



CITY COUNCIL MEETING

CEMETERY DISTRICT BOARD

AGENDA

TUESDAY, FEBRUARY 10, 2026

Closed Session: 5:30 PM | Regular Session 6:00 PM

COUNCIL CHAMBERS 23873 CLINTON KEITH ROAD SUITE 106 WILDOMAR, CA 92595

Carlos Marquez - Mayor | District 1
Dustin Nigg - Mayor Pro Tem | District 2
Ashlee DePhillippo - Council Member | District 5
Bridgette Moore - Council Member | District 4
Joseph Morabito - Council Member | District 3

Chris Mann, City Manager
Thomas D. Jex, City Attorney

The City of Wildomar will be a Safe and Active Community with Responsible Growth and Quality Infrastructure while keeping a Hometown Feel

CALL TO ORDER – CLOSED SESSION - 5:30 P.M.

ROLL CALL

PUBLIC COMMENTS

CLOSED SESSION

CLOSED SESSION

Presented By: Thomas D Jex, City Attorney

RECOMMENDATION:

City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9(d)(4) to confer with legal counsel with regard to one matter of potential initiation of litigation.

CALL TO ORDER – OPEN SESSION - 6:00 P.M.

The City Council serves as the Board of the Wildomar Cemetery District. This meeting is convened as a meeting of both bodies.

ROLL CALL

Council discussion and determination on whether an absence is excused.

FLAG SALUTE

CLOSED SESSION REPORT

PRESENTATIONS

1. Introduction - CR&R City Representative

DEPARTMENT REPORTS

Police Department Quarterly Update - October - December, 2025.

Presented By: Lt. Jeff Reese, Police Department

RECOMMENDATION:

Receive the presentation.

Fire Department Quarterly Update - October - December, 2025

Presented By: Chief Dustin Reed, Fire Department

RECOMMENDATION:

Receive the quarterly update.

Wildomar Library Quarterly Update - October - December, 2025.

Presented By: Sandra Brautigam, Wildomar Library

RECOMMENDATION:

Receive the presentation.

Community Development Department & Development Activity Update

Presented By: Robert Flores, Community Development Department

RECOMMENDATION:

That the City Council take the following action: Receive and file the update.

PUBLIC COMMENTS

*This is the time when the City Council receives general public comments regarding any items or matters within the jurisdiction that **do not** appear on the agenda. Per the Brown Act, City Council members are not allowed to respond to public comments not on the agenda. If you would like to be contacted, please leave your email or contact number on the public comment card. Public Comments are limited to 3 minutes or such other time as the Council may provide.*

APPROVAL OF THE AGENDA AS PRESENTED

The City Council to approve the agenda as it is herein presented, or, if it is the desire of the City Council, the agenda can be reordered, added to, or have items tabled at this time

1. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one roll call vote. There will be no separate discussion of these items unless members of the City Council, the Public, or Staff request to have specific items removed from the Consent Calendar for separate discussion and/or action.

1.1 City Council/ Cemetery District Board Minutes - January 14, 2026 - Regular Meeting

Presented By: Janet Morales Garcia , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

1.2 January 2026 City Warrant Register

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the following:

For Fiscal Year 2025/2026:

1. Warrant Register dated 1-8-2026 in the amount of \$711,442.24.
2. Warrant Register dated 1-15-2026 in the amount of \$226,289.58.
3. Warrant Register dated 1-21-2026 in the amount of \$515.00.
4. Warrant Register dated 1-22-2026 in the amount of \$74,802.07.
5. Warrant Register dated 1-26-2026 in the amount of \$4,471.25.
6. Warrant Register dated 1-29-2026 in the amount of \$2,711,867.44.
7. Wire Transfer Register dated 1-31-2026 in the amount of \$18,602.79.
8. Payroll Register dated 1-31-2026 in the amount of \$533,594.54.

1.3 January 2026 Cemetery Warrant Register

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the following:

For Fiscal Year 2025/2026

1. Warrant Register dated 1-8-2026 in the amount of \$3,850.63.
2. Warrant Register dated 1-15-2026 in the amount of \$109.55.
3. Warrant Register dated 1-29-2026 in the amount of \$172,452.49.

1.4 December 2025 City Treasury Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the City Treasury Report for December 2025.

