

# CITY OF WILDOMAR CITY COUNCIL AND WILDOMAR CEMETERY DISTRICT AGENDA

5:30 P.M. – CLOSED SESSION  
6:30 P.M. – REGULAR MEETING

JANUARY 10, 2018  
Council Chambers  
23873 Clinton Keith Road, Suite 106, Wildomar CA



Ben J. Benoit, Mayor/Chair, District 1  
Marsha Swanson, Mayor Pro Tem/Vice Chair, District 5  
Bridgette Moore, Council Member/Trustee, District 4  
Dustin Nigg, Council Member/Trustee, District 2  
Timothy Walker, Council Member/Trustee, District 3

Gary Nordquist  
City Manager/General Manager

Thomas D. Jex  
City Attorney/District Counsel

## **WILDOMAR CITY COUNCIL AND WILDOMAR CEMETERY DISTRICT REGULAR MEETING AGENDA JANUARY 10, 2018**

**ORDER OF BUSINESS:** Public sessions of all regular meetings of the City Council begin at 6:30 p.m. Closed Sessions begin at 5:30 p.m. or such other time as noted.

**REPORTS:** All agenda items and reports are available for review at Wildomar City Hall, 23873 Clinton Keith Road; Mission Trail Library, 34303 Mission Trail Blvd.; and on the City's website, [www.cityofwildomar.org](http://www.cityofwildomar.org). 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 for public inspection at City Hall during regular business hours.

**PUBLIC COMMENTS:** Prior to the business portion of the agenda, the City Council will receive public comments regarding any items or matters within the jurisdiction of the governing body. The Mayor will separately call for testimony at the time of each public hearing. If you wish to speak, it is requested to complete a "Public Comment Card" available at the Chamber door. The form is to be submitted to the City Clerk prior to an individual being heard. **Lengthy testimony should be presented to the Council in writing (15 copies) and only pertinent points presented orally.** The time limit established for public comments is three minutes per speaker.

**ADDITIONS/DELETIONS:** Items of business may be added to the agenda upon a motion adopted by a minimum 2/3 vote finding that there is a need to take immediate action and that the need for action came to the attention of the City subsequent to the agenda being posted. Items may be deleted from the agenda upon request of staff or upon action of the Council.

**CONSENT CALENDAR:** Consent Calendar items will be acted on by one roll call vote unless Council members, staff, or the public request the item be discussed and/or removed from the Consent Calendar for separate action.

**PLEASE TURN ALL DEVICES TO VIBRATE/MUTE/OFF  
FOR THE DURATION OF THE MEETING. YOUR  
COOPERATION IS APPRECIATED.**

**CALL TO ORDER – CLOSED SESSION - 5:30 P.M.**

**ROLL CALL**

**PUBLIC COMMENTS**

**CLOSED SESSION**

1. The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9(d)(4) to confer with legal counsel with regard to one matter of potential initiation of litigation.
2. The City Council will meet in closed session to hold a conference with its Labor Negotiator regarding Unrepresented Employees pursuant to Government Code 54957.6:  
Agency representative: Gary Nordquist  
Unrepresented employees: All non-contracted employees

**CONVENE INTO OPEN SESSION**

**ANNOUNCEMENTS**

**ADJOURN**

## **SPECIAL ORDER OF BUSINESS**

2017 Mayor Timothy Walker Passes the Gavel to 2018 Mayor Ben J. Benoit.

## **CALL TO ORDER REGULAR SESSION - 6:30 P.M.**

## **ROLL CALL**

## **FLAG SALUTE**

## **PRESENTATIONS**

1. Recognition of 2017 Mayor Timothy Walker
2. Fire Department Update
3. Other City Recognitions/Presentations

## **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.

State law allows the Council to only talk about items that are listed on the agenda. **Speakers are allowed to raise issues not listed on the agenda; however, the law does not allow the City Council to discuss those issues during the meeting.** After hearing the matter, the Mayor will turn the matter over to the City Manager who will put you in contact with the proper Staff person. Each speaker is asked to fill out a Public Comments Card available at the Chamber door and submit the card to the City Clerk. **Lengthy testimony should be presented to the Council in writing (15 copies) and only pertinent points presented orally.** The time limit established for public comments is three minutes per speaker.

Prior to taking action on any item that is on the agenda, the public will be permitted to comment at the time it is considered by the City Council.

## **COUNCIL COMMUNICATIONS**

1. Community events
2. Regional events
3. Chamber of Commerce
4. Riverside Conservation Authority (RCA)
5. Riverside Transit Agency (RTA)
6. Riverside County Transportation Commission (RCTC)
7. League of California Cities
8. Southern California Association of Governments (SCAG)
9. Riverside County Habitat Conservation Agency (RCHCA)
10. Western Riverside Council of Governments (WRCOG)
11. South Coast Air Quality Management District (SCAQMD)
12. Ad Hoc & Subcommittees

## **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.

### **1.0 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 Reading of Ordinances**

**RECOMMENDATION:** Staff recommends that the City Council approve the reading by title only of all ordinances.

#### **1.2 Minutes – December 13, 2017 Regular Meeting**

**RECOMMENDATION:** Staff recommends that the City Council approve the Minutes as submitted.

#### **1.3 Warrant & Payroll Registers**

**RECOMMENDATION:** Staff recommends that the City Council approve the following:

1. Warrant Register dated 12-07-2017 in the amount of \$69,977.22;
2. Warrant Register dated 12-07-2017 in the amount of \$7,897.99;
3. Warrant Register dated 12-14-2017 in the amount of \$341,244.76;
4. Warrant Register dated 12-21-2017 in the amount of \$235,465.55;
5. Payroll Register dated 01-01-2018 in the amount of \$87,870.47.

- 1.4 **Treasurer's Report**  
**RECOMMENDATION:** Staff recommends that the City Council approve the Treasurer's Report for November, 2017.
- 1.5 **Declare Three Vacancies on the Measure Z Citizens Oversight Committee (Bundy, Hitchcock, Rux)**  
**RECOMMENDATION:** Staff recommends that the City Council:
1. Declare three vacancies on the Measure Z Oversight Advisory Committee, for seats currently held by Kathleen Bundy, Shelley Hitchcock and Scott Rux; and
  2. Direct the City Clerk to advertise for the vacancies.
- 1.6 **Santa Rosa Plateau Nature Education Foundation (SRPNEF) Special Event Memorandum of Understanding (MOU)**  
**RECOMMENDATION:** Staff recommends that the City Council approve and authorize the City Manager to sign the MOU with SRPNEF.
- 1.7 **Amendment to Agreement for Legal Services with Burke, Williams, and Sorensen**  
**RECOMMENDATION:** Staff recommends that the City Council approve and authorize the City Manager to execute an amendment to the Agreement for Legal Services with Burke, Williams, and Sorensen.
- 1.8 **Ordinance No. 144 Second Reading - CFD No. 2017-1 (Wildomar DIF Financing)**  
**RECOMMENDATION:** Staff recommends the City Council adopt an Ordinance entitled:

ORDINANCE NO. 144  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR, CALIFORNIA, ACTING IN ITS CAPACITY AS THE  
LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT  
NO. 2017-1 (WILDOMAR DIF FINANCING) AUTHORIZING THE  
LEVY OF SPECIAL TAXES

**1.9 Ordinance No. 145 Second Reading - Change of Zone 17-0102, 21615 Front Street**

**RECOMMENDATION:** The Planning Commission recommends that the City Council adopt an Ordinance entitled:

ORDINANCE NO. 145

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 17-0102 FROM R-R (RURAL RESIDENTIAL) TO R-1 (ONE-FAMILY DWELLING) TO BE CONSISTENT WITH THE GENERAL PLAN LAND USE DESIGNATION OF MEDIUM DENSITY RESIDENTIAL (MDR) FOR A 1.39 ACRE PARCEL LOCATED AT 21615 FRONT STREET (APN: 376-132-001), AND A DETERMINATION THAT NO ADDITIONAL ENVIRONMENTAL REVIEW IS REQUIRED PER CEQA GUIDELINES SECTION 15183

**1.10 Ordinance No. 146 Second Reading - Subdivision Ordinance Amendment No. 17-01**

**RECOMMENDATION:** The Planning Commission recommends the City Council adopt an Ordinance entitled:

ORDINANCE NO. 146

AN ORDINANCE OF THE CITY COUNCIL OF CITY OF WILDOMAR, CALIFORNIA, APPROVING AN AMENDMENT TO CHAPTER 16.12.240 OF THE WILDOMAR MUNICIPAL CODE RELATED TO THE EXPIRATION TIMES FOR APPROVED TENTATIVE TRACT MAPS AND TENTATIVE PARCEL MAPS

