



# CITY COUNCIL MEETING AGENDA REPORT AGENDA ITEM NO. 1

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**SUBJECT:** APPROVAL OF CITY COUNCIL MEETING MINUTES

**MEETING DATE:** March 15, 2021

**PREPARED BY:** Darlene Gerdes, Deputy City Manager/City Clerk

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**RECOMMENDATION:** That the City Council approve the action minutes as presented for the Regular City Council Meeting of March 1, 2021.

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**ATTACHMENTS:**

Attachment A: City Council action minutes March 1, 2021 Regular Meeting.

# City Of Calimesa

## Joint City Council & Successor Agency to the Calimesa Redevelopment Agency Minutes of the Regular Meeting of March 1, 2021

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Pursuant to the State of California Executive Order N-29-20, regarding the COVID-19 pandemic, the Calimesa City Council conducted this meeting in the Norton Younglove Senior Center maintaining appropriate social distancing. Members of the public were encouraged to participate in the meeting in one of two ways:

- 1) In person at the Norton Younglove Senior Center, 908 Park Avenue, Calimesa, CA 92320, maintaining a 6-foot distance from others. Face masks are mandatory.
- 2) By viewing the meeting on **Facebook Live**, beginning at 6:00 p.m. at <https://www.facebook.com/cityofcalimesa>

**Submission of Public Comments:** Those attending the meeting and maintaining appropriate social distancing, were allowed to speak during public comment by completing a blue speaker slip and providing it to the City Clerk at the meeting. Otherwise, public comment was accepted via email to the Calimesa City Clerk at [dgerdes@cityofcalimesa.net](mailto:dgerdes@cityofcalimesa.net) with a deadline of **5:30 p.m. on Monday, March 1, 2021.**

### **CALL TO ORDER** 6:00 p.m. by Mayor Davis

**ROLL CALL:** MAYOR DAVIS, MAYOR PRO TEM MOLINA, COUNCIL MEMBER CERVANTEZ, COUNCIL MEMBER DUVALL AND COUNCIL MEMBER HEWITT.

**ABSENT:** None

**STAFF:** CITY MANAGER JOHNSON, CITY ATTORNEY GREYSON, CITY CLERK GERDES, PLANNING MANAGER LUCIA, PUBLIC WORKS DIRECTOR MONSON, CITY ENGINEER THORNTON, FIRE CHIEF JOHNSON AND SHERIFF CAPTAIN SALAS.

### **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was led by Public Works Director Monson.

### **COMMUNICATIONS FROM THE PUBLIC**

None.

### **APPROVAL OF THE AGENDA**

**MOTION BY COUNCIL MEMBER DUVALL, SECONDED BY COUNCIL MEMBER CERVANTEZ, CARRIED 5-0 TO APPROVE THE AGENDA AS PRESENTED.**

Mayor Davis called the Joint City Council and Successor Agency to the Calimesa Redevelopment Agency to order at 6:03 pm.

**CONVENE JOINT CITY COUNCIL AND SUCCESSOR AGENCY TO THE CALIMESA REDEVELOPMENT AGENCY**

**CALL TO ORDER**

**ROLL CALL:** AGENCY CHAIR DAVIS, AGENCY VICE-CHAIR MOLINA, AGENCY MEMBER CERVANTEZ, AGENCY MEMBER DUVALL AND AGENCY MEMBER HEWITT.

**JOINT MEETING BUSINESS ITEM**

JM1. 2020-2021 MID-YEAR FINANCIAL REPORT.

***RECOMMENDATION: That the City Council adopt Resolution No. 2021-10 a Resolution of the City Council of the City of Calimesa amending the Fiscal Year 2020-2021 budget to include certain recommended adjustments.***

City Manager Johnson presented the agenda report and provided a power point presentation of the 2020-2021 Fiscal Year Mid-year budget review.

After Council/Agency discussion they thanked City Manager Johnson for a thorough report and took the following action:

**MOTION BY MAYOR PRO TEM MOLINA, SECONDED BY COUNCIL MEMBER CERVANTEZ, CARRIED 5-0 TO ADOPT RESOLUTION NO. 2021-10, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIMESA, CALIFORNIA AMENDING THE FISCAL YEAR 2020-2021 BUDGET TO INCLUDE CERTAIN RECOMMENDED ADJUSTMENTS.**

**ADJOURN THE SUCCESSOR AGENCY TO THE CALIMESA REDEVELOPMENT AGENCY AND RECONVENE THE CITY COUNCIL MEETING**

Mayor Davis adjourned the Joint City Council and Successor Agency to the Calimesa Redevelopment Agency meeting and reconvened City Council at 6:46 pm.

Mayor Davis asked if there were any items to be removed from the Consent Calendar for discussion. There were no items pulled for discussion.