1.5 December 2025 Cemetery Treasury Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the Treasury Report for December 2025.

1.6 Second Reading and Adoption of Ordinance No. 259, revising Title 5 of the Wildomar Municipal Code

Presented By: Robert Flores , Community Development Department

RECOMMENDATION:

1. Determine that Ordinance No. 259, is exempt under the California Environmental Quality Act (CEQA) and CEQA Guidelines, pursuant to the common-sense exemption, Section 15061(b)(3) of the CEQA Guidelines, under the general rule-making provision; and

2. Conduct a second reading by title only and adopt Ordinance No. 259 amending Title 5 (Business Licenses and Regulations) of the Wildomar Municipal Code, as entitled:

ORDINANCE NO. 259

AN ORDINANCE OF THE WILDOMAR CITY COUNCIL AMENDING SECTION 1.04.120, VARIOUS PROVISIONS OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS), AND OTHER TITLES OF THE WILDOMAR MUNICIPAL CODE TO UPDATE THE CITY'S BUSINESS REGISTRATION AND REGULATORY FRAMEWORK AND CONFORM ASSOCIATED REFERENCES

1.7 Second Reading of Ordinance No. 260 For Formation of Community Facilities District 2025-1

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Adopt an Ordinance entitled:

ORDINANCE NO. 260

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2025-1 (CAMELIA) OF THE CITY OF WILDOMAR AUTHORIZING THE LEVY OF SPECIAL TAXES

1.8 Second Reading of Ordinance No. 261 For Formation of Community Facilities District 2025-S

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Adopt an Ordinance entitled:

ORDINANCE NO. 261

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2025-S (SERVICES) OF THE CITY OF WILDOMAR AUTHORIZING THE LEVY OF SPECIAL TAXES

1.9 Fifth Amendment to Professional Services Agreement with Interwest Consulting Group, Inc. for On-Call/Staff Augmentation Services - Public Works/Engineering

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

Authorize the City Manager to execute the Fifth Amendment to the Professional Services Agreement with Interwest Consulting Group, Inc. for On-Call/Staff Augmentation Services – Public Works and Engineering

1.10 Software Licensing and Services for a New Online Development Case Processing and Tracking System

Presented By: Robert Flores , Community Development Department

RECOMMENDATION:

1. Review the attached draft Request for Proposal (RFP) for Software Licensing and Services for a New Online Development Case Processing and Tracking System and provide any comments to staff; and

2. Authorize staff to post the RFP on PlanetBids after making any requested amendments, for response by, and evaluation of, qualified companies.

1.11 Second Task Order Amendment with Placeworks Inc. for Environmental and Regulatory Permit Processing Services for the Clinton Keith Road Widening Project (CIP 025-1)

Location: Clinton Keith Road Widening Project (I-15 to Copper Craft Dr.)

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

Approve and authorize the City Manager to execute a Task Order Amendment in the amount of \$28,582 for required additional environmental support for the Clinton Keith Road Widening Project (CIP 025-1).

1.12 Sole Source Agreement for Professional Services with Lee and Associates for the Wildomar Cemetery Master Plan Update

Presented By: Jason Farag , Community Services Department

RECOMMENDATION:

Authorize the City Manager to execute a sole source agreement for professional services with Lee and Associates.

1.13 Professional Services Agreement with Mark Thomas & Company, Inc. for Engineering and Design Services for Bundy Canyon Road (West) Widening and Active Transportation Plan Improvements Project (Mission Trail to Canyon Ranch Road) (CIP 090 and CIP 092)

Location: Bundy Canyon Road from Mission Trail to Canyon Ranch Road
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

1. Authorize the City Manager to execute a Professional Services Agreement between the City of Wildomar and Mark Thomas.
2. Authorize the Public Works Director/City Engineer to approve change orders up to 10% of the contract amount for required additional services.
3. Authorize the Public Works Director/City Engineer to approve budgeted optional tasks, with Mark Thomas to proceed only upon receiving written authorization.
4. Approve a deappropriation of Fund 503 (TUMF) to decrease \$360,870 from CIP 090 and approve a supplemental appropriation for Fund 503 (TUMF) to increase \$360,870 in expenditures for CIP 092.

