



## **CITY COUNCIL/CEMETERY DISTRICT - REGULAR MEETING**

**WEDNESDAY, AUGUST 13, 2025**

**Closed Session: 4:00 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

Chris Mann, Interim City Manager/General 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 - 4:00 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)(1) to confer with legal counsel with regard to the following matter of pending litigation:

In re: National Prescription Opiate Litigation, MDL No. 2804, Case No. 1:17-md-2804 (Multi-District Litigation)

2. 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 matters of pending litigation:

In re: National Prescription Opiate Litigation, MDL No. 2804, Case No. 1:17-md-2804 (Multi-District Litigation)

In re: Purdue Pharma L.P., et al., Debtors (Chapter 11), U.S. Bankruptcy Court Southern District of New York, Case No. 19-23649

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

Title: Interim City Manager.

**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**

**PRESENTATIONS**

1. Recognizing Wildomar Heroes

**DEPARTMENT REPORTS**

**Police Department Quarterly Update**

**RECOMMENDATION:**

Receive the quarterly update for April - June, 2025.

**Fire Department Quarterly Update**

Presented By: Chief Dustin Reed, Fire Department

**RECOMMENDATION:**

Receive the quarterly update for April - June 2025.

**Wildomar Library Quarterly Update**

Presented By: Sandra Brautigam, City Clerk's Office

**RECOMMENDATION:**

Receive the quarterly update for April - June, 2025.

**Public Works/Engineering Department Quarterly Report**

Presented By: Jason Farag, Public Works/ Engineering Department

**RECOMMENDATION:**

Receive and file the Public Works/Engineering Department Quarterly Report.

**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 - July 9, 2025 - Regular Meeting**

Presented By: Janet Morales , City Clerk's Office

**RECOMMENDATION:**

Approve the minutes as presented.

**1.2 July 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 7-1-2025 in the amount of \$73,904.00.
2. Warrant Register dated 7-3-2025 in the amount of \$1,050,067.94.
3. Warrant Register dated 7-10-2025 in the amount of \$210,192.84.
4. Warrant Register dated 7-17-2025 in the amount of \$149,511.54.
5. Warrant Register dated 7-24-2025 in the amount of \$760,969.84.
6. Warrant Register dated 7-29-2025 in the amount of \$4,147.08.
7. Warrant Register dated 7-31-2025 in the amount of \$268,171.82.
8. Wire Transfer Register dated 7-31-2025 in the amount of \$91,282.93.
9. Payroll Register dated 8-1-2025 in the amount of \$728,932.76.

**1.3 June 2025 City Treasurers Report**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Approve the Treasurer's Report for June 2025.

**1.4 Development Code Amendment No. 2025-01 (Cannabis) - Second Reading and Adoption of an Ordinance No. 252 revising Title 17 (Development Code) of the Wildomar Municipal Code**

Location: Citywide

Presented By: Robert Flores , Planning Department

**RECOMMENDATION:**

1. Determine that Development Code Amendment No. 2025-01, and its adopting Ordinance No. 252, are exempt under the California Environmental Quality Act (CEQA) and CEQA Guidelines, pursuant to the commonsense exemption, Section 15061(b)(3) of the CEQA Guidelines; and

2. Conduct a second reading by title only and adopt Ordinance No. 252 amending Title 17 (Development Code) of the Wildomar Municipal Code, as entitled:

ORDINANCE NO. 252

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING DEVELOPMENT CODE AMENDMENT NO. 2025-01 AMENDING VARIOUS CHAPTERS OF THE WILDOMAR MUNICIPAL CODE RELATED TO CANNABIS BUSINESSES

**1.5 Adoption of the City of Wildomar Employer-Employee Relations Resolution**

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, ADOPTING THE EMPLOYER-EMPLOYEE RELATIONS RESOLUTION

**1.6 TUMF Improvement and Credit/Reimbursement Agreement for Tract No. 37156 (Camelia Townhomes)**

Location: East Side of Palomar Street Immediately North of the Wildomar/Murrieta Border

Presented By: Jason Farag , Public Works/ Engineering Department

**RECOMMENDATION:**

Authorize the Interim City Manager to execute the Transportation Uniform Mitigation Fee (TUMF) Improvement and Credit/Reimbursement Agreement with the Western Riverside Council of Governments (WRCOG) and KB Cal Management Services, LLC, for the Camelia Townhomes Project.

