

**CITY OF MURRIETA  
1 TOWN SQUARE  
MURRIETA, CA**



**Tuesday, December 5, 2023  
4:00 PM CLOSED SESSION  
5:00 PM WORKSHOP  
6:00 PM REGULAR MEETING  
MINUTES**

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**Lisa DeForest  
Mayor**

**Lori Stone  
Mayor Pro Tem**

**Cindy Warren  
Council Member**

**Jon Levell  
Council Member**

**Ron Holliday  
Council Member**

**Kim Summers, City Manager  
Tiffany Israel, City Attorney  
Cristal McDonald, City Clerk**

**MURRIETA CITY COUNCIL (CC)  
MURRIETA COMMUNITY SERVICES DISTRICT (CSD)  
MURRIETA FIRE DISTRICT (FD)  
MURRIETA LIBRARY BOARD (LB)  
MURRIETA REDEVELOPMENT SUCCESSOR AGENCY (RSA)  
MURRIETA HOUSING AUTHORITY (HA)  
MURRIETA FINANCING AUTHORITY (FA)**

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**4:00 PM CLOSED SESSION**

**CALL TO ORDER 4:42 PM**

**ROLL CALL**

Present: Council Member Cindy Warren  
Council Member Jon Levell  
Council Member Ron Holliday  
Mayor Lisa DeForest

Absent: Mayor Pro Tem Stone (*Arrived at 4:44 p.m.*)

**PUBLIC COMMENTS - CLOSED SESSION ITEMS ONLY** None

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

City Clerk Cristal McDonald announced the following Closed Session item and noted only one case will be heard during the Closed Session:

CS1. Conference with Legal Counsel – Anticipated Litigation  
The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(2) because there is a significant exposure to litigation in two cases.

**RECESS TO CLOSED SESSION 4:43 PM**

**5:00 PM WORKSHOP**

**CALL TO ORDER 5:10 PM**

**ROLL CALL**

Present: Council Member Cindy Warren  
Council Member Jon Levell  
Council Member Ron Holliday  
Mayor Pro Tem Stone  
Mayor Lisa DeForest

Absent: None

**WS1. Community Facilities District Workshop**

Staff report and PowerPoint presentation provided by Assistant City Manager Ivan Holler, Finance Director Javier Carcamo, City Consultant Shane Spicer with Spicer Consulting, City Consultant Brian Forbath with Stradling Yocca Carlson & Rauth.

Police Chief Anthony Conrad and Fire Chief Bernard Molloy, were available for questions from the City Council.

Public Comments:

- Kassen Klein: Spoke about changing his initial opposition status to now being in favor of the Community Facilities District (CFD) due to the information presented this evening.
- Alan Long: Spoke in favor of CFDs as a way to address the deficit in public safety, commended staff and the Council for having an innovative way to increase public safety without increasing taxes and fees.
- Dan Leigh: Representing Corman Leigh, he provided a handout on the impact of CFD financing and spoke on real-life examples of how CFDs work in development projects.

Action:

Receive and file.

**RECESS TIME:** 6:30 PM

**6:00 PM REGULAR MEETING**

**CALL TO ORDER TIME:** 6:31 PM

**ROLL CALL**

Present: Council Member Cindy Warren  
Council Member Jon Levell  
Council Member Ron Holliday  
Mayor Pro Tem Lori Stone  
Mayor Lisa DeForest

Absent: None

**ANNOUNCEMENT OF CLOSED SESSION ACTION**

City Attorney Tiffany Israel: No reportable action on Closed Session Item No. CS1.

**PLEDGE OF ALLEGIANCE** Boy Scouts Troop No. 318

**INVOCATION** Pastor Todd Harvey, Calvary Sunrise Church

**PRESENTATIONS**

Certificates of Recognition – Murrieta Sports Teams (Carlson Gracie West Coast Headquarters and Pop Warner Sports)

*Pop Warner Sports recognition was continued to the next City Council regular meeting.*

Presentation – Update on Tourism: Patrick Ellis, President of Explore Murrieta

**APPROVAL OF AGENDA**

Action: It was moved by Council Member Holliday, seconded by Council Member Warren to approve the Agenda for December 5, 2023.

The motion carried by the following vote:

Ayes: Warren, Levell, Holliday, Stone, DeForest  
Noes: None  
Absent: None

**CITY MANAGER - ADMINISTRATIVE UPDATE** None

**GOVERNING BODY COMMISSION/COMMITTEE/BOARD (CCB) REPORTS**

Council Member Warren: Provided attendance/reported the following:  
• Riverside County Transportation Commission

Council Member Holliday: Provided attendance/reported the following:  
• Regional Conservation Authority  
• Western Riverside Council of Governments

**PUBLIC COMMENTS (NON-AGENDA)**

Shane Dilisi: Spoke in opposition to Planned Parenthood.