2. PUBLIC HEARINGS

2.1 Community Development Block Grant (CDBG) - Allocation of Funds for Fiscal Year 26/27 and Extension of Time Request for Fiscal Year 24/25 Funds
Presented By: Cameron Luna , Public Works/ Engineering Department

RECOMMENDATION:

1. Adopt a Resolution entitled:

RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING THE ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR FISCAL YEAR 2026/2027

2. Authorize the City Manager to submit a Supplemental Agreement Extension Request for the City's FY 24/25 allocation to the Riverside County Department of Housing and Workforce Solutions (HWS) for the Sedco Sidewalk Project - Phase III

3. GENERAL BUSINESS

3.1 FY2025-26 Mid-Year Budget Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

1. Review and approve the classification descriptions, pay plan, and classification schedule, and adopt a Resolution entitled:

RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THREE NEW CLASSIFICATION DESCRIPTIONS; APPROVING THE UPDATED POSITION CLASSIFICATION SCHEDULE; AND AMENDING THE EXISTING PAY PLAN TO INCLUDE THESE POSITIONS

2. Review and approve the Fiscal Year 2025-26 2nd Quarter Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING ADJUSTMENTS TO THE FY2025-26 BUDGETED REVENUES AND EXPENSES AND ADOPTING A REVISED SCHEDULE OF AUTHORIZED POSITIONS

3.2 Pavement Management Program (PMP) Report (CIP 050-1) and Dirt Road Memorandum

Location: Citywide

Presented By: Cameron Luna , Public Works/ Engineering Department

RECOMMENDATION:

1. Adopt a Resolution entitled:

RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A STATUTORY CEQA EXEMPTION PER SECTION 15262 (FEASIBILITY AND PLANNING STUDIES) OF CEQA AND ADOPTING THE WILDOMAR PAVEMENT MANAGEMENT PROGRAM REPORT

2. Receive and file the Dirt Road Inventory and Condition Assessment Memorandum

3.3 Contract Award - Bundy Canyon Road Rehab Project and Slurry Seal Project (CIP 057-3, 058-3)

Location: Public Streets Citywide

Presented By: Cameron Luna , Public Works/ Engineering Department

RECOMMENDATION:

1. Adopt a Categorical Exemption pursuant to Section 15301(c) of the CEQA Guidelines.

2. Make a finding that the Projects, CIP 057-3 and CIP 058-3, are exempt from the

Multiple Species Habitat Conservation Plan (MSHCP) fees.

3. Approve the plans and designs for all of the planned roadway improvements included within CIP 057-3 and 058-3, including but not limited to Bundy Canyon Road and the multiple roadways proximate to Clinton Keith Road, Palomar Street, and Wildomar Trail that are more particularly described in Appendix A and CIP 058-3 Exhibits included in the bid documents for purposes of obtaining design immunity pursuant to Government Code Section 830.6.
4. Authorize the City Manager to execute a construction contract with All American Asphalt in the amount of \$2,567,666.02 for the Road Maintenance and Rehabilitation Project (CIP 057-3) and Slurry Seal Project (CIP 058-3) and waive any informality or irregularity in the Bid.
5. Authorize the Public Works Director to approve change orders not to exceed 25% of the construction contract amount (contingency).
6. Authorize the City Manager to execute a work order with Geocon West, Inc. under their existing on-call agreement in the amount of \$57,975 for material testing for the Bundy Canyon Road Rehab Project (CIP 057-3), including Extra Work Authorizations not to exceed \$7,024, for a total not to exceed \$64,999.
7. Authorize the City Manager to execute a Professional Services Agreement with Labelle-Marvin, Inc. in the amount of \$66,767 for material testing for the Slurry Seal Project (CIP 058-3), including Extra Work Authorizations not to exceed \$8,232, for a total not to exceed \$74,999.
8. Authorize the City Manager to execute a work order with Interwest Consulting Group under their existing on-call agreement in the amount of \$97,630 for Construction Management services for the Projects, including Extra Work Authorizations not to exceed \$12,369, for a total not to exceed \$109,999.
9. Approve a deappropriation of Fund 120 (Measure AA) to decrease \$250,000 from CIP 103 and approve a supplemental appropriation for Fund 120 (Measure AA) to increase \$250,000.00 in expenditures for CIP 057-3.
10. Approve a deappropriation of Fund 201 (Measure A) to decrease \$57,600 from CIP 103 and approve a supplemental appropriation for Fund 201 (Measure A) to increase \$57,600.00 in expenditures for CIP 057-3.
11. Approve a deappropriation of Fund 201 (Measure A) to decrease \$378,000 from CIP 063 and approve a supplemental appropriation for Fund 201 (Measure A) to increase \$378,000 in expenditures for CIP 058-3.
12. Approve a supplemental appropriation for Fund 100 (General Fund - Facilities) to increase \$15,000.00 in expenditures for CIP 058-3.
13. Approve a supplemental appropriation for Fund 690 (Measure Z) to increase \$20,000.00 in expenditures for CIP 058-3.

