



## **CITY COUNCIL/CEMETERY DISTRICT BOARD - MEETING (R)**

**WEDNESDAY, DECEMBER 3, 2025**

**Closed Session: 5:00 PM | Adjourned Regular Session 6:00 PM**

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

Ashlee DePhilippo - Mayor/ Chair | District 5  
Carlos Marquez - Mayor Pro Tem/ Vice Chair | District 1  
Bridgette Moore - Council Member/ Trustee | District 4  
Joseph Morabito - Council Member/ Trustee | District 3  
Dustin Nigg - Council Member/ Trustee | District 2

Chris Mann, City Manager/General Manager  
Thomas D. Jex, City Attorney/District Board Counsel

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

**NOTICE:**

*City Council/ Cemetery District Board 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.*

**CALL TO ORDER – CLOSED SESSION - 5:00 P.M.**

**ROLL CALL**

**PUBLIC COMMENTS**

**CLOSED SESSION**

**CLOSED SESSION**

Presented By: Thomas D Jex, City Attorney

**RECOMMENDATION:**

1. The city council will meet in closed session pursuant to the provisions of Government Code section 54956.9(d)(2) and (3) to confer with legal counsel with regard to one matter of potential exposure to litigation.

2. The City Council will meet in closed session pursuant to the provisions of Government Code section 54957(b) regarding Public Employee Performance Evaluation.

Title: City Attorney

**RECONVENE INTO OPEN SESSION**

**ANNOUNCEMENTS**

**ADJOURN CLOSED SESSION**

**CALL TO ORDER – ADJOURNED REGULAR JOINT SESSION - 6:00 P.M.**

**ROLL CALL**

Council discussion and determination on whether an absence is excused.

**FLAG SALUTE**

**MOMENT OF SILENCE AND REFLECTION**

**PRESENTATIONS**

- 1. Recognition: Elsinore High School Girls Varsity Volleyball
- 2. Recognition: TriCity Gators
- 3. Other Recognitions/Presentations

**DEPARTMENT REPORTS**

No reports scheduled.

**PUBLIC COMMENTS**

*This is the time when the 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.*

**APPROVAL OF THE AGENDA AS PRESENTED**

*The City Council/ Cemetery District Board 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, Cemetery District Board, 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 - October 13, 2025 - Adjourned Regular Meeting**

Presented By: Janet Morales , City Clerk's Office

**RECOMMENDATION:**

Approve the minutes as presented.

**1.2 City Council/ Cemetery District Board Minutes - November 12, 2025 - Regular Meeting**

Presented By: Janet Morales , City Clerk's Office

**RECOMMENDATION:**

Approve the minutes as presented.

**1.3 November 2025 City Warrant Register**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Approve the following:

For Fiscal Years 2024/2025 and 2025/2026:

1. Warrant Register dated 11-6-2025 in the amount of \$542,853.58.
2. Warrant Register dated 11-11-2025 in the amount of \$1,595.75.
3. Warrant Register dated 11-13-2025 in the amount of \$161,623.09.
4. Warrant Register dated 11-20-2025 in the amount of \$236,306.98.
5. Wire Transfer Register dated 11-24-2025 in the amount of \$51,029.58.
6. Payroll Register dated 11-24-2025 in the amount of \$537,270.25.

**1.4 November 2025 Cemetery Warrant Register**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Approve the following:

For Fiscal Years 2024/2025 and 2025/2026:

1. Warrant Register dated 11-6-2025 in the amount of \$7,202.24.
2. Warrant Register dated 11-13-2025 in the amount of \$92.69.
3. Warrant Register dated 11-20-2025 in the amount of \$2,397.57.

**1.5 October 2025 City Treasury Report**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Approve the City Treasury Report for October 2025.

**1.6 October 2025 Cemetery Treasury Report**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Approve the Treasury Report for October 2025.

