

City Council Chambers  
29844 Haun Road  
Menifee, CA 92586



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

## **MINUTES**

### **Menifee City Council Regular Meeting Minutes**

Wednesday, February 15, 2023  
5:00 PM Closed Session  
6:00 PM Regular Meeting

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

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### **CLOSED SESSION (5:00 PM)**

Mayor Zimmerman called the meeting to order at 5:01 PM. Present were Councilmembers Deines, Estrada, Sobek, Mayor Pro Tem Karwin, and Mayor Zimmerman. Public comment via email was received for Closed Session item #1 and was provided to the City Council. At 5:02 PM, the City Council recessed to closed session for the purposes below.

1. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957); Title: City Attorney
2. Conference with Legal Counsel – Existing Litigation (Pursuant to Government Code Section 54956.9(d)(1)): one case  
City of Menifee vs. City of Perris, et al, Riverside County Superior Court Case No. CVR12200340

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

#### **1. CALL TO ORDER**

Mayor Zimmerman called the regular meeting to order at 6:02 PM.

There were no reportable actions from Closed Session.

#### **2. ROLL CALL**

**Present:** Dean Deines, Bob Karwin, Lesa Sobek, Bill Zimmerman, Ricky Estrada  
**Absent:** None.

#### **3. WORDS OF INSPIRATION**

3.1 Pastor Grace Manuel-Obot - Unity Beth Nathanael Church

#### **4. PLEDGE OF ALLEGIANCE**

Bruce Atwood, Senior Advisory Committee Member, led the flag salute.

## **5. PRESENTATIONS**

- 5.1 Recognition of Parks, Recreation and Trails Commission outgoing member Thomas Giedroyce

The City Council presented Thomas Giedroyce with a Certificate of Recognition.

- 5.2 Citizen of the Month – Anne-Marie Novack

The City Council presented Anne-Marie Novack with the Citizen of the Month Award.

- 5.3 Business Spotlight – Barons Market

The City Council presented Menifee Store Manager Cheri Zamora and Assistant Manager Araceli Ponce of Barons Market, with a certificate and provided a promotional video.

- 5.4 Community Services Update

Staff provided a presentation.

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

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

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

Public Comment via email was received and provided to the City Council.

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

- Adam Eventov
- Gillian Larson
- Stephanie Ornales

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

Councilmember Deines reported out on the meetings and events he attended:

- Finance Committee

Councilmember Estrada reported out on the meetings and events he attended:

- Cal Cities New Mayor and Councilmember Academy

Councilmember Sobek reported out on the meetings and events she attended:

- You Matter Collaboration
- Western Riverside County Regional Conservation Authority meeting
- Menifee Interfaith and Community Service Council meeting
- Menifee's Better Together and Earth Day – April 22, 2023
- Riverside County Habitat Conservation Agency meeting
- Finance Committee

- Boys & Girls Club

Mayor Pro Tem Karwin reported out on the meetings and events he attended:

- Cal Cities New Mayor and Councilmember Academy
- Western Riverside Council of Governments Executive Committee meeting
- Chamber of Commerce event – Wake Up Menifee
- February's Student of the Month at Sizzler

Mayor Zimmerman reported out on the meetings and events he attended:

- Riverside County Transportation Commission (RCTC) 2-day Workshop
- Menifee Interfaith and Community Service Council meeting
- RCTC regular meeting
- Speaker at Rotary Club
- Opening Day Ceremony for Girls Softball
- Community Partners meeting
- Cal Cities' Mayors virtual meeting
- Motte Family Museum – 10 Year Anniversary Open House

## 9. APPROVAL OF MINUTES

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

- 9.1 January 10, 2023 Special Minutes
- 9.2 January 18, 2023 Minutes

## 10. CONSENT CALENDAR

The City Council requested to pull item nos. 10.10 and 10.13. The balance of the Consent Calendar was approved by the following vote:

**MOVER:** Bob Karwin

**SECONDER:** Dean Deines

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

**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 01/12/2023 and 01/20/2023, and the Payroll Register/Other EFTs dated 01/10/2022, 01/11/2023, 01/20/2023, and 01/24/2023 which have a total budgetary impact of \$3,258,866.65.

