



CITY COUNCIL/CEMETERY DISTRICT BOARD - REGULAR MEETING

MONDAY, OCTOBER 13, 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.

RECONVENE INTO OPEN SESSION

ANNOUNCEMENTS

ADJOURN CLOSED SESSION

CALL TO ORDER – ADJOURNED 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

Other recognitions/presentations.

DEPARTMENT REPORTS

Community Development Department Update

Presented By: Robert Flores, Planning Department

RECOMMENDATION:

Receive the update.

PUBLIC COMMENTS

*This is the time when the City Council/Cemetery District Board 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/ 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.*

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 - August 26, 2025 - Special Meeting

Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

1.2 City Council/ Cemetery District Board Minutes - September 10, 2025 - Regular Meeting

Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

1.3 September 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 9-2-2025 in the amount of \$31.50
2. Warrant Register dated 9-4-2025 in the amount of \$125,599.40
3. Warrant Register dated 9-9-2025 in the amount of \$1,035.30
4. Warrant Register dated 9-11-2025 in the amount of \$459,879.86
5. Warrant Register dated 9-18-2025 in the amount of \$650,866.81.
6. Warrant Register dated 9-25-2025 in the amount of \$2,175,257.65.
7. Wire Transfer Register dated 9-30-2025 in the amount of \$56,094.15.
8. Payroll Register dated 10-1-2025 in the amount of \$511,785.25.

1.4 September 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 9-4-2025 in the amount of \$1,235.46.
2. Warrant Register dated 9-11-2025 in the amount of \$2,988.55.
3. Warrant Register dated 9-18-2025 in the amount of \$1,218.90.
4. Warrant Register dated 9-25-2025 in the amount of \$290.01.

1.5 August 2025 City Treasury Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the City Treasury Report for August 2025.

1.6 August 2025 Cemetery Treasury Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the Treasury Report for August 2025.

1.7 2nd Reading of Ordinance No. 254 - City Parks and Open-Space Prohibitions Amendment

Presented By: Daniel Torres , Community Services Department

RECOMMENDATION:

Adopt an Ordinance entitled:

ORDINANCE NO. 254

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTER 12.12 (CITY PARKS AND OPEN-SPACE AREAS) OF THE WILDOMAR MUNICIPAL CODE

1.8 First Amendment to Agreement for Services with CivicPlus, LLC, for Additional Product Services (CivicRec, SeeClickFix, Single Sign-On)

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

Authorize the City Manager to execute the First Amendment to Agreement for Services with CivicPlus, LLC

1.9 Streambed Alteration Agreement with the California Department of Fish and Wildlife for the Clinton Keith Rd. Widening Project (CIP 025-1)

Location: Clinton Keith Rd. (Hidden Springs Rd. to Copper Craft Dr.)

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

Authorize the City Manager or his designee to execute a Streambed Alteration Agreement with the California Department of Fish and Wildlife for the Clinton Keith Rd. Widening Project, and authorize the City Manager or his designee to approve and execute any revisions to the Agreement that do not increase the City's costs or obligations under the Agreement.

1.10 Clinton Keith Road Slope Easement Vacation (Chiquito Battery Energy Storage Facility)

Location: APN 380-150-019 (vacant land northeast of 22800 Grand Ave, Wildomar, CA 92595)

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 SUMMARILY VACATING A CITY SLOPING EASEMENT AND RESERVING AND EXEMPTING CERTAIN EASEMENTS THEREIN FROM SUCH VACATION, PURSUANT TO STREETS AND HIGHWAYS CODE CHARTER 4, ARTICLE 2, SECTION 8330 ET SEQ.

1.11 Background Check Policy for Commissioners and Committee Members

Presented By: Janet Morales , Administrative Services Department

RECOMMENDATION:

Adopt the Background Check Policy for Commissioners and Committee Members.