**1.7 2026 Annual Investment Policy**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Adopt a resolution entitled:

RESOLUTION NO. 2025 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, ADOPTING A STATEMENT OF INVESTMENT POLICY FOR 2026

**1.8 Purchase of Riverpark Mitigation Bank Credits for the Clinton Keith Rd. Widening Project (CIP 025-1)**

Location: Clinton Keith Rd. (Hidden Springs Rd. to Copper Craft Rd.)  
Presented By: Jason Farag , Public Works/ Engineering Department

**RECOMMENDATION:**

Authorize the City Manager to execute a Mitigation Credit Purchase Agreement between the City of Wildomar and EIP III Credit Co., LLC (Riverpark Mitigation Bank Sponsor) for the Clinton Keith Rd. Widening Project (Project)

**1.9 2026 City Council Meeting Calendar**

Presented By: Janet Morales , City Clerk's Office

**RECOMMENDATION:**

Adopt the proposed City Council meeting schedule for the 2026 calendar year.

**1.10 Notice of Change to Public Hearing Date for Establishment of Community Facilities District No. 2025-1 (Camelia)**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Adopt a Resolution entitled:

RESOLUTION NO. 2025 - \_\_\_\_  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR  
CHANGING THE DATE OF THE PUBLIC HEARING FOR THE ESTABLISHMENT  
OF COMMUNITY FACILITIES DISTRICT NO. 2025-1 (CAMELIA) OF THE CITY  
OF WILDOMAR AND RELATED MATTERS

**1.11 Notice of Change to Public Hearing Date for Establishment of Community Facilities District No. 2025-S (Services)**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

1. Adopt a Resolution entitled:

RESOLUTION NO. 2025 - \_\_\_\_  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR  
CHANGING THE DATE OF THE PUBLIC HEARING FOR THE ESTABLISHMENT  
OF COMMUNITY FACILITIES DISTRICT NO. 2025-S (SERVICES) OF THE CITY  
OF WILDOMAR AND RELATED MATTERS

- 1.12 Recommendation of Approval of Job Descriptions and Updates to the Position Classification Schedule, List of Authorized Positions, and Pay Plan**  
Presented By: Emily Wolf , Administrative Services Department

**RECOMMENDATION:**

Adopt a resolution entitled:

RESOLUTION NO. 2025 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING JOB DESCRIPTIONS AND UPDATES TO THE SCHEDULE OF AUTHORIZED POSITIONS, POSITION CLASSIFICATION SCHEDULE, AND PAY PLAN

**2. PUBLIC HEARINGS**

No items scheduled.

**3. GENERAL BUSINESS**

**3.1 Appointment of Mayor and Mayor Pro Tempore for 2026**

Presented By: Janet Morales , City Clerk's Office

**RECOMMENDATION:**

Appoint a Mayor and Mayor Pro Tempore for Calendar Year 2026.

**3.2 City Council Annual City and Regional Committees, Commissions, and Board Appointments**

Presented By: Janet Morales , City Clerk's Office

**RECOMMENDATION:**

Review the attached list of committees, commissions, and boards, and update appointments as needed.

**COUNCIL COMMUNICATIONS**

1. Riverside Conservation Authority (RCA)
2. Riverside Transit Agency (RTA)
3. Riverside County Transportation Commission (RCTC)
4. League of California Cities
5. Southern California Association of Governments (SCAG)
6. Riverside County Habitat Conservation Agency (RCHCA)
7. Western Riverside Council of Governments (WRCOG)
8. Southwest Community Financing Authority (Animal Shelter)
9. Ad Hoc & Subcommittees
10. Community events
11. Regional events
12. Chamber of Commerce
13. Cemetery District Events
14. Other Events/Meetings

**CITY MANAGER/ GENERAL MANAGER REPORT**

**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

## **PARTICIPATION**

### **MEETINGS**

Regular City Council/Cemetery District Board Meetings are held on the 2nd Wednesday of every month at 6:00 P.M., except for January, where it is held on the 3rd Wednesday of the month, in the 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](http://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/Cemetery District Board Secretary in the basket located at the front of the chambers.
3. When the City Clerk/ Cemetery District Board Secretary calls your name, please come up to the front podium.

During Public Comment not on the agenda and after each Agenda Item, the Mayor/Chair will announce Public Comment. Public Comments are limited to (3) minutes or such other time as the City Council/Cemetery District Board may provide. Per the Brown Act, City Council/ Cemetery District Board 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.

### **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/ Cemetery District Board Secretary 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](http://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/ Cemetery District Board Secretary, 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: November 26, 2025*