**2.0 PUBLIC HEARINGS**

**2.1 Zoning Ordinance Amendment No. 17-04, Accessory Dwelling Units**

**RECOMMENDATION:** The Planning Commission recommends the City Council introduce and approve first reading of an Ordinance entitled:

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

AN ORDINANCE OF THE CITY COUNCIL OF CITY OF WILDOMAR, CALIFORNIA, ADOPTING A GENERAL RULE EXEMPTION IN ACCORDANCE WITH SECTION 15061(B)(3) OF CEQA, AND APPROVAL OF ZONING ORDINANCE AMENDMENT NO. 17-04 AMENDING TITLE 3 (REVENUE/FINANCE) AND TITLE 17 (ZONING) OF THE WILDOMAR MUNICIPAL CODE RELATED TO ACCESSORY DWELLING UNITS

### **3.0 GENERAL BUSINESS**

- 3.1 **“Move I-15 Through the Temecula and Elsinore Valleys” Task Force**  
**RECOMMENDATION:** Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2018 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, TO SUPPORT “MOVE 1-15 THROUGH TEMECULA AND ELSINORE VALLEYS,” A SOUTHWEST RIVERSIDE COUNTY REGIONAL TASK FORCE CREATED TO ADDRESS THE DAILY INTERSTATE 15 TRAFFIC CONGESTION BETWEEN THE I-15/SR91 JUNCTION AND THE SAN DIEGO COUNTY LINE

- 3.2 **Update Local Goals & Policies and Appraisal Standards Concerning the Use of the Community Facilities Act of 1982**  
**RECOMMENDATION:** Staff recommends that the City Council discuss and provide direction.

- 3.3 **Resolution Approving Increase in City Manager Compensation**  
**RECOMMENDATION:** Staff recommends that the City Council approve a Resolution entitled:

RESOLUTION NO. 2018 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING AN INCREASE IN THE CITY MANAGER’S ANNUAL BASE SALARY

### **CITY MANAGER REPORT**

- \*Community Calendar Update
- \*City Hall Closed on Monday, January 15

### **FUTURE AGENDA ITEMS**

### **ADJOURN THE CITY COUNCIL**

***In accordance with Government Code Section 54952.3, I, Debbie A. Lee, 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.***

Ben J. Benoit, Chair  
Marsha Swanson, Vice Chair  
Bridgette Moore, Trustee  
Dustin Nigg, Trustee  
Timothy Walker, Trustee

Gary Nordquist  
General Manager

Thomas D. Jex  
District Counsel

## **CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT**

## **ROLL CALL**

## **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 at this time.

#### **4.0 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 that specific items are removed from the Consent Calendar for separate discussion and/or action.

##### **4.1 Minutes – December 13, 2017 Regular Meeting**

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve the Minutes as submitted.

##### **4.2 Warrant Register**

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve the following:

1. Warrant Register dated 12-07-2017, in the amount of \$1,189.38;
2. Warrant Register dated 12-14-2017, in the amount of \$561.71;
3. Warrant Register dated 12-21-2017, in the amount of \$621.74.

##### **4.3 Treasurer's Report**

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve the Treasurer's Report for November, 2017.

##### **4.4 Amendment to Agreement for Legal Services with Burke, Williams, and Sorensen**

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve and authorize the General Manager to execute an amendment to the Agreement for Legal Services with Burke, Williams, and Sorensen.

#### **5.0 PUBLIC HEARINGS**

There are no items scheduled.

#### **6.0 GENERAL BUSINESS**

There are no items scheduled.

#### **GENERAL MANAGER REPORT**

#### **FUTURE AGENDA ITEMS**

#### **ADJOURN WILDOMAR CEMETERY DISTRICT**

**City Council/Wildomar Cemetery District Regular Meeting Schedule**

February 14	June 13	October 10
March 14	July 11	November 14
April 11	August 8	December 12
May 9	September 12	

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.

I, Debbie A. Lee, Wildomar City Clerk, do certify that on January 5, 2018, by 5:00 p.m., a true and correct copy of this agenda was posted at the three designated posting locations:

Wildomar City Hall, 23873 Clinton Keith Road;  
U.S. Post Office, 21392 Palomar Street;  
Wildomar Library, 34303 Mission Trail Blvd.



Debbie A. Lee, CMC  
City Clerk/Human Resources Manager

**CITY OF WILDOMAR  
CITY COUNCIL REGULAR MEETING MINUTES  
DECEMBER 13, 2017**

**CALL TO ORDER – CLOSED SESSION - 5:30 P.M.**

The closed session of December 13, 2017, of the Wildomar City Council and the Wildomar Cemetery District was called to order by Mayor Walker at 5:32 p.m. at the Wildomar Council Chambers, 23873 Clinton Keith Road, Suite 106, Wildomar, California.

City Council Roll Call showed the following Members in attendance: Council Members Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker  
Members absent: None.

Staff in attendance: City Manager Nordquist, City Attorney Jex, and City Clerk Lee.

**PUBLIC COMMENTS**

There were no speakers.

**CLOSED SESSION**

City Clerk Lee read the following:

1. 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 Manager
2. The City Council will meet in closed session to hold a conference with its Labor Negotiator regarding Unrepresented Employee pursuant to Government Code 54957.6:  
Agency representative: Tim Walker  
Unrepresented employee: City Manager
3. 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: City of Wildomar v. Bear Creek Collective, et al; RSC Case No. MCC 1700539.

The Council convened into closed session at 5:31 p.m. with all Council Members present.

### **RECONVENE INTO OPEN SESSION**

At 6:33 p.m. the City Council reconvened into open session, with all Council Members present.

### **ANNOUNCEMENTS**

City Attorney Jex stated there was no action taken.

### **ADJOURN CLOSED SESSION**

There being no further business, Mayor Walker adjourned the closed session at 6:33 p.m.

### **CALL TO ORDER – REGULAR SESSION - 6:30 P.M.**

The regular meeting of December 13, 2017, of the Wildomar City Council was called to order by Mayor Walker at 6:33 p.m. at the Wildomar Council Chambers, 23873 Clinton Keith Road, Suite 106, Wildomar, California.

City Council Roll Call showed the following Members in attendance: Council Members Moore, Nigg, Swanson, Mayor Pro Tem Benoit, and Mayor Walker. Members absent: None.

Staff in attendance: City Manager Nordquist, City Attorney Jex, Assistant City Manager York, Planning Director Bassi, Finance Director Riley, Police Chief Anne, Fire Chief Phillips, Senior Administrative Analyst Morales, Associate Planner Garcia and City Clerk Lee.

The flag salute was led by Mayor Walker.

### **PRESENTATIONS**

1. Mayor Walker presented certificates to the Holiday Decorating Winners.
2. Mayor Walker presented a plaque to Kevin Smith in honor of his Father, Stan Smith who served as a Planning Commissioner.
3. Mayor Walker presented a 5 Year Employee Pin to Planning Director Matt Bassi.
4. Chief Phillips presented the Fire Department update.
5. Other City Recognitions/Presentations – Miss City of Wildomar Jessie Taylor spoke about an upcoming event she will be participating in.

## **PUBLIC COMMENTS**

George Taylor, resident, spoke regarding pot holes on Bundy Canyon Road.

Glenn Copple, resident, thanked the City for their help in raising funds for the youth to go to camp.

Scott Scharpen, Go Mobile for Life, spoke regarding his non-profit.

Ken Mayes, resident, with minutes donated by Martha Bridges, spoke regarding the City's website.

Kathleen Hamblin, resident, spoke regarding the need for live streaming.

Mason Ballard, resident, stated his wife is not the President of the Wildomar Little League and thanked Tim Underdown for all of his work.

Ms. Miller, resident, spoke regarding the environment.

## **COUNCIL COMMUNICATIONS**

The City Council Members spoke regarding the various committees, commissions, and boards that they serve on locally and regionally and community events, including:

1. Community events
2. Regional events
3. Chamber of Commerce
4. Riverside Conservation Authority (RCA)
5. Riverside Transit Agency (RTA)
6. Riverside County Transportation Commission (RCTC)
7. League of California Cities
8. Southern California Association of Governments (SCAG)
9. Riverside County Habitat Conservation Agency (RCHCA)
10. Western Riverside Council of Governments (WRCOG)
11. South Coast Air Quality Management District (SCAQMD)
12. Ad Hoc & Subcommittees

## **APPROVAL OF THE AGENDA AS PRESENTED**

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilman Nigg, to move item #3.1 to before the Consent Calendar and approve the rest of the agenda as presented.

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

**3.1 Assemblywoman Melissa Melendez Update on State Issues**

Assemblywoman Melendez presented an update on State issues.

**1.0 CONSENT CALENDAR**

City Clerk Lee advised there is a speaker for item #1.8.

Mayor Walker recused himself as he has a potential conflict of interest for item #1.8.

**1.8 Tract 32206 (Project 15-0042) Grading Agreement**

Ms. Miller, resident, spoke regarding the need to stop grading in the City.