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

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 a 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)

1.13 Formation and Designation of Tax Zone O of Community Facilities District No. 2025-S (Services) for Camelia

Presented By: Heidi Schrader , Administrative Services Department

RECOMMENDATION:

That the City Council adopt the following Resolution:

RESOLUTION NO. 2025 - _____

RESOLUTION OF CITY COUNCIL OF THE CITY OF WILDOMAR DECLARING ITS INTENTION TO ESTABLISH COMMUNITY FACILITIES DISTRICT NO. 2025-S (SERVICES) OF THE CITY OF WILDOMAR, TO AUTHORIZE THE LEVY OF A SPECIAL TAX ON PROPERTY WITHIN THE DISTRICT TO PAY THE COSTS OF PROVIDING MAINTENANCE AND PUBLIC SAFETY SERVICES

1.14 Notice of Completion - Marna O'Brien Rubberized Play Surface Project (CIP 102)

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 MARNA O'BRIEN RUBBERIZED PLAY SURFACE PROJECT (CIP 102) AS COMPLETE AND AUTHORIZING STAFF TO PREPARE AND FILE THE NOTICE OF COMPLETION WITH THE RIVERSIDE COUNTY RECORDER

1.15 Construction Contract Award - Bundy Canyon Road/Harvest Way Traffic Signal Project (CIP 088) and Signalized Intersection Improvements Project (CIP 089)

Location: Grand Avenue and Corydon Road, Bundy Canyon Road and Orange Street, Bundy Canyon Road and Harvest Way
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

1. Authorize the City Manager to execute a construction contract with PTM General Engineering Services, Inc. in the amount of \$927,027 for the Bundy Canyon Road/Harvest Way Traffic Signal Project (CIP 088) and Signalized Intersection Improvements Project (CIP 089) ("Projects") 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 \$92,703 (contingency).
3. Authorize the Public Works Director/City Engineer to execute a work order with Geocon West, Inc. in the amount of \$3,000 for material testing services for CIP 088.
4. Authorize the Public Works Director/City Engineer to execute a work order with TKE Engineering, Inc. in the amount of \$91,161 for Construction Management services for the Projects.
5. Approve a supplemental appropriation for Fund 201 (Measure A) to increase \$45,000 in revenue and expenditures for CIP 088.
6. Approve a deappropriation of Fund 510 (Bond Proceeds) to decrease \$500,000 from CIP 088.
7. Approve a supplemental appropriation for Fund 506 (HSIP) to increase \$142,400 in revenue and expenditures for CIP 089.
8. Approve a deappropriation of Fund 201 (Measure A) to decrease \$117,400 from CIP 089.
9. Make a finding that the Projects, CIP 088 and CIP 089, are exempt from the Multiple Species Habitat Conservation Plan (MSHCP) fees.
10. Approve the plans and designs of both the Bundy Canyon Road & Harvest Way Traffic Signal Project (CIP 088) and the Signalized Intersection Improvements Project (CIP 089).
11. 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 AWARDED A CONSTRUCTION CONTRACT FOR THE BUNDY CANYON ROAD/HARVEST WAY TRAFFIC SIGNAL PROJECT (CIP 088) AND SIGNALIZED INTERSECTION IMPROVEMENTS PROJECT (CIP 089)

(“PROJECTS”) AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH PTM GENERAL ENGINEERING SERVICES, INC.

1.16 Resolution of Issuance CFD 2025-1 (Camelia)

RECOMMENDATION:

1. Adopt a Resolution entitled:

RESOLUTION NO. 2025-____
RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR TO ESTABLISH COMMUNITY FACILITIES DISTRICT 2025-1 (CAMELIA) OF THE CITY OF WILDOMAR, TO AUTHORIZE THE LEVY OF A SPECIAL TAX TO PAY THE COSTS OF ACQUIRING OR CONSTRUCTING CERTAIN FACILITIES AND TO PAY DEBT SERVICE ON BONDED INDEBTEDNESS

2. Adopt a Resolution entitled:

RESOLUTION NO. 2025-____
RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR TO INCUR BONDED INDEBTEDNESS IN AN AMOUNT NOT TO EXCEED \$10,000,000 WITHIN PROPOSED COMMUNITY FACILITIES DISTRICT NO. 2025-1 (CAMELIA) OF THE CITY OF WILDOMAR