**1.7 Funding Agreements with the Riverside County Transportation Commission for the Mission Trail/Sedco and Palomar Street Sidewalk, Bike Lanes, and Multi-Purpose Trail Projects**

Location: Mission Trail (Elberta Ave to Malaga Road) and Palomar Street (Clinton Keith Road to Harwood Lane)

Presented By: Jason Farag , Public Works/ Engineering Department

**RECOMMENDATION:**

1. Accept \$726,000 from the Riverside County Transportation Commission (RCTC) in SB 821 Bicycle and Pedestrian Facilities Program funding for the Mission Trail/Sedco Sidewalk and Bike Lanes Project (Phase 3) from Elberta Ave to Malaga Road (CIP 044-3).

2. Approve a supplemental appropriation in the amount of \$726,000 and increase projected revenues in the amount of \$726,000 in TDA Fund 202 for CIP 044-3 in FY 2025/26.

3. Accept \$525,235 from the Riverside County Transportation Commission (RCTC) in SB 821 Bicycle and Pedestrian Facilities Program funding for the Palomar Street Sidewalk, Trail, and Bike Lanes Project (Phase 3) from Clinton Keith Road to Harwood Lane (CIP 028-3).

4. Authorize the Interim City Manager to execute Funding Agreements No. 21-62-117-00 and 21-62-118-00 with RCTC.

**1.8 Construction Contract Award - Catch Basin Filter Retrofit Project (CIP 091)**

Location: Various Maintenance District Zones Citywide (LLMD 89-1C Zones 52, 59, 62, and 67)

Presented By: Jason Farag , Public Works/ Engineering Department

**RECOMMENDATION:**

1. Authorize the Interim City Manager to execute a construction contract with Storm Drain Innovate Solutions Inc. (SWIS) in the amount of \$299,000.46 for the Catch Basin Filter Retrofit Project (CIP 091) (Project) and waive any informality or irregularity in the bid.

2. Authorize the Public Works Director/City Engineer to approve change orders not to exceed 10% of the construction contract amount, in the amount of \$29,900 (contingency).

3. Approve a supplemental appropriation for Fund 601 (LLMD) to add \$75,000 in expenditures for the Project.

4. Make a finding that the Catch Basin Filter Retrofit Project, CIP 091, is exempt from the provisions of the California Environmental Quality Act (CEQA) and Multiple Species Habitat Conservation Plan (MSHCP) fees.

**1.9 First Amendment to Cooperative Agreement with WRCOG and RCTC for the Bundy Canyon Rd./Wildomar Trail Interchange Improvement Projects (CIP 070/074)**

Location: Wildomar Trail at I-15, Bundy Canyon Rd. at I-15

Presented By: Jason Farag , Public Works/ Engineering Department

**RECOMMENDATION:**

Authorize the Interim City Manager to execute Amendment No. 1 to Cooperative Agreement between RCTC, City of Wildomar, and WRCOG for the Bundy Canyon Rd./Wildomar Trail Interchange Improvement Projects

**1.10 Sole Source Agreement for Professional Services with Hinderliter Dellamas & Associates (HdL) for Business Registration Management and Administration**

Presented By: Kimberly Davidson , Economic Development Department

**RECOMMENDATION:**

Authorize the Interim City Manager to execute a sole source Agreement for Professional Services with HdL Software LLC.

**1.11 Modifying the Schedule and Requirements for Wildomar Cemetery District Board Meetings**

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 MODIFYING THE SCHEDULE AND REQUIREMENTS FOR WILDOMAR CEMETERY DISTRICT BOARD MEETINGS

**1.12 Fifth Amendment to Agreement with RRM Design Group, Inc., for the 27-Acre Park Project (CIP 062-1)**

Location: Northeast Corner of La Estrella Street and Susan Drive (APN: 376-350-009 and 376-350-017)

Presented By: Cameron Luna , Public Works/ Engineering Department

**RECOMMENDATION:**

Authorize the Interim City Manager to execute the Fifth Amendment to the Agreement with RRM Design Group for the 27-Acre Park Project for an amount not to exceed \$108,296.

**2. PUBLIC HEARINGS**

**2.1 Development Code Amendment No. 2025-04 (Gas Stations, Car Washes, and Storage Uses) - Introduce Ordinance No. \_\_\_\_ revising Title 17 (Development Code) of the Wildomar Municipal Code**

Location: Citywide

Presented By: Robert Flores , Planning Department

**RECOMMENDATION:**

1. Determine that Development Code Amendment (DCA) No. 2025-04, and associated Ordinance No. [next in order], 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.