**A MOTION** was made by Councilwoman Swanson, seconded by Councilwoman Moore, to authorize the City Manager to execute the Grading Agreement for TR 32206 with Wildomar Land, LLC.

**MOTION** carried, 4-0-1, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit

NAY: None

ABSTAIN: Mayor Walker

ABSENT: None

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilman Nigg, approve the remainder of the agenda as presented.

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None (Mayor Pro Tem Benoit abstained on item #1.6)

ABSENT: None

**1.1 Reading of Ordinances**

Approved the reading by title only of all ordinances.

**1.2 Minutes – October 11, 2017 Regular Meeting**

Approved the Minutes as submitted.

**1.3 Minutes – November 8, 2017 Regular Meeting**

Approved the Minutes as submitted.

**1.4 Warrant & Payroll Registers**

Approved the following:

1. Warrant Register dated 11-02-2017 in the amount of \$273,377.09;
2. Warrant Register dated 11-09-2017 in the amount of \$34,561.38;
3. Warrant Register dated 11-16-2017 in the amount of \$196,685.27;
4. Warrant Register dated 11-22-2017 in the amount of \$435,423.76;
5. Warrant Register dated 11-30-2017 in the amount of \$1,112,623.16;
6. Payroll Register dated 12-01-2017 in the amount of \$149,526.49.

**1.5 Treasurer's Report**

Approved the Treasurer's Report for October, 2017.

**1.6 Collier Elementary School Sidewalk Project Notice of Completion**

Adopted a Resolution entitled:

RESOLUTION NO. 2017 - 52

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ACCEPTING THE COLLIER ELEMENTARY SCHOOL SIDEWALK SRTSL - PROJECT 5484(005), CIP 019 AS COMPLETE, AND AUTHORIZING STAFF TO PREPARE AND FILE THE NOTICE OF COMPLETION WITH THE RIVERSIDE COUNTY RECORDER

**1.7 Almond Street and Bundy Canyon Road Sidewalk Safety Improvement Project Notice of Completion**

Adopted a Resolution entitled:

RESOLUTION NO. 2017 - 53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ACCEPTING THE ALMOND STREET AND BUNDY CANYON ROAD SIDEWALK SAFETY IMPROVEMENT PROJECT (CIP 020) AS COMPLETE, AND AUTHORIZING STAFF TO PREPARE AND FILE THE NOTICE OF COMPLETION WITH THE RIVERSIDE COUNTY RECORDER

**1.9 Memorandum of Understanding (MOU) With Riverside County Department of Environmental Health for Permitting Processing for Environmental Planning Review, Technical Assistance, and Plan Review for Onsite Wastewater Treatment Systems**

Authorized the Assistant City Manager to execute the MOU between Riverside County Environmental Health Department and the City of Wildomar.

**1.10 Amendment and Restated Agreement for Deferral of Payment of Development Impact Fees**

Approved and authorized the City Manager to execute the Amended and Restated Agreement for Deferral of Payment of Development Impact Fees.

**1.11 Payroll Services**

Approved a three-year agreement with Heartland Payroll Solutions, Inc. (Heartland) for payroll services for the City.

**1.12 Ordinance No. 142 Second Reading - Change of Zone No. 17-0101 - From R-R to C-1/C-P for a 1.73 acre parcel located at 32179 Clinton Keith Road**

Adopted an Ordinance entitled:

ORDINANCE NO. 142

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 17-0101 FROM R-R (RURAL RESIDENTIAL) TO C-1/C-P (GENERAL COMMERCIAL) TO BE CONSISTENT WITH THE GENERAL PLAN LAND USE DESIGNATION OF COMMERCIAL RETAIL (CR) FOR A 1.73 ACRE PARCEL LOCATED AT 32179 CLINTON KEITH ROAD (APN: 380-130-012), AND A DETERMINATION THAT NO ADDITIONAL ENVIRONMENTAL REVIEW IS REQUIRED PER CEQA GUIDELINES SECTION 15183

**2.0 PUBLIC HEARINGS**

**2.1 Establishment of Community Facilities District No. 2017-1 (Wildomar DIF Financing), Calling an Election, Ordering the Levy and Collection of Special Taxes, Establishing Appropriate Limits, and Declaring the Election Results for CFD 2017-1 (Wildomar DIF Financing)**

City Clerk Lee read the title.

Assistant City Manager York presented the staff report.

Mayor Walker opened the public hearing.

There being no speakers Mayor Walker closed the public hearing.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilwoman Moore, adopt Resolution entitled:

RESOLUTION NO. 2017 - 54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ESTABLISHING COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WILDOMAR DIF FINANCING); CALLING AN ELECTION FOR THE PURPOSE OF SUBMITTING THE QUESTION OF THE LEVY OF THE PROPOSED SPECIAL TAX TO THE QUALIFIED ELECTORS OF THE PROPOSED COMMUNITY FACILITIES DISTRICT; AUTHORIZING THE LEVY OF SPECIAL TAXES; AND, ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE PROPOSED COMMUNITY FACILITIES DISTRICT

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

The election was held and the ballot canvassed showing a yes vote.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilwoman Moore, to adopt Resolution entitled:

RESOLUTION NO. 2017 - 55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, DECLARING ELECTION RESULTS FOR COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WILDOMAR DIF FINANCING)

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

**A MOTION** was made by Councilwoman Moore, seconded by Councilman Nigg, to approve first reading and introduce an Ordinance entitled:

ORDINANCE NO. 144  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR, CALIFORNIA, ACTING IN ITS CAPACITY AS THE  
LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT  
NO. 2017-1 (WILDOMAR DIF FINANCING) AUTHORIZING THE  
LEVY OF SPECIAL TAXES

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilman Nigg, to adopt a Resolution entitled:

RESOLUTION NO. 2017 - 56  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR APPROVING A DEVELOPMENT IMPACT FEE  
DEFERRAL PROGRAM ADMINISTRATIVE POLICY

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

**2.2 Consideration of Territory to be Annexed to Community Facilities District No. 2013-1 (Services), Calling an Election, Ordering the Levy and Collection of Special Taxes, and Declaring the Election Results for CFD 2013-1 (Services), Annexation No. 12**

City Clerk Lee read the title and disclosed that the wrong Resolution was put in the packet and everyone has one at the dais.

Assistant City Manager York presented the staff report.

Mayor Walker opened the public hearing.

There being no speakers Mayor Walker closed the public hearing.

**A MOTION** was made by Councilwoman Moore, seconded by Mayor Pro Tem Benoit, to adopt an amended Resolution entitled:

RESOLUTION NO. 2017 - 57  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, CALLING AN ELECTION FOR THE PURPOSE OF  
SUBMITTING THE QUESTION OF THE LEVY OF THE PROPOSED  
SPECIAL TAX TO THE QUALIFIED ELECTORS WITHIN THE AREA  
PROPOSED TO BE ANNEXED TO COMMUNITY FACILITIES DISTRICT  
NO. 2013-1 (SERVICES)

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker  
NAY: None  
ABSTAIN: None  
ABSENT: None

The election was held the canvass showed the ballot is marked yes.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilwoman Moore, to adopt a Resolution entitled:

RESOLUTION NO. 2017 - 58  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, DECLARING ELECTION RESULTS WITHIN THE AREA  
PROPOSED TO BE ANNEXED TO COMMUNITY FACILITIES DISTRICT  
NO. 2013-1 (SERVICES)

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker  
NAY: None  
ABSTAIN: None  
ABSENT: None

## **2.3 Change of Zone No. 17-0102 (PA No. 17-0102), 21615 Front Street**

City Clerk Lee read the title.

Mayor Walker opened the public hearing.

Associate Planner Garcia presented the staff report.

Matt Fagan, applicant, spoke regarding the project.

**SPEAKERS:**

Ken Mayes, resident, stated his opposition.

There being no further speakers Mayor Walker closed the public hearing.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilman Nigg, to introduce and approve first reading of an Ordinance entitled:

ORDINANCE NO. 145  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 17-  
0102 FROM R-R (RURAL RESIDENTIAL) TO R-1 (ONE-FAMILY  
DWELLING) TO BE CONSISTENT WITH THE GENERAL PLAN LAND  
USE DESIGNATION OF MEDIUM DENSITY RESIDENTIAL (MDR) FOR  
A 1.39 ACRE PARCEL LOCATED AT 21615 FRONT STREET (APN:  
376-132-001), AND A DETERMINATION THAT NO ADDITIONAL  
ENVIRONMENTAL REVIEW IS REQUIRED PER CEQA GUIDELINES  
SECTION 15183

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

### **3.0 GENERAL BUSINESS**

#### **3.2 Subdivision Ordinance Amendment No. 17-01**

City Clerk Lee read the title and stated Mr. Larry Markham sent an email of which everyone at the dais has a copy.