14. Approve a supplemental appropriation for Fund 606 (CFD) to increase \$24,400.00 in expenditures for CIP 057-3.
15. Approve a supplemental appropriation for Fund 606 (CFD) to increase \$150,000.00 in expenditures for CIP 058-3.
16. Adopt a Resolution entitled:

RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA APPROVING PROJECT PLANS, DESIGN, SPECIFICATIONS, CONTRACT DOCUMENTS, AND AWARDED A CONSTRUCTION CONTRACT FOR THE BUNDY CANYON ROAD REHAB PROJECT (CIP 057-3) AND SLURRY SEAL PROJECT (CIP 058-3) ("PROJECTS") AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH ALL AMERICAN ASPHALT, INC.

COUNCIL COMMUNICATIONS

This is the opportunity for the City Council to report on city and regional committees and community events.

CITY MANAGER REPORT

FUTURE AGENDA ITEMS

ADJOURN THE MEETING

PARTICIPATION

NOTICE

Meetings may be live-streamed, photographed and/or videotaped. Participation at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

MEETINGS

Regular City Council/Cemetery District Board Meetings are generally held on the 2nd Wednesday of every month at 6:00 P.M. The City Council adopts the meeting schedule annually.

Meeting Schedule for 2026

January 14th | February 10th | March 11th | April 8th | May 13th | June 10th | July 8th | August 12th | September 9th | October 14th | November 18th | December 9th

LOCATION

City Council Chambers, 23873 Clinton Keith Road, Ste. 106, Wildomar, CA 92595.

VIEW THE MEETING

1. In Person | City Council Chambers 23873 Clinton Keith Road Ste. 106 Wildomar, CA 92595

2. Watch Live

wildomar.gov/129/Agendas-Videos-Watch-Live or stream on [YouTube.com/@CityofWildomar](https://www.youtube.com/@CityofWildomar)

3. Cable TV | Frontier Channel 36 or AT&T Channel 99

PARTICIPATE IN THE MEETING

1. Fill out the speaker card located on the table near the entrance of the chambers.
2. Submit the speaker card to the City Clerk in the basket located at the front of the chambers.
3. When the City Clerk calls your name, please come up to the front podium.

During Public Comment not on the agenda and after each Agenda Item, the Mayor will announce Public Comment. Public Comments are limited to (3) minutes or such other time as the City Council may provide. Per the Brown Act, City Council are not allowed to respond to public comments not on the agenda. If you would like to be contacted, please leave your email or contact number on the public comment card.

ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, if requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Any person that requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting, may request such modification, accommodation, aid or service by contacting the City Clerk either in person or by phone at 951-677-7751 x210, no later than 10:00 a.m. on the day preceding the scheduled meeting.

REPORTS

All agenda items and reports are available for review at City Hall, 23873 Clinton Keith Road and on the City's website at the following address: Wildomar.gov. Any writings or documents provided to a majority of the City Council/ Cemetery District Board regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available by appointment for public inspection at City Hall during regular business hours.

AFFIDAVIT OF POSTING

I, Janet Morales Garcia, Wildomar City Clerk, do certify that at least 72 hours prior to the meeting, a true and correct copy of this agenda was posted at Wildomar City Hall, 23873 Clinton Keith Road; U.S. Post Office, 21392 Palomar Street; Wildomar Library, 34303 Mission Trail Blvd; and on the City's website at Wildomar.gov.

Janet Morales Garcia, CMC

City Clerk

Dated: February 5, 2026.