Aimee Edgeworth: Provided a handout and spoke in support of a Murrieta Train Project.

Joy: Spoke on traffic and safety concerns regarding Murrieta Market Nights.

**CONSENT CALENDAR - APPROVAL OF ITEMS 1 – 13**

Action: It was moved by Council Member Holliday, seconded by Council Member Levell to approve Consent Calendar Item Nos. 1-13.

***Mayor Pro Tem Stone recused herself from Item No. 13 due to a conflict of interest in owning a business within 500 feet of the project.***

The motion carried by the following vote:

Ayes: Warren, Levell, Holliday, Stone, DeForest  
Noes: None  
Absent: None

1. Waive Reading of All Ordinance Adoptions on the Agenda and Read by Title Only

Recommended Action:

Waive reading, by title only, of all Ordinances and Resolutions. Said Ordinances and Resolutions which appear on the public agenda shall be determined to have been read by title and further reading waived.

## 2. Minutes

Recommended Action:

Approve the minutes of the November 21, 2023, City Council Regular Meeting.

## 3. Check Register October 2023

Recommended Action:

Adopt Resolution 23-4716 entitled: *A Resolution of the City Council of the City of Murrieta, California, Ratifying the Check Register for the Month of October 2023* in the amount of \$6,451,443.41 (Check Numbers 156599-157007).

## 4. Monthly Investment Transaction Report for October 2023

Recommended Action:

Receive and file the Monthly Investment Transaction Report for October 2023.

## 5. Adoption of an Ordinance Relating to the Issuance of Subpoenas Before the City Council

Recommended Action:

Conduct the second reading and adopt Ordinance No. 599-23 entitled: *An Ordinance of the City Council of the City of Murrieta, California, Adding Chapter 1.30 to the Murrieta Municipal Code Relating to the Issuance of Subpoenas Before the City Council*; and

Find the Ordinance exempt from the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) of the CEQA Guidelines.

## 6. Ninth Amendment to TriTech Software Systems Agreement

Recommended Action:

Approve the Ninth Amendment to the System Implementation Agreement with TriTech Software Systems for services relating to the Computer-Aided Dispatch and Records Management System;

Approve a one-time service fee in the amount of \$100,000 and an annual software fee of \$525,000 in year two, with a 5% increase for each subsequent year for the term of the agreement, for a total contract amount not to exceed \$2,362,815.63;

Authorize the City Manager to execute the agreement; and

Amend the Fiscal Year 2023/24 and 2024/25 Operating Budgets as outlined in the Fiscal Impact section of this report.

## 7. Change Order for Glen Arbor Dog Park Civil Design Services

Recommended Action:

Approve the change orders to increase Purchase Order P03571 with Michael Baker International for additional civil design services for the Glen Arbor Dog Park project, CIP 8273, in the amount of \$57,750;

Amend the Fiscal Year 2023/24 Capital Improvement Budget for an additional appropriation of \$57,750 to CIP 8273.

8. Construction Contract Sykes Ranch Park Improvement Project  
Recommended Action:  
 Award the construction contract for the Sykes Ranch Park Improvement Project, CIP 22010, to the lowest responsible bidder, Land Forms Landscape Construction, Inc., in the amount of \$183,226.00 with a 15% contingency;
- Authorize the Mayor to execute the agreement; and
- Authorize an additional budget appropriation to CIP 22010 for additional project costs.
9. Notice of Completion for Murrieta Library Roof Replacement Project, CIP 21023  
Recommended Action:  
 Accept the improvements for the Murrieta Library Roof Replacement Project, CIP 21023, as complete; and
- Direct the City Clerk to record a Notice of Completion and release bonds in accordance with State law and City ordinances.
10. Murrieta Housing Authority SB 341 Annual Report for FY 2022/23  
Recommended Action:  
 Find that the action is not a “project” as defined in California Environmental Quality Act (CEQA) Guidelines Section 15378; and
- Receive the Murrieta Housing Authority Senate Bill 341 Annual Report for Fiscal Year 2022/23 and direct staff to file the document with the State Department of Housing and Community Development and place it on the City’s website.
11. Annual Adoption of the Investment Policy for Fiscal Year 2023/24  
Recommended Action:  
 Adopt Resolution No. 23-4718 entitled: *A Resolution of the City Council of the City of Murrieta, California, Adopting the Fiscal Year 2023/24 Investment Policy.*
12. Approve the Recognized Obligation Payment Schedule and Administrative Budget for Fiscal Year 2024/25  
Recommended Action:  
 Adopt Resolution No. RSA 23-31 entitled: *A Resolution of the Successor Agency to the Murrieta Redevelopment Agency Approving A Recognized Obligation Payment Schedule for the Period From July 1, 2024, through June 30, 2025, Approving the Successor Agency’s Proposed Administrative Budget for Fiscal Year 2024/25, and Authorizing Posting and Transmittal Thereof.*
13. Notice of Completion of Pedestrian Safety Enhancements 2020/21 and 2021/22 Projects
- Mayor Pro Tem Stone recused herself from Item No. 13 due to a conflict of interest in owning a business within 500 feet of the project.***
- Recommended Action:  
 Accept the improvements for the Pedestrian Safety Enhancements 2020/21 project, CIP No. 13040, and Pedestrian Safety Enhancements 2021/22 project, CIP No. 13045, as complete;
- Direct the City Clerk to record a Notice of Completion and release bonds in accordance with State law and City Ordinances; and

