CITY COUNCIL/CEMETERY DISTRICT - MEETING (CCR)

WEDNESDAY, MAY 14, 2025

Closed Session: 5:30 PM | 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

Janet Morales, City Clerk/Acting City Manager Thomas D. Jex, City Attorney/District 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 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 - 5:30 P.M.

ROLL CALL

PUBLIC COMMENTS

CLOSED SESSION

CLOSED SESSION
Presented By: Thomas D Jex, City Attorney

RECOMMENDATION:
The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9 (d)(1) to confer with legal counsel with regard to the following matter of pending litigation:

Soledad v. City of Wildomar; case number CVME2503620

RECONVENE INTO OPEN SESSION

ANNOUNCEMENTS

ADJOURN CLOSED SESSION

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

ROLL CALL
Council discussion and determination on whether an absence is excused.

FLAG SALUTE

MOMENT OF SILENCE AND REFLECTION

GENERAL BUSINESS

Interim City Manager Agreement and Update to Salary Schedule

Presented By: Thomas D Jex, City Attorney

RECOMMENDATION:

Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPOINTING CHRIS MANN AS INTERIM CITY MANAGER AND UPDATING THE SALARY SCHEDULE

PRESENTATIONS

1. Introduction: Interim City Manager Chris Mann
2. Proclamation: Eagle Scout Ethan Miles
3. Other Presentations/Recognitions

DEPARTMENT REPORTS

Police Department Quarterly Update

RECOMMENDATION:

Receive and file.

Fire Department Quarterly Update

RECOMMENDATION:

Receive and file.

Wildomar Library Quarterly Update

RECOMMENDATION:

Receive and File.

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 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 Council, the Public, or Staff request to have specific items removed from the Consent Calendar for separate discussion and/or action.

1.1 **Minutes - March 24, 2025 - Adjourned Regular Meeting**
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.2 **Minutes - April 9, 2025 - Regular Meeting**
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.3 **Minutes - April 11, 2025 - Special Closed Session Meeting**
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.4 **Minutes - April 28, 2025 - Special Closed Session Meeting**
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.5 **April 2025 City Warrant Register**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Approve the following:

For Fiscal Year 2024/2025:
1. Warrant Register dated 4-3-2025 in the amount of $961,696.89.
2. Warrant Register dated 4-10-2025 in the amount of $456,827.54.
3. Warrant Register dated 4-17-2025 in the amount of $317,860.46.
4. Warrant Register dated 4-24-2025 in the amount of $124,304.03.
5. Wire Transfer Register dated 4-30-2025 in the amount of $208,482.30.
6. Payroll Register dated 04-01-2025 in the amount of $451,262.05.

1.6 **March 2025 City Treasurers Report**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Approve the City Treasurer’s Report for March 2025.

1.7 **2nd Reading of Ordinance No. 250 for Development Agreement No. 24-0115**
Presented By: Abdu Lachgar , Planning Department

RECOMMENDATION:
Adopt an Ordinance entitled:

ORDINANCE NO. 250
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A CATEGORICAL EXEMPTION IN ACCORDANCE WITH SECTION 15301 (CLASS 1) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), AND APPROVING DEVELOPMENT AGREEMENT NO. 24-0115 TO ESTABLISH A RETAIL CANNABIS BUSINESS WITHIN AN EXISTING 2,275 SQUARE-FOOT RETAIL LEASE SPACE WITHIN THE C-G ZONE LOCATED AT 33980 MISSION TRAIL, SUITE #A & B (APN: 366-160-070)

1.8 **Notice of Intent to Hold a Public Hearing for Delinquent Trash Charges**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Provide a Notice of Intent to hold a Public Hearing on June 11th, 2025, for placing a levy on parcels with unpaid charges for trash collection services

1.9 **WRCOG Pre-Approved Accessory Dwelling Unit (ADU) Plan Assistance Agreement**
Presented By: Abdu Lachgar , Planning Department

RECOMMENDATION:
Authorize the City Manager to execute the agreement with WRCOG for the Regional Early Action Planning ("REAP") Local Staff Assistance Program.