10.3 Treasurer's Report – November 2022

**ACTION**

1. Received and filed the Treasurer's Report as of November 30, 2022.

10.4 Treasurer's Report – December 2022

**ACTION**

1. Received and filed the Treasurer's Report as of December 31, 2022.

10.5 Monthly Public Safety Reports

**ACTION**

1. Received and filed.

10.6 2022 Justice Assistance Grant (JAG) Award for the Menifee Police Department

**ACTION**

1. Accepted the Fiscal Year 2022/2023 Justice Assistance Grant in the amount of \$10,098; and
2. Adopted a Budget Adjustment Resolution No. 23-1280 appropriating \$10,098 in revenue and expenditures, for Police Department; and
3. Authorized the City Manager or his designee to execute all necessary agreements and other grant-related documents thereof to receive the 2022 Justice Assistance Grant.

10.7 Resolutions of Intention to Form and Incur Bonded Indebtedness for Facilities CFD No. 2023-1 (Rockport Ranch)

**ACTION**

1. Adopted Resolution No. 23-1281 of Intention to establish Community Facilities District No. 2023-1 (Rockport Ranch) of the City of Menifee, located on the southwest corner of Newport Road and Briggs Road, to authorize the levy of a special tax to pay the costs of acquiring or constructing certain facilities and to pay debt service on bonded indebtedness; and
2. Adopted Resolution of Intention No. 23-1282 to incur bonded indebtedness in an amount not- to-exceed \$23,000,000 within proposed Community Facilities District No. 2023- 1 (Rockport Ranch) of the City of Menifee.

10.8 Resolution of Intention for Annexation No. 18, Rockport Ranch into CFD 2017-1 (Maintenance Services)

**ACTION**

1. Accepted the Petition of AG EHC II (LEN) CA 1, LP, TR 37131 located at the southwest corner of Old Newport Road and Briggs Road to annex into Community Facilities District No. 2017-1 (Maintenance Services) (CFD No. 2017-1) as Annexation Area No. 18; and
2. Adopted Resolution of Intention No. 23-1283 to add Annexation Area No. 18

into CFD No. 2017-1, to authorize the levy of special tax therein to finance certain maintenance services, and to set a public hearing for April 5, 2023.

- 10.9 Holland Road / I-215 Overcrossing Environmental Mitigation Credit Payment Increase to Comply with Regulatory Requirements

**ACTION**

1. Authorized the City Manager to execute necessary documents and increase authority to issue payment in a total amount not-to-exceed \$600,000 to Soquel Canyon Mitigation Bank for the purchase of environmental mitigation credits for the Holland Road / I-215 Overcrossing Project.

- 10.10 Agreement with K&A Engineering, Inc. for Design Services for the Goetz Road/Vista Way Traffic Signal Project

This item was pulled for further discussion. Public Works Director Nick Fidler provided a presentation.

**ACTION**

1. Approved and authorized the City Manager to execute a Professional Services Agreement with K&A Engineering, Inc. for civil design services for the Goetz Road/Vista Way Traffic Signal Project, Capital Improvement Project (CIP) No. 23-02 in an amount not-to-exceed \$117,094.

**MOVER:** Ricky Estrada

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

- 10.11 Consultant Services Agreement with PlaceWorks for Housing Studies

**ACTION**

1. Approved a Professional Services Agreement with PlaceWorks for professional services to prepare a Housing Market Impact Study and an Inclusionary Housing Feasibility Study in the not-to-exceed amount of \$84,988.

- 10.12 Approve a License Agreement with Mt. San Jacinto Community College District for Mutual PEG Channel Content Sharing and Broadcast.

**ACTION**

1. Approved a License Agreement with Mt. San Jacinto Community College District for mutual PEG channel content sharing and broadcast; and
2. Authorized the City Manager to execute implementing agreements with Mt. San Jacinto Community College District as necessary to implement Council direction.