Release any remaining retention from CIP Nos. 13040 and 13045 in accordance with State law and City Ordinances.

**PULLED CONSENT CALENDAR ITEMS None**

**DISCUSSION**

- 14. Fiscal Year 2022/23 Year End Report and Approve Appropriations for Carryover of Unspent Amounts from FY 2022/23 to FY 2023/24

Staff report and PowerPoint presentation provided by Finance Manager Jennifer Terry and Financial Analyst Geovanny Calvopina.

Public Comments: None

Action: After discussion, it was moved by Council Member Warren, seconded by Council Member Holliday to:

Accept this report;

Amend the Fiscal Year 2023/24 Operating Budget to include the Fiscal Year 2022/23 Rollovers; and

Appropriate the Unassigned Fund Balance.

The motion carried by the following vote:

Ayes: Warren, Levell, Holliday, Stone, DeForest  
Noes: None  
Absent: None

- 15. Citywide Records Management Program Update and Adoption of Records Retention Schedule

Staff report and PowerPoint presentation provided by City Clerk Cristal McDonald and Records Manager Angela Martin-Van der Baan.

Public Comments: None

Action: After discussion, it was moved by Council Member Holliday, seconded by Council Member Levell to:

Adopt Resolution No. 23-4719 entitled: *A Resolution of the City Council of the City of Murrieta, California, Rescinding All Prior Records Retention Resolutions and Policies and Adopting a Records Retention Schedule*; and

Direct the City Clerk to develop a Records Management Administrative Policy upon approval of Resolution No. 23-4719.

The motion carried by the following vote:

Ayes: Warren, Levell, Holliday, Stone, DeForest  
Noes: None  
Absent: None

16. Amended and Restated Community Facilities District Goals and Policies

Assistant City Manager Ivan Holler mentioned that because this item was discussed in the Workshop there is no presentation to share.

Finance Director Javier Carcamo, City Consultant Shane Spicer with Spicer Consulting, City Consultant Brian Forbath with Stradling Yocca Carlson & Rauth, Police Chief Anthony Conrad, and Fire Chief Bernard Molloy were available for questions from the City Council.

Public Comments:

Kassen Klein: Mentioned to consider the comments provided at the Workshop.

Dan Leigh: Addressed the inquiry from Council Member Holliday in reference to the low number of CFD's formed late in the recession. Spoke about the Statewide Community Infrastructure Program (SCIP) utilized to address the City's financial uncertainties.

Action: After discussion, it was moved by Mayor DeForest, seconded by Council Member Warren to:

Adopt Resolution No. 23-4717 entitled: *A Resolution of the City Council of the City of Murrieta, California, Adopting an Amended and Restated Community Facilities District Goals and Policies.*

The motion carried by the following vote:

Ayes: Warren, Levell, Holliday, Stone, DeForest  
Noes: None  
Absent: None

**NOTIFICATIONS**

Final Parcel Map - PM 37185 - Murrieta II Multifamily LLC

Deputy City Clerk Kimberly Ramirez noted a correction to the Notification for Parcel Map from PM 37185 to PM 38185.

**GOVERNING BODY ANNOUNCEMENTS**

Mayor Pro Tem Stone provided verbal Governing Body Announcements. Council Member Levell, and Council Member Holliday provided their Governing Body Announcements to be made part of the City's record.

**COUNCIL MEMBER REQUESTS TO ADD ITEMS TO FUTURE AGENDAS None**

**ADJOURNMENT 7:49 PM**