1.10 **Second Amendment to Traffic Signal Maintenance Services Agreement with St. Francis Electric**
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:
Approve and authorize the City Manager to execute the Second Amendment to the Agreement for Maintenance Services with St. Francis Electric, LLC.

1.11 **Agreement Between the City of Wildomar and the County of Riverside Information Technology Division for Broadcasting on RivCoTv**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Authorize the City Manager to execute the agreement between the City of Wildomar and Riverside County Information Technology division for the broadcasting of City content on RivCoTV.

1.12 Update the Volunteer Program Policy
Presented By: Daniel Torres , Community Services Department

RECOMMENDATION:
Adopt a Resolution Entitled:

RESOLUTION NO. 2025 - ___
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE CITY'S VOLUNTEER PROGRAM POLICY PROVIDING CLARIFICATION OF SHORT-TERM, LONG-TERM AND INDIVIDUAL VOLUNTEERS

1.13 Resolution in Opposition of SCAQMD Proposed Amended Rules 1111 & 1121
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, OPPOSING THE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT'S PROPOSED AMENDED RULES 1111 and 1121

1.14 Landscaping and Lighting Maintenance District No. 89-1-Consolidated: Initiating Proceeding for Levy and Collection of Assessments
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:
Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2025-26 FOR ALL ZONES OF LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED OF THE CITY OF WILDOMAR PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972

1.15 **Landscaping and Lighting Maintenance District No. 89-1-Consolidated: Approval of Engineerâ€™s Report and Intention to Levy**
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:
1. Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE ANNUAL ENGINEER'S REPORT REGARDING THE PROPOSED LEVY AND COLLECTION OF ASSESSMENTS FOR ALL ZONES OF LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED, FISCAL YEAR 2025-26

2. Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR ALL ZONES OF LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED, FISCAL YEAR 2025-26

1.16 **County Service Areas Notice of Intent to Establish Charges for FY 2025-26**
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:
Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, SETTING THE PUBLIC HEARING TO ESTABLISH SERVICE AREA CHARGES WITHIN THE CITY FOR FISCAL YEAR 2025-26

1.17 **Approval to Display the MIA/POW Flag at Wildomar Cemetery on Memorial Day 2025**

RECOMMENDATION:
Approve the display of the MIA/POW commemorative flag at the Wildomar Cemetery District flagpole on Memorial Day, May 26, 2025, in accordance with the City Flag Display Policy.

1.18 **Marna O'Brien Park Rubberized Play Surface, CIP 102**
Location: Marna O'Brien Park (20505 Palomar St, Wildomar, CA 92595)
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:
Adopt a Resolution entitled:

RESOLUTION 2025 - ____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA APPROVING PROJECT PLANS, SPECIFICATIONS, CONTRACT DOCUMENTS, AND ADOPTING A CATEGORICAL EXEMPTION FOR THE MARNA O'BRIEN PARK RUBBERIZED PLAY SURFACE PROJECT (CIP 102) ("PROJECT") AND AUTHORIZING CITY STAFF TO OBTAIN PROJECT CONSTRUCTION BIDS/PROPOSALS PURSUANT TO CUPCAA

1.19 **Approve Senior Facilities Maintenance Worker Classification, Update the Position Classification Schedule, and Adopt a New Pay Plan to Add the Position**
Presented By: Heidi Schrader , Administrative Services Department

RECOMMENDATION:
Adopt a Resolution entitled:

RESOLUTION NO. 2025 - ____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE SENIOR FACILITIES MAINTENANCE WORKER CLASSIFICATION DESCRIPTION; REVISING THE POSITION CLASSIFICATION SCHEDULE TO INCLUDE THE SENIOR FACILITIES MAINTENANCE WORKER CLASSIFICATION; AND AMENDING THE EXISTING PAY PLAN TO INCLUDE THE SENIOR FACILITIES MAINTENANCE WORKER CLASSIFICATION

2. PUBLIC HEARINGS
No items scheduled.

3. GENERAL BUSINESS

3.1 **FY2025-26 and FY2026-27 Biennial Budget Workshop - Public Safety Budgets**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Discuss and receive comments from the public regarding the draft Fiscal Year 2025-26 and 2026-27 budgets for Public Safety and provide direction on the addition of the following items into the final Biennial Budget:

1.) Add one additional Fire Safety Specialist through the County Fire Department to assist with weed abatement and inspections of high-risk commercial business in the City in the amount of $217,649 approximately per year to be split between the General Fund and Measure AA.

