



CITY COUNCIL/CEMETERY DISTRICT BOARD - REGULAR MEETING

WEDNESDAY, NOVEMBER 12, 2025

Regular Session 6:00 PM

COUNCIL CHAMBERS 23873 CLINTON KEITH ROAD SUITE 106 WILDOMAR, CA

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 – REGULAR JOINT SESSION - 6:00 P.M.

ROLL CALL

Council/Board discussion and determination on whether an absence is excused.

FLAG SALUTE

MOMENT OF SILENCE AND REFLECTION

PRESENTATIONS

Presentations/Recognitions

DEPARTMENT REPORTS

Police Department Quarterly Update

Presented By: Lt. Jeff Reese, Police Department

RECOMMENDATION:

Receive the quarterly update for July - September, 2025

Fire Department Quarterly Update

Presented By: Chief Dustin Reed, Fire Department

RECOMMENDATION:

Receive the quarterly update for July - September, 2025.

Wildomar Library Quarterly Update

Presented By: Sandra Brautigam, Wildomar Library

RECOMMENDATION:

Receive the quarterly update for July - September, 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/ 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 - September 24, 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 - September 26, 2025 - Adjourned Regular Meeting

Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

1.3 October 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 10-2-2025 in the amount of \$282,290.26
2. Warrant Register dated 10-9-2025 in the amount of \$782,034.20
3. Warrant Register dated 10-16-2025 in the amount of \$201,649.07
4. Warrant Register dated 10-23-2025 in the amount of \$320,552.50
5. Warrant Register dated 10-29-2025 in the amount of \$1,140.26
6. Warrant Register dated 10-30-2025 in the amount of \$860,585.63
7. Wire Transfer Register dated 10-31-2025 in the amount of \$32,287.89
8. Payroll Register dated 11-1-2025 in the amount of \$519,093.12

1.4 October 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 10-2-2025 in the amount of \$9,872.48
- 2. Warrant Register dated 10-9-2025 in the amount of \$2,186.87
- 3. Warrant Register dated 10-16-2025 in the amount of \$25.97
- 4. Warrant Register dated 10-23-2025 in the amount of \$1,257.18
- 5. Warrant Register dated 10-30-2025 in the amount of \$7,164.54

1.5 September 2025 City Treasury Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the City Treasury Report for September 2025.

1.6 September 2025 Cemetery Treasury Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the Treasury Report for September 2025.

1.7 Development Code Amendment No. 2025-05A (Sheds & Accessory Dwelling Units) - Second Reading and Adoption of Ordinance No. 256 revising Title 17 (Development Code) of the Wildomar Municipal Code

Location: Citywide

Presented By: Abdu Lachgar , Planning Department

RECOMMENDATION:

1. Determine that Development Code Amendment (DCA) No. 2025-05A, and its adopting Ordinance No. 256, 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. Conduct a second reading by title only and adopt Ordinance No. 256 amending Title 17 (Development Code) of the Wildomar Municipal Code, as entitled:

ORDINANCE NO. 256

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING DEVELOPMENT CODE AMENDMENT NO. 2025-05A TO REVISE VARIOUS CHAPTERS WITHIN TITLE 17 (DEVELOPMENT CODE) OF THE WILDOMAR MUNICIPAL CODE, INCLUDING CHAPTER 17.185 (ACCESSORY STRUCTURES) AND CHAPTER 17.195 (ACCESSORY DWELLING UNITS)

1.8 2nd Reading of Ordinance 255 for formation of 2025-2 (Westpark Promenade)

Presented By: Heidi Schrader , Administrative Services Department

RECOMMENDATION:

Adopt an Ordinance entitled:

ORDINANCE NO. 255

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR
CALIFORNIA ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF
COMMUNITY FACILITIES DISTRICT NO. 2025-2 (WESTPARK PROMENADE)
OF THE CITY OF WILDOMAR AUTHORIZING THE LEVY OF SPECIAL TAXES

1.9 Notice of Completion - 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:

Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,
CALIFORNIA ACCEPTING THE CATCH BASIN FILTER RETROFIT PROJECT
(CIP 091) AS COMPLETE AND AUTHORIZING STAFF TO PREPARE AND FILE
THE NOTICE OF COMPLETION WITH THE RIVERSIDE COUNTY RECORDER

1.10 Purchase of Riverpark Mitigation Bank Credits for the Bundy Canyon Rd. Improvement Project, Segment 2 (CIP 026-2) - Revised Agreement

Location: Bundy Canyon Rd. (Oak Canyon Dr. to Harvest Way)

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

Authorize the City Manager to execute the revised Mitigation Credit Purchase Agreement between the City of Wildomar and EIP III Credit Co., LLC (Riverpark Mitigation Bank Sponsor) for the Bundy Canyon Rd. Improvement Project, Segment 2 (Project)

1.11 Fees associated to change the exiting application into a Conditional Use Permit (CUP) for the Rezzo Coffee Project (PLN24-0022)

Location: Northeast corner of Clinton Keith Rd. and Arya Rd. (APN 380-240-006)

Presented By: Robert Flores , Planning Department

RECOMMENDATION:

Waive the additional fees, totaling \$10,213.00, required to transition the Rezzo Coffee Project (PLN24-0022) from the original Plot Plan application to a Conditional Use Permit application, as currently required by the Wildomar Municipal Code for drive-thru restaurants.