**CONSENT CALENDAR (Items 1 – 7)**

*The following Consent Calendar items are expected to be routine and non-controversial. Council will act upon them at one time without discussion. Any Council Member or staff member may request removal of an item from the Consent Calendar for discussion.*

1. APPROVAL OF CITY COUNCIL ACTION MINUTES.
  - a) ***City Council action minutes of February 16, 2021 Regular Meeting.***

2. RECEIVE AND FILE CITY COMMISSION & BOARD MINUTES.  
  - a) *There are no minutes ready for approval at this time.*
3. APPROVAL OF WARRANT REGISTERS.  
  - a. *Check Register Report with a total of \$195,982.86 (Check Nos. 36604 to 36653)*
  - b. *February 18, 2021 Payroll of \$72,677.54*
4. WAIVE FULL READING OF ANY PROPOSED ORDINANCES ON THE AGENDA.  
*This permits reading the title only in lieu of reciting the entire text of the Ordinances. This does not take policy action on the Ordinances or approve or disapprove any Ordinances on the agenda.*

5. TREASURER'S REPORT FOR THE QUARTER ENDED DECEMBER 31, 2020.

***RECOMMENDATION: That the City Council receive and file the Treasurer's Report for the Quarter Ended December 31, 2020.***

6. SECOND AMENDMENT TO AGREEMENT BETWEEN THE CITY OF CALIMESA AND NOBEL SYSTEMS, INC. TO PROVIDE ENTERPRISE CLOUD GEOGRAPHIC INFORMATION SYSTEMS SERVICES

***RECOMMENDATION: That the City Council approve the Second Amendment to the Agreement between the City of Calimesa and Nobel Systems, Inc. to provide Enterprise Cloud Geographic Information Systems Services.***

7. RESIDENTIAL INFILL PRIORITY AREA OVERLAY ZONE PROJECT – PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF CALIMESA AND ALBERT A. WEBB ASSOCIATES FOR PLANNING AND ENVIRONMENTAL SERVICES; ACCEPTANCE OF “BUILDING HOMES AND JOBS ACT” SB 2 PLANNING GRANT AWARD THROUGH THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (“HCD”) IN THE AMOUNT OF \$160,000 AND AMENDMENT TO FISCAL YEAR 2020-2021 BUDGET TO INCLUDE ACCEPTANCE OF SB 2 GRANT FUNDS; ACCEPTANCE OF LOCAL EARLY ACTION PLANNING (“LEAP”) GRANT AWARD THROUGH THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (“HCD”) IN THE AMOUNT OF \$65,000 AND AMENDMENT TO FISCAL YEAR 2020-2021 BUDGET TO INCLUDE ACCEPTANCE OF LEAP GRANT FUNDS

***RECOMMENDATION: That the City Council:***

1. ***Approve a professional services agreement in the amount of \$203,900 with Albert A. Webb Associates (“Webb”) for planning and environmental services to develop a residential infill priority area overlay zone. (Attachment A)***
2. ***Adopt Resolution 2021-12 to accept \$160,000 in SB 2 grant funds and amend***

*the fiscal year 2020-21 budget to include acceptance of said grant funds and designate the City Manager as the authorized official to execute grant program agreements. (Attachment B)*

3. *Adopt Resolution 2021-13 to accept \$65,000 in LEAP grant funds and amend the fiscal year 2020-21 budget to include acceptance of said grant funds and designate the City Manager as the authorized official to execute grant program agreements. (Attachment C)*

**MOTION BY COUNCIL MEMBER DUVALL, SECONDED BY COUNCIL MEMBER CERVANTEZ, CARRIED 5-0 TO APPROVE THE CONSENT CALENDAR AS PRESENTED.**

### **POLICE CHIEF COMMENTS & REPORTS**

Captain Salas reported 152 calls for service for February 16 – 25, 2021. He further reported thefts on the rise, 4 felony thefts and 3 stolen vehicles with 2 of them recovered.

### **FIRE CHIEF COMMENTS & REPORTS**

Fire Chief Johnson reported a total year to date calls of 249 with 194 of those being medical aid. He stated that the Weed Abatement season is upon us and that the Fire Department would be conducting 1<sup>st</sup> inspections by March 10, 2021.

### **MAYOR & COUNCIL MEMBER REPORTING OF COUNTY & REGIONAL MEETINGS**

*This is the time for comments, announcements and/or reports on meetings attended at public expense as required by AB 1234.*

Councilmember Duvall reported that she attended the RTA meeting as an alternate and that she would be attending the San Geronio Pass Water Alliance Meeting on March 24, 2021.

Councilmember Hewitt reported that she attended the WRCOG meeting, announcing that the meeting was Rick Bishop's last one, as he is retiring. She stated that he was presented with many proclamations, etc. from WRCOG member entities.