2.) The addition of a 2nd Motorcycle Officer to increase traffic safety. The cost will be approximately $447,276 plus $48,827 for a motorcycle in FY2025-26 and will be funded by Measure AA.

3.) The addition of One or Two Part-Time Code Enforcement Officers to conduct Friday and Saturday enforcement. The cost will be between $34,435 and $68,870 and be paid out of the General Fund.

3.2 **Road Maintenance and Rehabilitation - Program Summary and Potential List of Streets for FY 25/26 Project**
Presented By: Cameron Luna , Public Works/ Engineering Department

RECOMMENDATION:
Receive and file the Road Maintenance and Rehabilitation (Road Rehab) Update and receive and provide input on the proposed list of streets for the FY 25/26 Road Rehab Project.

3.3 **Ordinance to Designate the City of Wildomar Fire Hazard Severity Zones and Adopt the Map of These Areas**
Presented By: Paul Leach , Fire Department

RECOMMENDATION:
Introduce and approve the first reading of an ordinance entitled:

ORDINANCE NO. ____
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR CALIFORNIA, TO DESIGNATE FIRE HAZARD SEVERITY ZONES PER CALIFORNIA ASSEMBLY BILL 211 AND GOVERNMENT CODE 51179

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

CITY MANAGER REPORT

FUTURE AGENDA ITEMS

Future Agenda Items

RECOMMENDATION:
Title- Councilmember-Anticipated Date
1. Expand Pavement Management/Road Rehab Program for private and public roads - Marquez - TBD
2. Discuss restricting certain future uses on major corridors - Marquez - TBD
3. Street Lighting Options for neighborhoods that don't currently have lighting - Marquez - TBD
4. Discuss potential Public Safety Subcommittee - DePhillippo - TBD
5. Park Rental Policy - Morabito - TBD
6. Shed Setback from property line - DePhillippo - TBD
7. Solar/Battery back up for City Hall - DePhillippo - TBD
8. Collaboration with Native Plant Network - Marquez - TBD

ADJOURN THE CITY COUNCIL MEETING

In accordance with Government Code Section 54952.3, I, Janet Morales, City of Wildomar City Clerk, do hereby declare that the Board of Trustees will receive no compensation or stipend for the convening of the following regular meeting of the Wildomar Cemetery District.

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

ROLL CALL
Board discussion and determination on whether an absence is excused.

PUBLIC COMMENTS

BOARD COMMUNICATIONS

APPROVAL OF THE AGENDA AS PRESENTED

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

4. CEMETERY 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 Board, the Public, or Staff request to have specific items removed from the Consent Calendar for separate discussion and/or action.

4.1 Minutes - April 9, 2025 - Regular Meeting

Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

4.2 April 2025 Cemetery Warrant Register

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the following:

For Fiscal Year 2024/2025

1. Warrant Register dated 4-3-2025 in the amount of $1,007.47.
2. Warrant Register dated 4-10-2025 in the amount of $4,104.88.
3. Warrant Register dated 4-17-2025 in the amount of $2,612.70
4. Warrant Register dated 4-24-2025 in the amount of $11,778.71.

4.3 March 2025 Cemetery Treasurers Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the Treasurer's Report for March 2025.

5. CEMETERY PUBLIC HEARINGS

No items scheduled.

6. CEMETERY GENERAL BUSINESS

No items scheduled.

GENERAL MANAGER REPORT

FUTURE AGENDA ITEMS

ADJOURN THE WILDOMAR CEMETERY DISTRICT MEETING

PARTICIPATION

MEETINGS

Regular City Council 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. Cable TV | Frontier Channel 36 or AT&T Channel 99

3. Watch Live | https://www.wildomar.gov/129/Agendas-Videos-Watch-Live | Click on the "Watch Live" Meeting Link.

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 Council may provide. 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.

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, 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: http://www.wildomar.gov. Any writings or documents provided to a majority of the City Council 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, 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 www.wildomar.gov.

Janet Morales, CMC
City Clerk
Dated: May 9, 2025