10.13 City Manager's Annual Performance Report for 2022

This item was pulled for further discussion. City Manager Armando G. Villa provided a presentation.

**ACTION**

1. Received and filed report.

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

**11. PUBLIC HEARING ITEMS**

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

**ACTION**

1. Continued the public hearing to introduce an ordinance amending Title 14 of the City of Menifee Municipal code to include Chapter 14.02 entitled Public Street Excavation Moratorium implementing a public street excavation moratorium for all new, reconstructed, and resurfaced streets, to a date uncertain.

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

11.2 Mobile Home Park Rent Stabilization Ordinance

Management Analyst Molly Binnall provided a presentation.

Mayor Zimmerman opened the public hearing at 7:27 PM. The Acting City Clerk stated the public hearing was legally noticed and several correspondences were received and provided to the City Council.

The following speakers addressed the City Council regarding this item:

- William Seaton
- Gayle McCracken
- Melody Alberts
- Julie Paule

Staff responded to questions from City Council. Mayor Zimmerman closed the

public hearing at 7:40 PM.

Mayor Zimmerman reopened the public hearing at 7:49 PM.

The following speaker addressed the City Council regarding this item:

- William Seaton

Mayor Zimmerman closed the public hearing at 7:50 PM. The Acting City Clerk introduced the ordinance by title.

**ACTION**

1. Repealed and replaced Ordinance No. 760, as amended; and
2. Introduced an Ordinance amending the Menifee Municipal Code to include Chapter 5.80 "Mobile Home Park Rent Stabilization."

**MOVER:** Bob Karwin

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

**12. DISCUSSION ITEMS**

- 12.1 Annual Comprehensive Financial Report (ACFR) for Fiscal Year End June 30, 2022

Finance Manager Ann-Marie Etienne provided a presentation. Evelyn Moretin-Barcena, Auditor Manager with Rogers, Anderson, Malody & Scott, LLP reviewed the Independent Auditor's Report.

**ACTION**

1. Received and filed the Annual Comprehensive Financial Report (ACFR) and other audit reports for the fiscal year end June 30, 2022.

**MOVER:** Lesa Sobek

**SECONDER:** Dean Deines

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

**NAYS:** None

**RECUSE:** None

- 12.2 Award Enterprise Resource Planning (ERP) Financial Management Software Solution (MUNIS) Contract

Deputy Finance Director Margarita Cornejo and Chief Information Officer Ron Puccinelli provided a presentation.

**ACTION**

1. Incorporated ERP Project Implementation as CIP 23-14 within the current Fiscal Year (FY) 2022/2023 CIP Program; and
2. Awarded and authorized the City Manager to execute a Software as a Services (SaaS) Agreement with Tyler Technologies, Inc. for a comprehensive

Enterprise Resource Planning (ERP) Financial Management Software Solution (MUNIS) for FY 2022/2023, in the amount not-to-exceed \$947,867; from DIF Citywide Account No. 524-4220-53155; and

3. Authorized the City Manager to execute nine optional one-year amendments for FYs 2023/2024 thru 2031/2032; and
4. Approved award of Professional Services Agreement with Third Stage Consulting for as needed Project Management support services related to the ERP Implementation Project in the amount not-to-exceed \$550,000; and
5. Adopted a Budget Amendment Resolution No. 23-1284 appropriating \$91,667 to the IT Fund (Fund 110) to Account 110-4555-58168 (Professional Services) for FY 2022/2023 professional consulting services with Third Stage Consulting.

**MOVER:** Dean Deines

**SECONDER:** Lesa Sobek

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

**NAYS:** None

**RECUSE:** None

### **13. CITY ATTORNEY REPORTS**

None.

### **14. CITY MANAGER REPORTS**

None.

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

Councilmember Estrada requested a report on Quail Valley CSA 86.

### **16. ADJOURN**

Mayor Zimmerman adjourned the meeting at 8:58 PM.

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Kay Vinson, Acting City Clerk