Mayor Pro Tem Molina reported that she attended an RCTC Budget and Finance Meeting, an RTA Executive Meeting and Board of Directors Meeting. She announced that the RTA CEO, Larry Rubio is retiring soon, as well as the CFO.

Council Member Cervantez reported that he attended an RCA meeting stating that the MSHCP fees will be increasing and that they received an annual report that land and habitats are on track to meet long term targets.

### **BUSINESS ITEMS**

8. LIBRARY COMMISSION APPOINTMENT

**RECOMMENDATION:** *That Council Member Hewitt appoint one member to the Library Commission and that the City Council ratify the appointment by a majority vote and adopt Resolution No. 2021-11 providing for the appointment made.*

Deputy City Manager/City Clerk presented the agenda report. Council Member Hewitt stated her desire to appoint Deborah Zylman to the Library Commission.

**MOTION BY COUNCIL MEMBER HEWITT, SECONDED BY COUNCIL MEMBER CERVANTEZ, CARRIED 5-0 TO ADOPT RESOLUTION NO. 2021-11 PROVIDING FOR THE APPOINTMENT OF DEBORAH ZYLMAN TO THE LIBRARY COMMISSION.**

9. SCAG 2021 GENERAL ASSEMBLY APPOINTMENT OF A VOTING DELEGATE AND AN ALTERNATE VOTING DELEGATE.

**RECOMMENDATION:** *That the City Council appoint a voting delegate and an alternate voting delegate to represent the City of Calimesa at the Virtual SCAG General Assembly on May 6, 2021.*

Deputy City Manager/City Clerk presented the agenda report.

**AFTER DISCUSSION THERE WAS COUNCIL CONSENSUS TO APPOINT MAYOR PRO TEM MOLINA AS THE VOTING DELEGATE AND COUNCIL MEMBER DUVALL AS THE VOTING ALTERNATE.**

10. COUNCIL DISCUSSION OF PROPOSED SENATE BILL 9 REGARDING INCREASED DENSITY IN SINGLE-FAMILY ZONES AND THE COVID-19 RELIEF BILL FOR STATE AND LOCAL FISCAL RECOVERY FUNDS.

**RECOMMENDATION:** *That the City Council discuss the information presented and provide direction to staff regarding any desired future actions.*

Mayor Pro Tem Molina facilitated the discussion of proposed Senate Bill 9 regarding increased density in single-family zones and provided Council with information to review and further discussed the writing of a letter in opposition. Mayor Pro Tem Molina stated that Erin Sasse, Riverside Division LOCC Representative has offered to provide a presentation to the Council if so desired.

**AFTER DISCUSSION THERE WAS COUNCIL CONSENSUS TO BRING THE ITEM BACK TO THE MARCH 15, 2021 MEETING FOR FURTHER DISCUSSION, REVIEW A LETTER THAT CITY MANAGER JOHNSON WILL BRING AND INVITE ERIN SASSE TO ATTEND AND PROVIDE A PRESENTATION TO THE COUNCIL.**

**COUNCIL MEMBERS' COMMENTS & REPORTS**

*This is the time for additional general comments, announcements, reports on meetings attended at public expense as required by AB 1234, requests of staff, and other issues of concern to Council Members may be presented briefly at this time. The Council may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Council determines that an emergency situation exists, as defined by Government Code § 54956.5 or (2) by a four-fifths vote, the Council determines that there is a need for immediate action and the need for action arose subsequent to the agenda being posted as required by Government Code § 54954.2(b).*

Council Member Duvall thanked City staff for their help getting her on board. She reported that she participated in the SCE Black history month virtual program on February 19, 2021, adding that it was a great program. She further reported that she attended a San Gorgonio Hospital presentation on February 21, 2021. She stated that when she receives comments from the community about all the new residents, she tells them that we are preserving the old and welcoming the new.

Mayor Pro Tem Molina announced the League of California Cities Riverside Division Meeting that would be held on Monday, March 8, 2021 via zoom. She provided comments on Women's History Month, stating that this is the first time that the Calimesa City Council has had three women and that the majority of staff are women. She reported that she attended a San Gorgonio Hospital presentation on February 21, 2021.

### **CITY MANAGER COMMENTS & REPORTS**

None.

### **ADJOURNMENT**

Meeting adjourned at 7:23 p.m. to the Regular Meeting of the City Council on Monday, March 15, 2021 at 6:00 p.m.

