to Mrs. Liesemeyer.
- A video summary of Matthew Liesemeyer’s service from 2014-2022 was shown.

Public comments:

- Ron Sullivan thanked Matthew Liesemeyer for 12 years of service to the City.
- Marion Ashley thanked Matthew Liesemeyer for service on the Planning Commission, City Council, County Agency and spearheading formation of the Menifee Police Department.

5.3 Privilege of the Floor Extended to Outgoing Councilmember, Matthew Liesemeyer

Matthew Liesemeyer thanked Council colleagues and staff for support; congratulated Ricky Estrada, District 2 Councilmember, on his election; stated it has been an honor and privilege to serve the community, and he acknowledged his wife, daughter and mother in the audience.

5.4 Presentation of Certificates of Election and Oath of Office

Acting City Clerk Kay Vinson administered the Oath of Office to Ricky Estrada as District 2 Councilmember, and presented him with a Certificate of Election.

Acting City Clerk Kay Vinson administered the Oath of Office to Dean Deines as District 4 Councilmember, and presented him with a Certificate of Election.

5.5 Recess for Reorganization

City Council recessed at 6:35 PM to allow for reorganization and reconvened at 6:46 PM.

5.6 Roll Call of Seated City Council

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

**Absent:** None

5.7 Privilege of the Floor Extended to Incoming District 2 Councilmember Ricky Estrada, and District 4 Councilmember Dean Deines

Ricky Estrada, District 2 Councilmember, commented on truth, transparency and truth in representation; issues he will focus on; accepted the Menifee Pledge not to accept campaign contributions from developers or contractors; thanked City Council and staff; and dedicated his election to the people.

Dean Deines, District 4 Councilmember, commented on changes in the last four years, thanked his colleagues and is looking forward to the future with the City's best interests in mind.

5.8 Selection of Mayor Pro Tem

Mayor Zimmerman explained the position of Mayor Pro Tem has traditionally been rotated annually through the Councilmembers. He thanked Councilmember Deines for his service the past year. Based on the rotation, Mayor Zimmerman nominated Bob Karwin as Mayor Pro Tem. There being no additional nominations, nominations were closed.

**ACTION:**

1. Appointed Bob Karwin, District 1 Councilmember, the Mayor Pro Tem for the 2023 term.

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

5.9 2023 Appointments to Regional Boards and Commissions

Assistant to the City Manager Rebekah Kramer provided a presentation.

Both Mayor Pro Tem Karwin and Councilmember Estrada expressed interest in serving on the Economic Development Ad Hoc Committee. Mayor Zimmerman selected Mayor Pro Tem Karwin, and noted appointments are annual.

**ACTION**

1. Discussed and appointed City Council representatives to Regional Boards and Commissions and other appointments by Mayor Zimmerman as below and ratified by the City Council as required by City Council Policy No. 2.

2. Amended City Council Policy No. 2, City Council Standing Committees, Regional Boards and Regional Commissions – Assignments and Reporting to reflect the addition of the City & School Districts Committee and the dissolution of the Public Safety Committee.

**2023 City Council Standing and Ad Hoc Committees,  
Regional Boards and Regional Commissions Roster**

<b>Agency/Board</b>	<b>Meeting dates and times</b>	<b>Representative(s) or Board Member(s)</b>	<b>Alternate</b>
Riverside County Transportation Commission (RCTC)	2 <sup>nd</sup> Wednesday of each month 9:30 a.m.	Zimmerman	Deines
<ul style="list-style-type: none"> <li>Western Riverside Co. Programs &amp; Projects Committee</li> </ul>	4 <sup>th</sup> Monday of each month 1:30 p.m.	Zimmerman	Deines
Western Riverside Council of Governments (WRCOG) and WRCOG TUMF Program Zone Committee	1 <sup>st</sup> Monday of each month 2:00 p.m.	Karwin	Sobek
Western Riverside Regional Conservation Authority (WRCRCA)	1 <sup>st</sup> Monday of each month 12:30 p.m.	Sobek	Estrada
Riverside County Habitat Conservation Agency (RCHCA)	3 <sup>rd</sup> Thursday, various months 11:30 a.m.	Sobek	Estrada
Riverside Transit Agency (RTA)	4 <sup>th</sup> Thursday of each month 2:00 p.m.	Deines	Karwin
Southern California Association of Governments (SCAG)	Annual General Assembly (May)	Estrada	Deines
Menifee Global Medical Center Advisory Board	As Needed	Deines	Zimmerman
Loma Linda Hospital Advisory Board	Monthly - Wednesdays (dates TBD) 12:00 p.m.	Sobek	Deines
Menifee Chamber of Commerce	4 <sup>th</sup> Thursday of each month 8:30 a.m.	Zimmerman	Karwin
Southwest Communities Financing Authority (Animal Friends of the Valley)	Biannual - 1 <sup>st</sup> Thursday of May/October 2:00 p.m.	Deines	Sobek

<b>Council Standing Committees</b>	<b>Meeting Dates and Times</b>	<b>Members</b>
Finance Committee	As needed	Deines, Sobek
City & School Districts Committee	Annual – Prior to start of new school year	Sobek, Karwin

<b>Council Ad Hoc Committee</b>	<b>Purpose</b>	<b>Members</b>
Economic Development Ad Hoc Committee	Review and provide guidance to Economic Development Department on key projects/initiatives as needed for the year	Zimmerman, 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	Zimmerman, Sobek
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	Zimmerman, Deines

**MOVER:** Dean Deines

**SECONDER:** Lesa Sobek

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

**NAYS:** Estrada

**RECUSE:** None

## 6. ADJOURN

Mayor Zimmerman adjourned the meeting at 7:05 PM

---

Kay Vinson, MMC  
Acting City Clerk