Planning Director Bassi presented the staff report.

**A MOTION** was made by Councilwoman Moore, seconded by Councilman Nigg, to introduce and approve first reading of an Ordinance entitled:

ORDINANCE NO. 146  
AN ORDINANCE OF THE CITY COUNCIL OF CITY OF WILDOMAR,  
CALIFORNIA, APPROVING AN AMENDMENT TO CHAPTER 16.12.240  
OF THE WILDOMAR MUNICIPAL CODE RELATED TO THE  
EXPIRATION TIMES FOR APPROVED TENTATIVE TRACT MAPS AND  
TENTATIVE PARCEL MAPS

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker

NAY: None

ABSTAIN: None

ABSENT: None

**3.3 The Lake Elsinore Advanced Pumping System (LEAPS) Project**

City Clerk Lee read the title.

City Manager Nordquist presented the staff report.

Discussion ensued regarding the project and the need for more information.

**3.4 Temporary Storage of Brown House Cornerstones at Marna O'Brien Park**

City Clerk Lee read the title.

City Manager Nordquist presented the staff report.

Ken Mayes, resident, stated his opposition.

Council discussion ensued regarding the look of the rocks; why no one was there from the Historical Society; liability; how long is "temporary"; if it is really wanted in the park.

**A MOTION** was made by Councilman Nigg, seconded by Councilwoman Swanson, to deny the temporary storage of the Brown house cornerstones at Marna O'Brien Park and not authorize the City Manager to prepare and execute the License Agreement with the Wildomar Historical Society in substantially the same form.

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker  
NAY: None  
ABSTAIN: None  
ABSENT: None

### **3.5 Mayor and Mayor Pro Tem Appointments for 2018**

City Clerk Lee read the title.

City Clerk Lee opened the floor to nominations for 2018 Mayor.

Mayor Walker nominated Mayor Pro Tem Benoit.

There being no further nominations City Clerk Lee closed the nominations and called for the vote.

The vote was a unanimous 5-0.

City Clerk Lee opened the floor to nominations for 2018 Mayor Pro Tem.

Councilman Nigg nominated Councilwoman Swanson.

There being no further nominations City Clerk Lee closed the nominations and called for the vote.

The vote was a unanimous 5-0.

### **3.6 Committees, Commissions, and Boards Appointments for 2018**

City Clerk Lee read the title.

City Manager Nordquist presented the staff report.

Ken Mayes, resident, reminded of Form 806.

**A MOTION** was made by Councilman Nigg, seconded by Councilwoman Swanson, to make delete the Economic Development, Finance, Parks, Southwest Coalition, and Trails Subcommittees.

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Mayor Pro Tem Benoit, Mayor Walker  
NAY: None  
ABSTAIN: None

ABSENT: None

### **CITY MANAGER REPORT**

City Manager Nordquist presented the report and reminded everyone that City Hall Closed on Monday, December 25 and Monday, January 1.

### **FUTURE AGENDA ITEMS**

\*Parking issues with projects

### **ADJOURN THE CITY COUNCIL**

There being no further business Mayor Walker declared the meeting adjourned at 8:32 p.m.

Submitted by:

Approved by:

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Debbie A. Lee, CMC  
City Clerk

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Ben J. Benoit  
Mayor

**CITY OF WILDOMAR CITY COUNCIL**  
**Agenda Item#1.3**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** James Riley, Finance Director

**PREPARED BY:** Terry Rhodes, Accounting Manager

**SUBJECT:** Warrant and Payroll Registers

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the following:

1. Warrant Register dated 12-07-2017 in the amount of \$69,977.22;
2. Warrant Register dated 12-07-2017 in the amount of \$7,897.99;
3. Warrant Register dated 12-14-2017 in the amount of \$341,244.76;
4. Warrant Register dated 12-21-2017 in the amount of \$235,465.55;
5. Payroll Register dated 01-01-2018 in the amount of \$87,870.47.

**DISCUSSION:**

The City of Wildomar requires that the City Council audit payments of demands and direct the City Manager to issue checks. The Warrant and Payroll Registers are submitted for approval.

**FISCAL IMPACT:**

These Warrant and Payroll Registers will have a budgetary impact in the amount noted in the recommendation section of this report. These costs are included in the Fiscal Year 2017/18 Budget.

Submitted by:  
James Riley  
Finance Director

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENTS:**

Voucher List 12/07/2017(2)  
Voucher List 12/14/2017  
Voucher List 12/21/2017  
Payroll Register 01/01/2018

**Voucher List**  
**City of Wildomar**

Page: **1**

**12/07/2017 9:45:20AM**

**Bank code :** wf

<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
208546	12/7/2017	000210 ALBERT A. WEBB ASSOCIATES	175352		EVN. SVCS. WILDOMAR CROSSING	2,624.75
<b>Total :</b>						<b>2,624.75</b>
208547	12/7/2017	000554 AT & T	112817		TELEPHONE LONG DIST P/E 11/28/17	39.28
<b>Total :</b>						<b>39.28</b>
208548	12/7/2017	000008 AT&T MOBILITY	X11202017		11/13/17-12/12/17 COUNCIL MOBILE PHONE	54.64
<b>Total :</b>						<b>54.64</b>
208549	12/7/2017	000034 BIO-TOX LABORATORIES	34966		RC SHERIFF - LAB SERVICES	103.40
			34967		RC SHERIFF - LAB SERVICES	39.00
			35017		RC SHERIFF - LAB SERVICES	117.00
<b>Total :</b>						<b>259.40</b>
208550	12/7/2017	000022 EDISON	112017		09/13/17-11/16/17 ELECTRIC - ZONE	889.45
<b>Total :</b>						<b>889.45</b>
208551	12/7/2017	000012 ELSINORE VALLEY MUNICIPAL, WATER C	8904910		10/09/17-11/08/17 WATER ZONE 52 LOC 01	78.60
			8904911		10/09/17-11/08/17 WATER ZONE 29 LOC 02	45.95
			8904912		10/09/17-11/08/17 WATER ZONE 71 LOC 01	155.07
			8904913		10/09/17-11/08/17 WATER MARNIA OBRIEN	5,255.32
			8908821		10/12/17-11/13/17 WATER ZONE 3 LOC 7 M1	76.71
			8908822		10/12/17-11/13/17 WATER REG HERITAGE PA	122.45
			8912959		10/13/17-11/14/17 WATER ZONE 3 LOC 25 M	339.48
			8912960		10/13/17-11/14/17 WATER ZONE 3 LOC 25 M	435.29
			8912961		10/13/17-11/14/17 WATER ZONE 3 LOC 24 M	591.47
<b>Total :</b>						<b>7,100.34</b>
208552	12/7/2017	000685 GREAT AMERICA FINANCIAL SERVIC	21709294		3RD CANON COLOR COPIER SYSTEM	212.27
<b>Total :</b>						<b>212.27</b>
208553	12/7/2017	000304 JOE A. GONSALVES & SON	156212		DEC 2017 CONTRACTUAL LEGISLATIVE ADVOCAC	3,000.00
<b>Total :</b>						<b>3,000.00</b>
208554	12/7/2017	000986 LANDARQ, INC.	17-2565		OCT 2017 LANDSCAPE PLAN CHECK/INSPECT	375.00

**Voucher List**  
**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208554	12/7/2017	000986 LANDARQ, INC.	(Continued)			
			17-2566		OCT 2017 LANDSCAPE PLAN CHECK/INSPECT	75.00
			17-2578		OCT 2017 LANDSCAPE PLAN CHECK/INSPECT	300.00
<b>Total :</b>						<b>750.00</b>
208555	12/7/2017	001046 MUNICIPAL CONSULTING SERVICES, LLC	120517		NOV 2017 - INTERIM FINANCE DIRECTOR SVCS	5,137.50
<b>Total :</b>						<b>5,137.50</b>
208556	12/7/2017	000185 PITNEY BOWES	1005892560		12/16/17-03/15/18 POSTAGE METER RENTAL	96.98
<b>Total :</b>						<b>96.98</b>
208557	12/7/2017	000042 PV MAINTENANCE, INC.	005-200,A,B		NOV 2017 CITYWIDE MAINT. CONTRACTUAL SVC	33,892.07
<b>Total :</b>						<b>33,892.07</b>
208558	12/7/2017	001071 SHRED-IT USA	8123612423		CONTRACTUAL SHREDDING SERVICE	110.00
<b>Total :</b>						<b>110.00</b>
208559	12/7/2017	000529 SIEMENS INDUSTRY, INC	5610056379A		OCT 2017 TRAFFIC SIGNAL MAINTENANCE - BA	274.59
			5620013548A		OCT 2017 TRAFFIC SIGNAL RESPONSE CALL OU	2,799.43
<b>Total :</b>						<b>3,074.02</b>
208560	12/7/2017	001164 TAYLOR TENNIS COURTS INC	6748	0000177	RESURFACE BASKETBALL COURTS AT MARNA OBR	9,000.00
<b>Total :</b>						<b>9,000.00</b>
208561	12/7/2017	000443 THE LEW EDWARDS GROUP	1	0000179	PROVIDE COMPREHENSIVE LEAD PROJECT MANAG	2,500.00
<b>Total :</b>						<b>2,500.00</b>
208562	12/7/2017	000437 VERIZON WIRELESS	9796750505		11/23/17-12/22/17 DATA INTERNET CHARGES	161.82
			9796750506		11/23/17-12/22/17 DATA INTERNET CHARGES	76.02
<b>Total :</b>						<b>237.84</b>