Respectfully Submitted,

Darlene Gerdes, City Clerk



# CITY COUNCIL MEETING AGENDA REPORT AGENDA ITEM NO. 2

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**SUBJECT:** APPROVAL OF COMMISSION MEETING MINUTES

**MEETING DATE:** March 15, 2021

**PREPARED BY:** Darlene Gerdes, Deputy City Manager/City Clerk

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**RECOMMENDATION:** That the City Council approve the action minutes as presented for the Library Commission of February 2, 2021 Regular Meeting the Parks, Trails and Community Services Commission of November 4, 2020, Joint Workshop of the Parks, Trails and Community Services Commission and Planning Commission of January 11, 2021 and the Planning Commission of January 11, 2021.

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**ATTACHMENTS:**

Attachment A: Library Commission action minutes of 2/2/2021.

Attachment B: Parks, Trails and Community Services Commission action minutes of 11/4/2020.

Attachment C: Joint Workshop of the Parks, Trails and Community Services Commission and Planning Commission action minutes of 1/11/2021.

Attachment D: Planning Commission action minutes of 1/11/2021.



# *City of Calimesa*

## Minutes of the Regular Meeting of the Library Commission Tuesday, February 2, 2021

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**CALL TO ORDER:** The meeting was called to order at 4:30 p.m. by Chairperson Nursement.

**ROLL CALL:**

COMMISSIONERS PRESENT: Andrews, Hyatt, Lind and Nursement

COMMISSIONERS ABSENT: None

STAFF PRESENT: Darlene Gerdes, Deputy City Manager/City Clerk  
Tracy McGowan, Calimesa Librarian  
Mari Shakir, Associate Engineer

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES**

a. Approve the Minutes of the November 10, 2020 Special Commission Meeting.

***Motion by Commissioner Andrews seconded by Vice Chairperson Lind, carried 4-0 to approve the minutes of November 10, 2020 as presented.***

**LIBRARY REPORT**

Librarian McGowan provided the Computer Use and Circulation Stats for November and December 2020 and January 2021 are as follows:

Computer Use/wireless sessions for November = 84, December = 121, January = 117

Circulation:

November – 16 Express Service Patrons, 229 total patrons & 2,276 Checkouts

December – 174 Express Service Patrons, 213 Total Patrons & 1,919 Checkouts

January – 207 Patrons & 1,557 Checkouts

Librarian McGowan stated that the Calimesa Library was open for limited in-library service from October 8, 2020 – December 5, 2020 and open for Express Service only from December 8, 2020 until February 6, 2021. She reported that the Library was offering on-line classes through Facebook and YouTube as well.

## **BUSINESS ITEMS FOR DISCUSSION**

**Annual Commission Reorganization:** Deputy City Manager/City Clerk Gerdes stated that pursuant to the Calimesa Municipal Code, the Commission must reorganize once annually. After discussion the following action was taken:

**MOTION BY COMMISSINER ANDREWS, SECONDED BY VICE-CHAIRPERSON LIND, CARRIED 4-0 TO KEEP THE CURRENT CHAIRPERSON GERALD NURSEMENT AND VICE-CHAIRPERSON RHONDA LIND IN PLACE.**

**Monthly Budget Update:** Deputy City Manager/City Clerk Gerdes provided a budget update through January 31, 2021, reporting a fund balance of \$296,751, Giving Tree Balance of \$26,607 Book Sales Balance of \$11,896, Friends of the Library Balance of \$36,916 and Jim Hyatt Memorial Balance of \$2,047 with total funds available of \$374,217. Revenues to date of \$35,843 and expenditures to date of \$5,767. The Library Fund Development Impact Fee Balance is \$1,094,504.

**THERE WAS COMMISSION CONSENSUS TO APPROVE THE MONTHLY BUDGET UPDATE AS PRESENTED.**

**2020 YHS Scholarships update:** Deputy City Manager/City Clerk Gerdes reminded the Commission that two YHS Seniors were the chosen recipients for a scholarship of \$1,000 each. She stated that one recipient provided her thank you letter, and her Verification of Enrollment in July 2020 and her check was mailed out to her. She further stated that the other recipient provided a thank you letter, but never submitted a Verification of Enrollment and therefore a check has not been sent out to her. Deputy City Manager/City Clerk Gerdes informed the Commission that she reached out to Yucaipa High School to see if they had an explanation for the status of the second recipient but had not received a response as yet. The Commission discussed the possibility of rolling over the funds and consider awarding three scholarships in 2021. Deputy City Manager/City Clerk Gerdes stated that the Library Budget would come before the Commission at their March meeting and they could make the decision at that time.

**Update and discussion of Library Improvement Project:** Deputy City Manager/City Clerk Gerdes introduced Associate Engineer Mari Shakir who provided a draft drawing of a potential option for the Library Expansion as well as a draft of potential costs. During Commission discussion there were concerns that the second modular was not connected to the current building, adding that it would make it hard on staff. The Commission expressed the importance of the Librarian and her staff's involvement in the design process.