2. Introduce Ordinance No. \_\_\_\_ and conduct the first reading by title only for ordinance, based on the necessary finding within, entitled:

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE WILDOMAR CITY COUNCIL AMENDING WILDOMAR MUNICIPAL CODE TITLE 17 (ZONING) TO RESTRICT AND REGULATE CAR WASHES, SERVICES STATIONS, AND STORAGE FACILITIES; ENABLE THE ESTABLISHMENT OF OVERLAY ZONES; AND ESTABLISH THE HISTORIC AND DOWNTOWN OVERLAY DISTRICT

3. Direct the City Clerk to schedule the second reading of Ordinance No. \_\_\_\_ at the next regular City Council meeting or as soon thereafter as feasible.

**2.2 General Plan Amendment No. 2025-01 (Safety Element) - Adoption of Resolution to incorporate the of 2022 LHMP into the Wildomar General Plan, Safety Element (Chapter 9)**

Location: Citywide

Presented By: Robert Flores , Planning Department

**RECOMMENDATION:**

1. Determine that General Plan Amendment No. 2025-01, and associated resolution, are 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; and

2. Adopt a Resolution approving General Plan Amendment No. 2025-01 to adopt and incorporate by reference the 2022 Wildomar Local Hazard Mitigation Plan into the Safety Element, based on necessary findings within, and entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING GENERAL PLAN AMENDMENT NO. 2025-01 AND INCORPORATING BY REFERENCE THE 2022 WILDOMAR LOCAL HAZARD MITIGATION PLAN INTO THE WILDOMAR GENERAL PLAN, SAFETY ELEMENT

**2.3 Adoption of Revised Fire Safety and Prevention Fee Schedule**

Presented By: Paul Leach , Administrative Services Department

**RECOMMENDATION:**

Adopt a Resolution entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING THE ATTACHED SCHEDULE OF USER FEES FOR FIRE SAFETY AND PREVENTION

**3. GENERAL BUSINESS**

**3.1 Amendment to the City of Wildomar Personnel Rules and Regulations, Update to the City's Harassment, Discrimination, and Retaliation Prevention Policy, and Adoption of a Drug- and Alcohol-Free Workplace Policy**

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 THE REVISION OF THE CITY'S PERSONNEL RULES AND REGULATIONS, APPROVING THE UPDATE TO THE HARASSMENT, DISCRIMINATION AND RETALIATION PREVENTION POLICY, AND ADOPTING A DRUG- AND ALCOHOL-FREE WORKPLACE POLICY

**3.2 Addition of Fire Safety Specialist Position**

Presented By: Paul Leach , Fire Department

**RECOMMENDATION:**

Approve the addition of one Fire Safety Specialist to be provided through the Riverside County contract on behalf of the Fire Department.

**3.3 Proposed Amendments to Municipal Code 12.12.010 - City Parks and Open Space Areas**

Presented By: Daniel Torres , Community Services Department

**RECOMMENDATION:**

Discuss and provide direction regarding proposed amendments to Wildomar Municipal Code § 12.12.010

### **3.4 League of California Cities Annual General Business Meeting Voting Delegate and Alternate(s)**

Presented By: Janet Morales , City Clerk's Office

#### **RECOMMENDATION:**

1. Ratify Council Member Morabito as the Voting Delegate, Council Member Moore as the Alternate and consider appointing one other Council Member as another alternate for the League of California Cities Annual General Business Meeting; and
2. Authorize staff to complete and submit the official Voting Delegate/Alternate form to the League of California Cities.

#### **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 - Oct. 2025
2. Street Lighting Options for neighborhoods that don't currently have lighting - Marquez - In process
3. Discuss potential Public Safety Subcommittee - DePhillippo - TBD
4. ~~Park Rental Policy - Morabito - Aug. 2025~~
5. Shed Setback from property line - DePhillippo - Oct. 2025
6. ~~Collaboration with Native Plant Network - Marquez - Aug. 2025~~

#### **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 - July 9, 2025 - Regular Meeting**

Presented By: Janet Morales , City Clerk's Office

##### **RECOMMENDATION:**

Approve the minutes as presented.

##### **4.2 July 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 7-3-2025 in the amount of \$352.83.
2. Warrant Register dated 7-10-2025 in the amount of \$2,014.76.
3. Warrant Register dated 7-17-2025 in the amount of \$150.08.
4. Warrant Register dated 7-24-2025 in the amount of \$3,468.09.
5. Warrant Register dated 7-31-2025 in the amount of \$7,026.16.

**4.3 June 2025 Cemetery Treasurers Report**

Presented By: Adam Jantz , Administrative Services Department

**RECOMMENDATION:**

Staff recommend that the Board of Trustees approve the Treasurer's Report for June 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://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: [Wildomar.gov](http://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 Wildomar.gov.

Janet Morales, CMC  
City Clerk  
Dated: August 8, 2025