Voucher List  
City of Wildomar

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208563	12/7/2017	000437 VERIZON WIRELESS	9796750505a		11/23/17-12/22/17 DATA INTERNET CHARGES	100.00
Total :						100.00
208564	12/7/2017	000626 WHITAKER INVESTMENT CORP	82517		DEVELOPER DEPOSIT REFUND OF UNUSED FUNDS	898.68
Total :						898.68
19 Vouchers for bank code : wf						Bank total : 69,977.22
19 Vouchers in this report						Total vouchers : 69,977.22

**Voucher List**  
**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208565	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	101917CR		CREDIT MEMO: PLANNING DEPT OFFICE SUPPLI	-101.81
			110217		PLANNING DEPT DEPT SUPPLIES	20.97
			110417		PLANNING DEPT OFFICE SUPPLIES	125.65
			110617		PLANNING DEPT OFFICE SUPPLIES	99.09
			111617		PLANNING DEPT OFFICE SUPPLIES	21.18
			32463		PLANNING DEPT DEPT SUPPLIES	1,138.94
<b>Total :</b>						<b>1,304.02</b>
208566	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	101917		STATE OF THE CITY 2017	38.73
			101917		TRUNK OR TREAT 2017 SUPPLIES	102.09
			102517		TRUNK OR TREAT 2017 SUPPLIES	299.80
			102817		TRUNK OR TREAT 2017 SUPPLIES	113.78
			102817		TRUNK OR TREAT 2017 SUPPLIES	54.35
			102817		TRUNK OR TREAT 2017 SUPPLIES	120.00
			102817-2		TRUNK OR TREAT 2017 SUPPLIES	51.08
			110117		DRY CLEANING EVENT TABLECLOTH	16.00
			111417		DRY CLEANING EVENT TABLECLOTH	38.00
			346517		27 ACRE PARK DIF - FLYERS	150.00
			3570		CITY COUNCIL MEETING	80.37
			65652504		BLDG & SAFETY ONLINE PAYMENT	59.95
			7799407		ADMIN OFFICE FURNITURE	260.79
			839662273		ADOBE ACROBAT LICENSES	1,973.26
			850429293		ADOBE ACROBAT LICENSE	159.67
			9404361414		ADMIN OFFICE FURNITURE	130.48
			UGAJXW		PARSAC BOARD MEETING	232.96
<b>Total :</b>						<b>3,881.31</b>
208567	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	110217		NON-DEPT SOFTWARE SUBSCRIPTION	14.99
			111417		LOCC 2018 CITY MANAGERS CONFERENCE	825.00
<b>Total :</b>						<b>839.99</b>
208568	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	103017		NON-DEPT OFFICE SUPPLIES	37.03
			17-338683		WILDOMAR SQUARE PROJECT	28.00
			23524		CITY COUNCIL OFFICE SUPPLIES	127.83
			2464351		ZIPRECRUITER MONTHLY SUBSCRIPTION	249.00
			973090601		CITY CLERK OFFICE SUPPLIES	100.07
			973091240		NON-DEPT OFFICE SUPPLIES	32.42

**Voucher List**  
City of Wildomar

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208568	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (Continued)	D2661C56F3F1		CITY CLERK IIMC MEMBERSHIP	200.00
<b>Total :</b>						<b>774.35</b>
208569	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	974678347		ADMIN & BUILDING OFFICE SUPPLIES	128.40
			976018701		ADMIN OFFICE SUPPLIES	127.68
			980603331		ADMIN & BUILDING OFFICE SUPPLIES	244.90
<b>Total :</b>						<b>500.98</b>
208570	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	102017		FIRE STATION EXPENSES	101.52
			1199		FIRE STATION EXPENSES	151.77
			9315448		FIRE STATION EXPENSES	120.69
<b>Total :</b>						<b>373.98</b>
208571	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	9022508		GAS FOR LAWN EQUIPMENT	59.00
			9104971		GAS FOR LAWN EQUIPMENT	64.00
			9128842		DIESEL FOR BACKHOE	48.00
<b>Total :</b>						<b>171.00</b>
208572	12/7/2017	000006 WELLS FARGO PAYMENT REMITTANCE, (	102517		MARNA OBRIEN DEPT SUPPLIES	24.95
			102717		MARNA OBRIEN & WINDSONG DEPT SUPPLIES	21.43
			124904		MARNA OBRIEN DEPT SUPPLIES	5.98
<b>Total :</b>						<b>52.36</b>
<b>8 Vouchers for bank code : wf</b>						<b>Bank total : 7,897.99</b>
<b>8 Vouchers in this report</b>						<b>Total vouchers : 7,897.99</b>

**Voucher List**  
**City of Wildomar**

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<b>Bank code :</b> wf						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208573	12/14/2017	001152 BALLARD, MASON A.	120717		PLANNING COMMISSION MEETING 12/06/17	75.00
					<b>Total :</b>	<b>75.00</b>
208574	12/14/2017	000080 BURKE, WILLIAMS AND SORENSON,, LLF 219649			OCTOBER 2017 LEGAL FEES	48,986.29
					<b>Total :</b>	<b>48,986.29</b>
208575	12/14/2017	000080 BURKE, WILLIAMS AND SORENSON,, LLF 220779			NOVEMBER 2017 LEGAL FEES	45,572.92
					<b>Total :</b>	<b>45,572.92</b>
208576	12/14/2017	000080 BURKE, WILLIAMS AND SORENSON,, LLF 218550			SEPTEMBER 2017 LEGAL FEES	44,881.82
					<b>Total :</b>	<b>44,881.82</b>
208577	12/14/2017	000075 DOGGIE WALK BAGS, INC.	0070597-IN		DISPENSER BAGS, SIGN & DISPENSER - PARKS	577.66
					<b>Total :</b>	<b>577.66</b>
208578	12/14/2017	000022 EDISON	112917A		10/26/17-11/28/17 ELECTRIC - BASEBALL FI	33.92
			112917B		10/26/17-11/28/17 ELECTRIC - 21400 PALOM	118.44
			120217A		11/01/17-12/01/17 ELECTRIC - CSA 103 PAL	38.77
			120217B		11/01/17-12/01/17 ELECTRIC - WILDOMAR CI	87.94
					<b>Total :</b>	<b>279.07</b>
208579	12/14/2017	000012 ELSINORE VALLEY MUNICIPAL, WATER C	8871455		10/16/17-11/15/17 WATER ZONE 42 LOC 01 M	737.11
			8871456		10/16/17-11/15/17 WATER ZONE 42 LOC 03 M	157.06
			8871457		10/16/17-11/15/17 WATER ZONE 42 LOC 02 M	283.17
			8874927		10/17/17-11/17/17 WATER ZONE 3 LOC 23 M1	500.65
			8874928		10/17/17-11/17/17 WATER ZONE 30 LOC 2	60.47
			8874929		10/17/17-11/17/17 WATER ZONE 3 LOC 49 M1	94.90
			8874930		10/17/17-11/17/17 WATER ZONE 51 LOC 1	228.70
			8874931		10/17/17-11/17/17 WATER BASEBALL FIELD	771.29
			8874932		10/17/17-11/17/17 WATER WINDSONG PARK	444.40
			8874933		10/17/17-11/17/17 WATER ZONE 3 LOC 29 M1	1,204.61
			8874934		10/17/17-11/17/17 WATER ZONE 3 LOC 29 M2	181.32