Deputy City Manager/City Clerk Gerdes stated that City staff has kept the Librarian and staff involved in the process from the beginning and will continue to do so, adding that City staff are taking into consideration the needs assessment completed in 2020 by Alyson and her staff, as well as the Commission. She further stated that the draft plan provided is only a draft and a starting point. She reminded the Commission that there are many things to consider with the project and regulations that must be met. She further

stated that staff would bring additional options back to the Commission at their March meeting.

**COMMISSION MEMBERS REPORTS AND COMMENTS**

Commissioner Andrews questioned the current vacancy on the Commission and who would be making the appointment. Deputy City Manager/City Clerk Gerdes stated that Council Member Hewitt would be making the appointment and encouraged the Commission to actively pursue applicants for the vacancy.

**ADJOURNMENT**

The Library Commission meeting was adjourned at 5:15 p.m. to the Regular Meeting of March 2, 2021.

Respectfully submitted,

*Darlene Gerdes*

Deputy City Manager/City Clerk

**APPROVED BY COMMISSION**

3/2/2021

# *City of Calimesa*

## Minutes of the Regular Meeting of the Parks, Trails and Community Services Commission Wednesday, November 4, 2020

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**CALL TO ORDER**                    The meeting was called to order at 4:33 p.m. by Chair Reeves.

**ROLL CALL**

Commissioners Present:      Chair Howard Reeves, Commissioner Christine Champenois, Commissioner Daron Dixon (arrived at 4:36) and Commissioner Wynona Duvall

Commissioners Absent:      None

Staff Present:                    Kelly Lucia, Planning Manager, Mark Collins, Associate Planner, Yaiza Benson, Commission Secretary

**PUBLIC COMMENT**                None

**APPROVAL OF MINUTES**

**Item 1. Approve the Minutes of the March 4, 2020 Regular Commission Meeting.**

**MOTION BY COMMISSIONER DUVALL, SECONDED BY COMMISSIONER CHAMPENOIS, CARRIED 3-0-0-1(COMMISSIONER DIXON ARRIVED AFTER MOTION AND APPROVAL OF MINUTES) TO APPROVE THE MINUTES OF THE MARCH 4, 2020 REGULAR MEETING.**

**ITEMS FOR DISCUSSION**

**Item 2. SUMMERWIND PROJECT UPDATE**

Planning Manager Lucia provided a preview for commissioners on the Summerwind development of parks and trails. The preview included a draft of a future park design with playground equipment, baseball diamond and other recreational features. Planning Manager Lucia reminded commissioners that there will be a joint workshop with the Planning Commission on the development and design of this park tentatively scheduled for December.

Commissioners provided some input and/or small request for the design features of the future park:

- Bleachers for parents and children for possible little league games.
- Is it possible to place recessed pole fencing in the outfield?
- Can the restroom structure include additional space for a snack shack?
- External outlets for families to use.
- Solar shade structure for the parking lot.
- Controlled crosswalks.

**Item 3. DISCUSSION & PLANNING OF COMMUNITY EVENTS**

Commission Secretary Benson advised that with the ever-evolving requirements for public gatherings during COVID19. Future planning of any community events has been placed on hold and/or cancelled for the time being. The Cities Christmas Tree lighting changed to a Facebook live event scheduled before the November 16<sup>th</sup> City Council Meeting.

**Item 4. DISCUSSION OF CITY COUNCIL FINAL DECISION OF DUTIES**

Commission Secretary Benson provided Commissioners with a copy of the final ordinance adopted and approved by City Council. There was Commission consensus to receive and file.

**Item 5. CANCELLATION OF JANUARY COMMISSION MEETING**

**MOTION BY COMMISSIONER DIXON, SECONDED BY COMMISSIONER CHAMPENOIS, CARRIED 4-0 TO CANCEL THE JANUARY 6, 2021 COMMISSION MEETING AND RESCHEDULE THE COMMISSION MEETING TO JANUARY 20, 2021.**

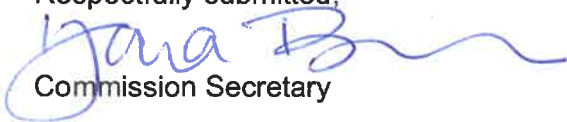
**COMMISSION MEMBERS REPORT AND COMMENTS**

- Chair Reeves: Working on projects in Yucaipa. COVID19 has made things very difficult.
- Commissioner Champenois: None
- Commissioner Dixon: Advised the Commission next month will be his final month with the Commission as he is moving to Running Springs.
- Commissioner Duvall: Continuing her work with T-now and the Chamber on various projects.

**ADJOURNMENT:**

Motion by Commissioner Duvall, seconded by Commissioner Champenois, carried 4-0, to adjourn the Parks, Trails and Community Services Commission meeting at 5:31 p.m. to the December 2, 2020 Regular Meeting at 4:30 p.m.