1.17 Budget Adjustment - Palomar St. Widening (Phase 2) and Cemetery Improvements (Phase 1) Projects (CIP 028-2, 067-1)

Location: Palomar St. (Wildomar Trail to Lone Ln.), Gruwell St. (Palomar St. to Orange St.), and the Wildomar Cemetery

Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:

1. Approve supplemental appropriations to add revenues and expenditures towards the Palomar St. Widening (Phase 2) Project (CIP 028-2) as follows:

- Measure A (Fund 201)
 - Increase expenditures by \$153,000
- TDA Fund (Fund 202)
 - Increase revenues by \$161,100
 - Increase expenditures by \$161,100
- DIF Roads (Fund 440)
 - Increase expenditures by \$56,085
- Capital Reinvestment (Fund 500)
 - Increase revenues by \$86,750
 - Increase expenditures by \$86,750
- TUMF (Fund 503)
 - Increase revenues by \$898,269
 - Increase expenditures by \$898,269
- Misc. State Funds (Fund 507)
 - Increase revenues by \$13,500
 - Increase expenditures by \$13,500
- Bond Proceeds (Fund 510 - CFD 2017-2)
 - Increase revenues by \$172,401
 - Increase expenditures by \$172,401
- Bond Proceeds (Fund 510 - General)
 - Increase revenues by \$1,060,476
 - Increase expenditures by \$1,060,476

2. Approve a construction contract contingency increase from 5% to 10% and authorize the Public Works Director/City Engineer to approve change orders not to exceed 10% of the construction contract amount, in the amount of \$769,569 (contingency).

2. PUBLIC HEARINGS

2.1 Resolution of Formation CFD 2025-2 (Westpark Promenade)
Presented By: Heidi Schrader , Administrative Services Department

RECOMMENDATION:

1. Adopt a Resolution entitled:

RESOLUTION NO. 2025-____
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR ESTABLISHING COMMUNITY FACILITIES DISTRICT NO. 2025-2 (WESTPARK PROMENADE) OF THE CITY OF WILDOMAR, AUTHORIZING THE LEVY OF A SPECIAL TAX THEREIN, CALLING AN ELECTION AND APPROVING AND AUTHORIZING CERTAIN ACTIONS RELATED THERETO

2. Adopt a Resolution entitled:

RESOLUTION NO. 2025-____
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2025-2 (WESTPARK PROMENADE) OF THE CITY OF WILDOMAR DETERMINING THE NECESSITY TO INCUR BONDED INDEBTEDNESS IN AN AMOUNT NOT TO EXCEED \$17,000,000 WITHIN COMMUNITY FACILITEIS DISTRICT NO. 2025-2 (WESTPARK PROMENADE) OF THE CITY OF WILDOMAR AND CALLING AN ELECTION THEREIN

3. Adopt a Resolution entitled:

RESOLUTION NO. 2025-____
RESOLUTION 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 CERTIFYING ELECTION RESULTS

4. Introduce and read by title only:

ORDINANCE NO. 2025-____
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

2.2 Development Code Amendment No. 2025-05A (Sheds & Accessory Dwelling Units) - Introduce Ordinance 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 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 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)

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.

3. GENERAL BUSINESS

3.1 Introduction, First Reading, and setting of the Public Hearing for the 2025 California Building Standards Code Update

Presented By: Scott Burns , Building and Safety Department

RECOMMENDATION:

1. Introduce and approve the first reading of an Ordinance entitled :

ORDINANCE NO. _____

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. Introduce and approve the first reading of an Ordinance entitled:

ORDINANCE NO. _____

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. Set the public hearing for November 12, 2025, to hear testimony in these matters.

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

1. Potential Future Agenda Item: Shipping Container Ordinance

FUTURE AGENDA ITEMS

Future Agenda Items

RECOMMENDATION:

Title- Councilmember-Anticipated Date

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

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 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: October 9, 2025*