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**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208579	12/14/2017	000012 ELSINORE VALLEY MUNICIPAL, WATER C	(Continued)			
			8874935		10/17/17-11/17/17 WATER ZONE 30 LOC 1	304.58
			8874936		10/17/17-11/17/17 WATER ZONE 3 LOC 42 &	197.75
			8874937		10/17/17-11/17/17 WATER 22450 1/2	155.30
					CERVER	
			8874938		10/17/17-11/17/17 WATER 22450 CERVERA	200.31
			8874939		10/17/17-11/17/17 WATER ZONE 62 - 22933	138.21
			8874940		10/17/17-11/17/17 WATER ZONE 67 -	80.95
					ARNNET	
			8878328		10/19/17-11/20/17 WATER ZONE 3 LOC 35	161.35
					M1	
<b>Total :</b>						<b>5,902.13</b>
208580	12/14/2017	000973 FOLMAR, FELICIA D	39		12/02/17-12/15/17 ACCOUNTING	2,670.00
					CONTRACTUAL	
<b>Total :</b>						<b>2,670.00</b>
208581	12/14/2017	000070 LAKE ELSINORE AND SAN JACINTO, WAT	8760		FY 17/18 TMDL TASK FORCE	28,841.00
					CONTRIBUTIONS	
<b>Total :</b>						<b>28,841.00</b>
208582	12/14/2017	000222 LANGWORTHY, VERONICA	120717		PLANNING COMMISSION MEETING 12/06/17	75.00
<b>Total :</b>						<b>75.00</b>
208583	12/14/2017	000113 LEAGUE OF CALIFORNIA CITIES	2123		11/13/17 RIVERSIDE COUNTY DIV MEETING	175.00
<b>Total :</b>						<b>175.00</b>
208584	12/14/2017	000879 LLOYD, JOHN	120717		PLANNING COMMISSION MEETING 12/06/17	75.00
<b>Total :</b>						<b>75.00</b>
208585	12/14/2017	001128 MGB CONSTRUCTION, INC	112217		ALMOND ST SIDEWALK CIP 0020 PMT #2	21,589.67
			120717		COLLIER ELEMENTARY CIP 0019 PMT #2	20,471.99
<b>Total :</b>						<b>42,061.66</b>
208586	12/14/2017	000084 MUNISERVICES, LLC	INV06-001270		SALES & USE TAX REPORTING SYSTEM	435.91
					STARS S	
<b>Total :</b>						<b>435.91</b>
208587	12/14/2017	000067 PETTY CASH	110		PETTY CASH REIMBURSEMENT -	22.63
					NON-DEPT SUPP	

**Voucher List**  
**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208587	12/14/2017	000067 PETTY CASH	(Continued)			
			111		PETTY CASH REIMBURSEMENT - NON-DEPT SUPP	15.71
			112		PETTY CASH REIMBURSEMENT - NON-DEPT SUPP	2.59
			113		PETTY CASH REIMBURSEMENT - WRCOG PARKING	6.00
			114		PETTY CASH REIMBURSEMENT - NON-DEPT SUPP	10.74
			115		PETTY CASH REIMBURSEMENT - NON-DEPT SUPP	12.97
			116		PETTY CASH REIMBURSEMENT - NON-DEPT SUPP	4.55
			117		PETTY CASH REIMBURSEMENT - BLDG DEPT SUP	4.29
			118		PETTY CASH REIMBURSEMENT - NON-DEPT SUPP	10.76
<b>Total :</b>						<b>90.24</b>
208588	12/14/2017	000026 PROTECTION RESCUE SECURITY, SERV	1711-P7		10/01/17-10/31/17 SECURITY SVCS - PARKS	675.00
			1712-P7		11/01/17-11/30/17 SECURITY SVCS - PARKS	540.00
<b>Total :</b>						<b>1,215.00</b>
208589	12/14/2017	000444 R3 CONSULTING GROUP	8474		PROF SERVICES: PERFORMANCE REVIEW THROUG	1,985.00
<b>Total :</b>						<b>1,985.00</b>
208590	12/14/2017	000606 RING CENTRAL	112117		11/21/17-11/20/18 (36) ANNUAL PHONE LINE	13,207.37
<b>Total :</b>						<b>13,207.37</b>
208591	12/14/2017	000919 STANTON, SHERRI	12/15/2017		12/02/17-12/15/17 ACCOUNTING CONTRACTUAL	3,600.00
<b>Total :</b>						<b>3,600.00</b>
208592	12/14/2017	000995 STRONG, KIM	120717		PLANNING COMMISSION MEETING 12/06/17	75.00
<b>Total :</b>						<b>75.00</b>
208593	12/14/2017	001061 THOMAS, MICHELE	120717		PLANNING COMMISSION MEETING 12/06/17	75.00
<b>Total :</b>						<b>75.00</b>

**Voucher List**  
City of Wildomar

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208594	12/14/2017	000749 VANTAGEPOINT TRANSFER AGENTS, 30	102491534		RHS P/E 12/14/17 REMITTANCE - G	587.69
			102492399		NORDQUIS	
					ICMA-RC REMITTANCE P/E 12/14/17	725.00
Total :						1,312.69
208595	12/14/2017	001056 WEST INTERACTRIVE SERVICES, CORP	87338		PROF. SVCS - WEBSITE IMPLEMENTATION	940.00
Total :						940.00
208596	12/14/2017	000131 WESTERN RIVERSIDE COUNTY, RCA	121117		NOV 2017 MSHCP MITIGATION FEES	18,279.00
Total :						18,279.00
208597	12/14/2017	000055 WRCOG	121117		NOVEMBER 2017 TUMF FEES	79,857.00
Total :						79,857.00
25 Vouchers for bank code : wf						Bank total : 341,244.76
25 Vouchers in this report						Total vouchers : 341,244.76

**Voucher List**  
**City of Wildomar**

Page: 1

12/21/2017 11:52:04AM

<b>Bank code :</b> wf						
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
208608	12/21/2017	000031 AFLAC, REMITTANCE PROCESSING, CEN	384424		DEC 2017 MEDICAL INSURANCE BENEFIT	4,119.41
					<b>Total :</b>	<b>4,119.41</b>
208609	12/21/2017	000033 AMERICAN FORENSIC NURSES	70163		BLOOD DRAW (3) DRY RUN (1)	140.00
			70187		BLOOD DRAW (1)	40.00
					<b>Total :</b>	<b>180.00</b>
208610	12/21/2017	000760 ARMADA ADMINISTRATORS	92473		JAN 2018 PREMIUM & RENEWALS	4,472.00
					<b>Total :</b>	<b>4,472.00</b>
208611	12/21/2017	000028 CALPERS	15147895		JAN 2018 MEDICAL PREMIUM	15,608.26
					<b>Total :</b>	<b>15,608.26</b>
208612	12/21/2017	000994 CFT NV DEVELOPMENTS, LLC	122117		JAN 2018 CITY HALL MONTHLY LEASE	26,283.21
					<b>Total :</b>	<b>26,283.21</b>
208613	12/21/2017	000992 CHERISHED MEMORIES PHOTOGRAPHY	2342249		PHOTOGRAPHY/VIDEO CAPTURE (EVENTS)	17,500.00
					<b>Total :</b>	<b>17,500.00</b>
208614	12/21/2017	000952 CONSOLIDATED CLEANING SYSTEMS	1852		NOV 2017 CONTRACTUAL SVC	3,974.09
			1853		NOV 2017 CONTRACTUAL SVC - SUPPLIES	132.19
					<b>Total :</b>	<b>4,106.28</b>
208615	12/21/2017	000785 CORELOGIC SOLUTIONS, LLC	81850989		NOV 2017 CODE ENFORCEMENT SOFTWARE	205.00
					<b>Total :</b>	<b>205.00</b>
208616	12/21/2017	000011 CR&R INC.	301278		12/01/17 4 YD BOX - BASEBALL FIELD	149.83
					<b>Total :</b>	<b>149.83</b>
208617	12/21/2017	000002 CRYSTAL CLEAN MAINTENANCE	1203F		DEC 2017 JANITORIAL SERVICES - CITY HALL	1,998.00
					<b>Total :</b>	<b>1,998.00</b>
208618	12/21/2017	000058 DEPARTMENT OF JUSTICE	275184		NOV 2017 POLICE BLOOD ALCOHOL ANALYSIS	140.00
					<b>Total :</b>	<b>140.00</b>
208619	12/21/2017	000027 DIRECT TV	33057143331		12/12/17-01/11/18 CABLE SERVICES - CITY	125.19