Respectfully submitted,

  
Commission Secretary

**APPROVED BY COMMISSION**  
3/3/2021

# City of Calimesa

## Action Minutes of the Special Joint Workshop of the Planning Commission and the Parks, Trails and Community Services Commission

Monday, January 11, 2021

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Pursuant to the State of California Executive Order N-29-20, regarding the COVID-19 pandemic, this workshop will be conducted in the Norton Younglove Senior Center maintaining appropriate social distancing with **MANDATORY MASKS**. Members of the public may participate in this meeting in one of two ways:

- 1) In person at the Norton Younglove Senior Center, 908 Park Avenue, Calimesa, CA 92320, maintaining a 6-foot distance from others. **FACE MASKS ARE MANDATORY.**
- 2) By viewing the meeting on **Facebook Live**, beginning at 6:00 p.m. at <https://www.facebook.com/cityof.calimesa>

**Submission of Public Comments:** If attending the meeting and maintaining appropriate social distancing, public comment will be allowed by completing a yellow speaker slip and providing it to the Commission Secretary at the meeting. Otherwise, public comment will be accepted via email. Please send comments via email to the Commission Secretary at [ybenson@cityofcalimesa.net](mailto:ybenson@cityofcalimesa.net). Identify public comment or the specific agenda item you wish to comment on in your email's subject line. You may submit comments on any agenda item. Emailed comments must be submitted by **4:30 p.m. on Monday, January 11, 2021** and will be read into the record by the Commission Secretary. Electronic comments on agenda items may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Chair Barron

### **ROLL CALL:**

#### COMMISSIONERS PRESENT:

Planning Commission - Chair Barron, Vice-Chair Brittingham, Commissioner Champenois, Commissioner Keith

Parks, Trails, Community Services Commission - Chair Reeves, Commissioner Duvall, Commissioner Prins

COMMISSIONERS ABSENT: Commissioner Cundieff

**MOTION BY PLANNING COMMISSION VICE-CHAIR BRITTINGHAM, SECONDED BY PLANNING COMMISSION CHAIR BARRON, CARRIED 7-0-1-0 TO EXCUSE THE ABSENCE OF PLANNING COMMISSIONER CUNDIEFF**

**STAFF PRESENT:**

Kelly Lucia, Planning Manager, Mark Collins, Associate Planner, Margaret Monson, Interim Public Works Director, Yaiza Benson, Commission Secretary

**PLEDGE OF ALLEGIANCE**

Led by Planning Commission Chair Barron

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

None

**BUSINESS ITEMS**

**Item 1. PUBLIC WORKSHOP FOR THE SUMMERWIND TRAILS PHASE 1 PARK DESIGN**

***RECOMMENDATION: That the Planning Commission and the Parks, Trails, and Community Services Commission:***

- a. Conduct a Joint Workshop to discuss the proposed design of the park and provide feedback to the applicant.***
- b. Receive and file the conceptual design of the Summerwind Trails Phase 1 park ("Applicant Concept") (Attachment B).***

Commissioners discussed and questioned the following:

- Will the baseball field have dugouts with fencing for safety?
- Requested the fencing be continued to cover the bleachers area for safety reasons
- How many BBQ grills are going to be placed at the park?
- Made a request for one additional BBQ grill to be installed
- Would like lights to be added to the walking path
- Requested additional recycle and trash cans to be placed throughout the park
- Can the streets adjacent to the park adequately hold overflow vehicles without impeding traffic flow?

Leslie Locken a representative from David Neault Associates the design firm for the proposed project was present and provided the Commissioners with a flyover video of the park design. Leslie advised Commissioners that the baseball field is a standard regulation size little league field and the adjacent streets are wide enough to handle overflow parking needs. Leslie welcomed the Commissioners input and recommendations and will consider them as the project moves forward.

There was Commission consensus to receive and file the conceptual design of the Summerwind Trails Phase 1 park ("Applicant Concept") (Attachment B).

**ADJOURNMENT:**

The Special Joint Workshop of the Planning Commission and Parks, Trails and Community Services Commission was adjourned at 5:38 p.m. to a Regular Meeting of the Planning Commission on Monday, January 11, 2021 at 6:00 p.m. and to a Regular Meeting of the Parks, Trails and Community Services Commission on Wednesday, February 3, 2021 at 4:30 p.m. at the Norton Younglove Multipurpose Senior Center, located at 908 Park Avenue.