1.12 Tri-Party Consulting Service Agreement for the Melia Homes Project (PLN25-0048) Environmental Documentation

Presented By: Robert Flores , Planning Department

RECOMMENDATION:

1. Authorize the City Manager to execute a Tri-Party Consultant Services Agreement (Attachment A) between the City of Wildomar, Wildomar D&T, LLC. and EPD Solutions, Inc. for preparation of environmental documentation for the Melia Homes Project; and

2. Authorize the City Manager to execute a Consultant Services Agreement/Contract between the City of Wildomar and EPD Solutions, Inc. for preparation of environmental documentation for the Melia Homes Project, based on the proposed scope shown in Attachment B.

1.13 Annual Local Agency Special Tax and Bond Accountability Report for Fiscal Year 2024-2025

Presented By: Heidi Schrader , Administrative Services Department

RECOMMENDATION:

Receive the Annual Local Agency Special Tax and Bond Accountability Report for Fiscal Year 2024-2025 to fulfill the annual reporting requirements of Senate Bill 165.

1.14 Resolution Designating the Time, Date and Location of Regular City Council 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, REPEALING AND REPLACING RESOLUTION NO. 2023-75, DESIGNATING THE TIME, DATE, AND LOCATION OF CITY COUNCIL MEETINGS

- 1.15 Annual Report of completed State mandated fire and life safety inspections by the City of Wildomar in compliance with SB 1205 for Fiscal Year 2024-2025**
Presented By: Paul Leach , Fire Department

RECOMMENDATION:

Adopt a Resolution entitled:

RESOLUTION NO. 2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE RIVERSIDE COUNTY FIRE DEPARTMENT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRING ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13145, 13146, AND 17921 OF THE CALIFORNIA HEALTH AND SAFETY CODE

2. PUBLIC HEARINGS

- 2.1 Public Hearing, Second Reading, and Adoption of Ordinance Nos. 257 and 258, adopting the 2025 California Building Standards Code**
Presented By: Scott Burns , Building and Safety Department

RECOMMENDATION:

Open the public hearing, take public testimony, and subsequently, take the following actions:

1. ADOPT Ordinance No. 257, entitled:

ORDINANCE NO. 257

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTERS 15.08, 15.12, 15.16, 15.18, 15.20, 15.22, 15.24, 15.28, 15.32, 15.38 AND 15.52 OF THE WILDOMAR MUNICIPAL CODE TO ADOPT THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PARTS 2 THROUGH 12, INCLUSIVE), WITH SPECIFIED APPENDICES, AND INCLUDING ALL AMENDMENTS THERETO.

2. ADOPT Ordinance No. 258, entitled:

ORDINANCE NO. 258

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTERS 8.28 OF THE WILDOMAR MUNICIPAL CODE TO ADOPT THE 2025 CALIFORNIA FIRE CODE AND CREATION OF CHAPTER 8.30 TO ADOPT THE 2025 WILDLAND-URBAN INTERFACE CODE EDITIONS OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PARTS 2 THROUGH 12, INCLUSIVE)

3. GENERAL BUSINESS

3.1 FY2025-26 1st Quarter Budget Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Review and approve the Fiscal Year 2025-26 1st Quarter Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____

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 Wildomar Pre-Approved Accessory Dwelling Unit (PRADU) Architectural Plans Program

Location: Citywide

Presented By: Abdu Lachgar , Planning Department

RECOMMENDATION:

Receive and file.

3.3 Updated Fencing Recommendations for Bundy Canyon Rd. and Monte Vista Dr. at the Riverside County Flood Control Lateral C Basin

Location: Southeast Corner of Bundy Canyon Rd. and Monte Vista Dr.

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

Receive updated recommendations for and provide final direction regarding the type of fencing to be constructed along the City right-of-way surrounding the Riverside County Flood Control and Water Conservation District Lateral C Basin on Bundy Canyon Rd. and Monte Vista Dr.

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

Future Agenda Items

RECOMMENDATION:

Title- Councilmember-Anticipated Date

1. Expand Pavement Management/Road Rehab Program for private/public roads - Marquez - Jan. 2025
2. Street Lighting Options for certain neighborhoods - Marquez - In process
3. Discuss potential Public Safety Subcommittee - DePhillippo - TBD
4. Policy for private maintenance on walls due to graffiti - Morabito - TBD
5. Anti-loitering Options - Morabito - TBD
6. Sober-living home Ordinance - Moore - TBD

ADJOURNMENT

Adjourn the City Council Meeting to an Adjourned Regular Meeting on December 3, 2025 at 6:00 p.m.. (The December 10, 2025, City Council meeting has been moved to December 3, 2025)

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 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. 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, 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, CMC

City Clerk

Dated: November 7, 2025