**Voucher List**  
**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208619	12/21/2017	000027 000027 DIRECT TV			(Continued)	
					<b>Total :</b>	<b>125.19</b>
208620	12/21/2017	000022 EDISON	120717A		11/01/17-12/01/17 ELECTRIC WILDOMAR CITY	42.98
			120717B		11/01/17-12/01/17 ELECTRIC WILDOMAR CITY	191.48
			120717C		11/01/17-12/01/17 ELECTRIC WILDOMAR CITY	53.19
			120717D		11/01/17-12/01/17 ELECTRIC CSA22	2,842.00
			120717E		10/12/17-12/01/17 ELECTRIC CSA 103	12,757.78
			120717F		11/01/17-12/01/17 ELECTRIC WILDOMAR CITY	12.47
			120717G		11/01/17-12/01/17 ELECTRIC WILDOMAR CITY	110.31
			120817		11/01/17-12/01/17 ELECTRIC CSA 142	1,836.96
					<b>Total :</b>	<b>17,847.17</b>
208621	12/21/2017	000973 FOLMAR, FELICIA D	40		12/16/17-12/29/17 ACCOUNTING CONTRACTUAL	2,580.00
					<b>Total :</b>	<b>2,580.00</b>
208622	12/21/2017	000941 FRONTIER	120117A		12/01/17-12/31/17 OFFICE TELEPHONE CHARG	375.22
			120117B		12/01/17-12/31/17 TELEPHONE CHARGES	47.20
			120717		12/07/17-01/06/18 TELEPHONE CHARGES	47.20
					<b>Total :</b>	<b>469.62</b>
208623	12/21/2017	000197 GOVERNMENT FINANCE OFFICERS, ASS	121917		APPLICATION FEE FOR CERTIFICATE OF ACHIE	435.00
					<b>Total :</b>	<b>435.00</b>
208624	12/21/2017	000685 GREAT AMERICA FINANCIAL SERVIC	21753693		2ND CANON COLOR COPIER SYSTEM	212.27
					<b>Total :</b>	<b>212.27</b>
208625	12/21/2017	000024 GUARDIAN	121417		JAN 2018 DENTAL & VISION BENEFITS	2,968.52
					<b>Total :</b>	<b>2,968.52</b>
208626	12/21/2017	000499 INLAND EMPIRE LANDSCAPE INC	1056		NOVEMBER 2017 LANDSCAPE MAINTENANCE	7,786.12
			1088		NOV 2018 REPAIR/REPLACE SPRINKLERS - ZON	1,356.97

**Voucher List**  
**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208626	12/21/2017	000499 000499 INLAND EMPIRE LANDSCAPE INC	(Continued)			<b>Total : 9,143.09</b>
208627	12/21/2017	000016 INNOVATIVE DOCUMENT SOLUTIONS	188963		11/1/17-11/30/17 CONTRACT COPIER SVC MAI	929.42
					<b>Total :</b>	<b>929.42</b>
208628	12/21/2017	000986 LANDARQ, INC.	17-2591		NOV 2017 LANDSCAPE PLAN CHECK/INSPECT	350.00
					<b>Total :</b>	<b>350.00</b>
208629	12/21/2017	000431 MOORE, BRIDGETTE	122117		REIMBURSE BREAKFAST W/SANTA ADVERTISEMEN	50.00
					<b>Total :</b>	<b>50.00</b>
208630	12/21/2017	000040 MPS	61170		BUSINESS CARDS	326.79
					<b>Total :</b>	<b>326.79</b>
208631	12/21/2017	000854 MUNITEMPS STAFFING	127886		11/27/17-12/10/17 ACCOUNTANT CONTRACT SV	4,969.25
					<b>Total :</b>	<b>4,969.25</b>
208632	12/21/2017	000018 ONTRAC	8710228		PROJECT RELATED SHIPPING COSTS	35.90
					<b>Total :</b>	<b>35.90</b>
208633	12/21/2017	000005 PARSAC	121917		MICHAELENE PRYSLAK CLAIM WI029	5,000.00
					<b>Total :</b>	<b>5,000.00</b>
208634	12/21/2017	000778 PARSONS TRANSPORTATION GRP INC	1712A603		9/30/17-11/24/17 PROF. SVCS. AGREEMENT #	40,749.09
					<b>Total :</b>	<b>40,749.09</b>
208635	12/21/2017	000185 PITNEY BOWES	120617		POSTAGE METER REFILL 11/22/17	503.50
					<b>Total :</b>	<b>503.50</b>
208636	12/21/2017	001107 PLACEWORKS	64049		NOV 2017 CONTRACTUAL SVC - ADMIN WORK	3,625.00
			64050		NOV 2017 CONTRACTUAL SVC - PROJ RELATED	175.00
			64051		NOV 2017 CONTRACTUAL SVC - PROJ RELATED	1,390.00
			64052		NOV 2017 CONTRACTUAL SVC - PROJ RELATED	1,007.50

**Voucher List**  
**City of Wildomar**

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208636	12/21/2017	001107 PLACEWORKS	(Continued) 64053		NOV 2017 CONTRACTUAL SVC - PROJ RELATED	450.00
<b>Total :</b>						<b>6,647.50</b>
208637	12/21/2017	000186 RIGHTWAY	211223		BREAKFAST W/SANTA 12/16/17	209.90
<b>Total :</b>						<b>209.90</b>
208638	12/21/2017	001167 RRM DESIGN GROUP	1064-01-1117		PROF. SVC - 27 ACRE PARK	21,429.50
<b>Total :</b>						<b>21,429.50</b>
208639	12/21/2017	000529 SIEMENS INDUSTRY, INC	5610091396 5620013388		NOV 2017 TRAFFIC SIGNAL MAINTENANCE NOV 2017 TRAFFIC SIGNAL RESPONSE CALL OU	1,301.81 2,601.11
<b>Total :</b>						<b>3,902.92</b>
208640	12/21/2017	001101 SIGNS BY TOMORROW	26054		HOLIDAY LIGHTS & BREAKFAST W/SANTA 2017	228.07
<b>Total :</b>						<b>228.07</b>
208641	12/21/2017	001021 SPICER CONSULTING GROUP	147 150 155		FY 17/18 ANNUAL ADMIN LLMD89-1-C, CSA 22 CFD 2017-1 FORMATION FY 17/18 ANNUAL ADMIN CFD 2013-1	2,583.33 7,500.00 5,000.00
<b>Total :</b>						<b>15,083.33</b>
208642	12/21/2017	000919 STANTON, SHERRI	12/29/17		12/16/17-12/29/17 ACCOUNTING CONTRACTUAL	3,600.00
<b>Total :</b>						<b>3,600.00</b>
208643	12/21/2017	000215 THE PRESS-ENTERPRISE	11046514 11046924 11046952 11048195		PUBLIC NOTICE - CFD 2017-1 DIF FINANCING PUBLIC NOTICE - NOPH PLANNING APPLICATIO PUBLIC NOTICE - SOA 17-01 NOPM PUBLIC NOTICE - CFD 2013	95.70 171.60 128.70 108.90
<b>Total :</b>						<b>504.90</b>
208644	12/21/2017	000064 TYLER TECHNOLOGIES	045-206404 045-208250	0000180	1/1/18-12/31/18 ANNUAL SOFTWARE SUPPORT WEBINAR 11/21/17	20,689.88 400.00

Voucher List  
City of Wildomar

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208644	12/21/2017	000064	000064 TYLER TECHNOLOGIES	(Continued)		
Total :						21,089.88
208645	12/21/2017	000749	VANTAGEPOINT TRANSFER AGENTS, 30;	102496364	RHS P/E 12/28/17 REMITTANCE - G	587.75
					NORDQUIS	
				102496741	ICMA-RC REMITTANCE P/E 12/28/17	725.00
Total :						1,312.75
38 Vouchers for bank code : wf						Bank total : 235,465.55
38 Vouchers in this report						Total vouchers : 235,465.55

City of Wildomar  
Payroll Warrant Register  
1/1/2018

ACH Date	Payee	Description	Amount
12/14/2017	Payroll People	11/25/2017-12/08/2017	43,052.83
12/28/2017	Payroll People	12/09/2017-12/22/2017	43,127.73
12/29/2017	Payroll People	12/01/2017-12/31/2017	1,689.91
		<b>TOTAL</b>	<b>87,870.47</b>

**CITY OF WILDOMAR – CITY COUNCIL**

**Agenda Item #1.4**

**CONSENT CALENDAR**

**Meeting Date: January 10, 2018**

---

**TO:** Mayor and City Council Members

**FROM:** James Riley, Finance Director

**PREPARED BY:** Terry Rhodes, Accounting Manager

**SUBJECT:** Treasurer's Report

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the Treasurer's Report for November, 2017.

**DISCUSSION:**

Attached is the Treasurer's Report for Cash and Investments for the month of November, 2017.

**FISCAL IMPACT:**

None.