Respectfully submitted,

  
Yaiza Benson  
Planning Commission Secretary

PTCS  
APPROVED BY COMMISSION  
3/3/2021

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Planning  
APPROVED BY COMMISSION  
3/8/2021

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***City of Calimesa***  
**Action Minutes of the Regular Meeting of the  
Planning Commission  
Monday, January 11, 2021**

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Pursuant to the State of California Executive Order N-29-20, regarding the COVID-19 pandemic, the Planning Commission will be conducting this meeting in the Norton Younglove Senior Center maintaining appropriate social distancing with **MANDATORY MASKS**. Members of the public may participate in this meeting in one of two ways:

- 1) In person at the Norton Younglove Senior Center, 908 Park Avenue, Calimesa, CA 92320, maintaining a 6-foot distance from others. **FACE MASKS ARE MANDATORY.**
- 2) By viewing the meeting on **Facebook Live**, beginning at 6:00 p.m. at <https://www.facebook.com/cityof.calimesa>

**Submission of Public Comments:** If attending the meeting and maintaining appropriate social distancing, public comment will be allowed by completing a yellow speaker slip and providing it to the Commission Secretary at the meeting. Otherwise, public comment will be accepted via email. Please send comments via email to the Commission Secretary at [ybenson@cityofcalimesa.net](mailto:ybenson@cityofcalimesa.net). Identify public comment or the specific agenda item you wish to comment on in your email's subject line. You may submit comments on any agenda item. Emailed comments must be submitted by **5:30 p.m. on Monday, January 11, 2021** and will be read into the record by the Commission Secretary. Electronic comments on agenda items may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Chair Barron

**ROLL CALL:**

COMMISSIONERS PRESENT: Chair Barron, Vice-Chair Brittingham, Commissioner Champenois, Commissioner Keith

COMMISSIONERS ABSENT: Commissioner Cundieff

**MOTION BY VICE-CHAIR BRITTINGHAM, SECONDED BY CHAIR BARRON, CARRIED 4-0-1-0 TO EXCUSE THE ABSENCE OF COMMISSIONER CUNDIEFF**

STAFF PRESENT: Kelly Lucia, Planning Manager, Mark Collins, Associate Planner, Kevin Ennis, Deputy City Attorney, Mike Thornton, City Engineer, Yaiza Benson, Commission Secretary

**PLEDGE OF ALLEGIANCE**

Led by Chair Barron

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

None

## APPROVAL OF MINUTES

### **Item 1. Approve the Minutes of the October 12, 2020 Regular Planning Commission Meeting**

**ACTION: MOTION BY VICE-CHAIR BRITTINGHAM, SECONDED BY CHAIR BARRON, CARRIED 4-0-1-0, TO APPROVE THE ACTION MINUTES OF THE OCTOBER 12, 2020 REGULAR PLANNING COMMISSION MEETING.**

## BUSINESS ITEMS

### **Item 2. ANNUAL REORGANIZATION OF THE PLANNING COMMISSION**

*Pursuant to Section 2.20.030 of the Calimesa Municipal Code, the Commission is required to meet annually to choose one of its members as Chairperson and another of its members as Vice Chairperson.*

*After Commission discussion the following action was taken*

**ACTION: MOTION BY VICE-CHAIR BRITTINGHAM, SECONDED BY COMMISSIONER KEITH, CARRIED 4-0-1-0 TO POSTPONE THE ANNUAL REORGANIZATION TO THE NEXT REGULAR PLANNING COMMISSION MEETING**

## PUBLIC HEARING ITEMS

**Item 3. OAK VALLEY TOWN CENTER DEVELOPMENT AGREEMENT AND TENTATIVE PARCEL MAP 37862: A REQUEST FOR APPROVAL OF PLANNING COMMISSION RESOLUTION NO. 2021-01, RECOMMENDING CITY COUNCIL APPROVAL OF DEVELOPMENT AGREEMENT 20-01 (DA 20-01) BETWEEN OAK VALLEY DEVELOPMENT COMPANY, LLC AND THE CITY OF CALIMESA, AND FOR APPROVAL OF PLANNING COMMISSION RESOLUTION NO. 2021-02, RECOMMENDING THAT THE CITY COUNCIL MODIFY CONDITIONS 11.1 AND 11.4 OF TENTATIVE PARCEL MAP (TPM) 37862 ON AN APPROXIMATE 219-ACRE SITE WITHIN THE SUMMERWIND RANCH AT OAK VALLEY SPECIFIC PLAN AREA 1, AMENDMENT NO. 2 AS PREVIOUSLY APPROVED PURSUANT TO GENERAL PLAN AMENDMENT 20-01, SPECIFIC PLAN AMENDMENT 20-01, AND TENTATIVE PARCEL MAP 37862, AND MAKING ENVIRONMENTAL FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA).**

***RECOMMENDATION: That the Planning Commission:***

- 1. Adopt Resolution No. 2021-01, Recommending City Council approval of Development Agreement 20-01 (DA 20-01) between the City of Calimesa and Oak Valley Development Company, LLC for***

***the Oak Valley Town Center at Summerwind Project and making environmental findings under the California Environmental Quality Act (CEQA) and State CEQA Guidelines.***

- 2. Adopt Resolution No. 2021-02, recommending that the City Council adopt modifications to conditions 11.1 and 11.4 of Tentative Parcel Map (TPM) 37862, as previously approved by City Council Resolution No. 2020-44, and making environmental findings under the California Environmental Quality Act (CEQA) and State CEQA Guidelines.***

Chairperson Barron opened the public hearing.

Planner Manager Lucia with the City Engineer Mike Thornton presented the project and summarized the staff report.

Applicant John O'Hanian was present and available for any questions from the Commissioners.

No public testimony received via email prior to the meeting.

Commissioners questioned the following:

- Will the City still be required to seek Cal Trans approval for interim improvements?
- The proposed land be used as City Hall/Library structure?

Planning Manager Lucia advised the Commissioners the proposed land will be used for City Hall only. City Engineer Thornton stated that Cal Trans approval will be required for any freeway/interchange improvements.

Chairperson Barron Closed the Public Hearing.

**ACTION: MOTION BY CHAIR BARRON, SECONDED BY COMMISSIONER KEITH, CARRIED 4-0-1-0. TO ADOPT RESOLUTION NO. 2021-01, RECOMMENDING CITY COUNCIL APPROVAL OF DEVELOPMENT AGREEMENT 20-01 (DA 20-01) BETWEEN THE CITY OF CALIMESA AND OAK VALLEY DEVELOPMENT COMPANY, LLC FOR THE OAK VALLEY TOWN CENTER AT SUMMERWIND PROJECT AND MAKING ENVIRONMENTAL FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) AND STATE CEQA GUIDELINES AND ADOPT RESOLUTION NO. 2021-02, RECOMMENDING THAT THE CITY COUNCIL ADOPT MODIFICATIONS TO CONDITIONS 11.1 AND 11.4 OF TENTATIVE PARCEL MAP (TPM) 37862, AS PREVIOUSLY APPROVED BY CITY COUNCIL RESOLUTION NO. 2020-44, AND MAKING ENVIRONMENTAL FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) AND STATE CEQA GUIDELINES.**

**RESOLUTION 2021-01: A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALIMESA RECOMMENDING CITY COUNCIL APPROVAL OF DEVELOPMENT AGREEMENT 20-01 (DA 20-01) BETWEEN THE CITY OF CALIMESA AND OAK VALLEY DEVELOPMENT COMPANY LLC, FOR THE OAK VALLEY TOWN CENTER AT SUMMERWIND RANCH PROJECT ON 219 ACRES LOCATED APPROXIMATELY ONE-QUARTER MILE NORTHWEST OF THE CHERRY VALLEY BOULEVARD/I-10 OVER-CROSSING TO APPROXIMATELY ONE-QUARTER MILE NORTHWEST OF THE SINGLETON ROAD/I-10 OVER-CROSSING, AND MAKING ENVIRONMENTAL FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) AND STATE CEQA GUIDELINES**

**RESOLUTION 2021-02: A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALIMESA RECOMMENDING THAT THE CITY COUNCIL ADOPT MODIFICATIONS TO TENTATIVE PARCEL MAP (TPM) 37862 CONDITIONS OF APPROVAL 11.1 AND 11.4 AS PREVIOUSLY APPROVED BY CITY COUNCIL RESOLUTION NO. 2020-44, FOR AN APPROXIMATE 219 ACRE SUBDIVISION LOCATED APPROXIMATELY ONE-QUARTER MILE NORTHWEST OF THE CHERRY VALLEY BOULEVARD/I-10 OVER-CROSSING TO APPROXIMATELY ONE-QUARTER MILE NORTHWEST OF THE SINGLETON ROAD/I-10 OVER-CROSSING, AND MAKING ENVIRONMENTAL FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) AND STATE CEQA GUIDELINES**

**COMMISSION MEMBERS REPORT AND COMMENTS:**

Commissioner Champenois -	None
Commissioner Cundieff –	Absent
Commissioner Keith -	None
Vice-Chair Brittingham -	Stated he has enjoyed serving on the Planning Commission, and thanked the Commissioners and Staff for their work.
Chair Barron -	Thanked staff.

**PLANNING MANAGER REPORT AND COMMENTS:**

Extended a warm welcome to the new Planning Commissioner

**ADJOURNMENT:**

The Planning Commission meeting was adjourned at 6:17 p.m. to a Regular Meeting of the Planning Commission on Monday, February 8, 2021 at 6:00 p.m. at the Norton Younglove Multipurpose Senior Center, located at 908 Park Avenue.

Respectfully submitted,



Yaiza Benson  
Planning Commission Secretary

**APPROVED BY COMMISSION**

3/8/2021