Submitted by:  
James Riley  
Finance Director

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENTS:**

Treasurer's Report  
Daily Cash Balance

CITY OF WILDOMAR  
TREASURER'S REPORT FOR  
CASH AND INVESTMENT PORTFOLIO  
**November 2017**

CITY CASH

S

ACCOUNT	INSTITUTION	BEGINNING BALANCE	+ DEPOSITS	(-) WITHDRAWALS	ENDING BALANCE	RATE
All	WELLS FARGO	\$ 5,047,835.16	\$ 1,213,899.50	\$ (939,777.07)	\$ 5,321,957.59	0.000%
	TOTAL	\$ 5,047,835.16	\$ 1,213,899.50	\$ (939,777.07)	\$ 5,321,957.59	

CITY INVESTMENT

ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	DAYS TO MAT.	STATED RATE
LOCAL AGENCY INVESTMENT FUND	\$ 1,572,351.40	\$ 1,572,351.40	\$ 1,572,351.40	100.00%	0	1.143%
TOTAL	\$ 1,572,351.40	\$ 1,572,351.40	\$ 1,572,351.40	100.00%		

- TOTAL CASH AND INVESTMENT \$ 6,894,308.99

CITY INVESTMENT (Continued)

ISSUER	BEGINNING BALANCE	+ DEPOSITS/ PURCHASES	(-) WITHDRAWALS/ SALES/ MATURITIES	ENDING BALANCE	STATED RATE
LOCAL AGENCY INVESTMENT FUNDS	\$ 1,572,351.40	\$ 0.00	\$ 0.00	\$ 1,572,351.40	1.143%
TOTAL	\$ 1,572,351.40	\$ 0.00	\$ 0.00	\$ 1,572,351.40	

In compliance with the California Code Section 53646, as the Director of Finance/  
City Treasurer of the City of Wildomar, I hereby certify that sufficient investment liquidity  
and anticipated revenues are available to meet the City's expenditure  
requirements for the next six months and that all investments are in compliance  
to the City's Statement of Investment Policy.  
I also certify that this report reflects all Government Agency pooled investments  
and all City's bank balances.

*James Riley*

1/4/2018

James Riley  
Finance Director

Date

**CITY OF WILDOMAR – COUNCIL**  
**Agenda Item #1.5**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

---

**TO:** Mayor and City Council Members

**FROM:** Debbie A. Lee, City Clerk

**SUBJECT:** Declare Three Vacancies on the Measure Z Citizens Oversight Advisory Committee (Bundy, Hitchcock, Rux)

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council:

1. Declare three vacancies on the Measure Z Oversight Advisory Committee, for seats currently held by Kathleen Bundy, Shelley Hitchcock and Scott Rux; and
2. Direct the City Clerk to advertise for the vacancies.

**BACKGROUND/DISCUSSION:**

On November 6, 2012 Wildomar residents voted on a \$28 annual parcel tax (Measure Z) to assist in the funding of park operations and related park activities.

In March, 2016, the Council appointed Kathleen Bundy, Kelly Byrne and Scott Bradstreet to serve a two year term. In that two year term Kelly Byrne and Scott Bradstreet resigned and the Council appointed Shelley Hitchcock and Scott Rux to the unexpired terms. At this time it would be appropriate to declare the scheduled vacancies and direct the City Clerk to advertise the vacancies. The applications will be given to each Council Member as they are received and the appointments will be scheduled for the regular meeting of March 14, 2018.

**FISCAL IMPACT:**

Minimal cost for advertising.

Submitted by:  
Debbie A. Lee  
City Clerk

Approved by:  
Gary Nordquist  
City Manager

**CITY OF WILDOMAR – COUNCIL**  
**Agenda Item #1.6**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Gary Nordquist, City Manager

**SUBJECT:** Santa Rosa Plateau Nature Education Foundation (SRPNEF)  
Special Event Memorandum of Understanding (MOU)

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve and authorize the City Manager to sign the MOU with SRPNEF.

**BACKGROUND/ DISCUSSION:**

Last spring, City Staff had been approached by the Santa Rosa Plateau Nature Education Foundation (SRPNEF “The Foundation”) and discussed the opportunity of partnering on a special event that would benefit both organizations and the community. At that time, the Foundation was seeking to establish a viable and high profile annual fundraising event attracting regional and national guests. The Foundation is in process of establishing a signature Craft Beer Festival which would start with a smaller Kick-Off introductory event and then the full size, signature event in the fall of 2018.

With the previous loss of the annual Championship BBQ event and the uncertainty of the scale of future BBQ events, this proposed event could fill that community and economic need.

This event would feature amazing products from many top local, regional and national guest breweries. The event will also feature a variety of food offerings, entertainment and a community run/walk event is being considered to offer additional opportunities for community and prospective sponsors.

The Foundation and City Staff have recommended Marna O’Brien Park as the venue for the signature event because of location and successful track record in hosting gated events and community run/walk events. This recommendation was supported by the Parks Subcommittee when this concept was presented at the August 15, 2017 meeting when the Subcommittee agreed to recommend the event be added to the City’s listing of community events.

Partnership with the Foundation signature event offers direct benefits to the City of Wildomar including:

- Marketing the City of Wildomar by enhancing our portfolio and profile to potential businesses, developers and investors;
- Business Community/Chamber of Commerce discounted sponsorship fees, vendor/exhibit fees and on-site exposure;
- Access to Nature Education Programs for elementary schools at no cost;
- Discounted SRPNEF Membership fee for Wildomar residents;
- Wildomar Community Volunteer Organization Donations.

City participation would include, but not limited to providing the following and related services:

1. Providing Security
2. Trash pick collection bins and pick up
3. Parking and Shuttle Service if needed
4. Park Fencing
5. Restrooms and Janitorial Services
6. Signage, Traffic Barriers
7. Traffic Control
8. On-site EMT/First Aid
9. Advertising Campaign financing

Members of City Staff met with the Foundations' Board of Directors at their October 28, 2017 Board meeting and agreed to pursue a Memorandum of Understanding to identify the levels of partnership between the two organizations. Attached for review and approval is the City's recommended version of this document.

**FISCAL IMPACTS:**

General Funds in the amounts of \$10,000 were approved and appropriated in the FY 2017/18 Budget and planned in the FY 2018/19 Budget during a Public Hearing held at the June 28, 2017 City Council Meeting.

Submitted by:  
Gary Nordquist  
City Manager

**Attachment:**  
Memorandum of Understanding

# Attachment

## MEMORANDUM OF UNDERSTANDING

### SANTA ROSA PLATEAU NATURE EDUCATION FOUNDATION

### SPECIAL EVENT

**MEMORANDUM OF UNDERSTANDING  
(SANTA ROSA PLATEAU NATURE EDUCATION FOUNDATION SPECIAL EVENT)**

This Memorandum of Understanding (“MOU”) is entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the City of Wildomar, a California general law city, (“City”) and Santa Rosa Plateau Nature Education Foundation, a California 501 (c) 3 non-profit. (“Foundation”). City and Foundation may be referred to individual or collectively as a “Party” or the “Parties.”

**RECITALS**

A. Foundation is a nonprofit organization that educates and empowers youth to appreciate, preserve and protect nature.

B. Foundation desires to raise funds to promote the Foundation’s purposes by conducting an event featuring craft beers (the “Event”) at the City’s Marna O’Brien Park located at 20505 Palomar Road, Wildomar California (the “Park”).

C. City desires to sponsor the Event and provide financial assistance to the Foundation to conduct the Event at the Park, as the Foundation provides a benefit to the community and the Event will attract tourists to the City, which will generate tax revenues that financially benefit the City and enhance the City’s profile in the region.

D. The purpose and intent of this MOU is to set forth the mutual understanding of the Parties regarding the City’s sponsorship of the Event at the Park and the financial assistance to be provided.

**OPERATIVE PROVISIONS**

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained here and other consideration, the value and adequacy of which are hereby acknowledged, the Parties agree as follows:

**1.0 SPONSORSHIP AND MARKETING**

1.1 City will sponsor the Event as the Event’s “Host Presenting Partner” in fiscal year 2017/18 in an amount not to exceed ten thousand dollars (\$10,000) and in fiscal year 2018/19 in an amount not to exceed ten thousand dollars (\$10,000), provided that the Event is held at the Park. If the Event is not held at the Park in either fiscal year, the City shall incur no obligation to commit the sponsorship funds toward a future fiscal year Event. Any remaining balance of the \$10,000 sponsorship funds for fiscal year 2017/18 not spent by June 30, 2018 will roll over and be applied to the City’s sponsorship funds for fiscal year 2018/19.

1.2 Foundation agrees to identify City in all marketing materials for the Event, including digital and print advertising, as the “Host Presenting Partner.” Marketing materials for the Event will include the tagline “Gateway to the Santa Rosa Plateau” and the City’s logo, which the City hereby gives permission to Foundation to use in conjunction with the Event.

## **2.0 ALLOCATION OF SPONSORSHIP FUNDS**

2.1 The sponsorship funds identified in Section 1.1 of this MOU will be first applied toward costs and expenses incurred by the City in relation to the Event at the Park. City will provide Foundation with an estimate of the costs it will incur for each Event that will be applied toward the sponsorship amount 120 days prior to the Event based on an estimated attendance of 4,000 people. The cost estimate will include any and all costs incurred by the City associated with the Event, including but not limited to: permit fees, public safety staffing and services, temporary barricades or fencing installed at the Park, parking and traffic control costs, sanitation costs including restroom stocking, portable toilets, trash receptacles and pickup and janitorial services.

2.2 If the cost estimate provided pursuant to Section 2.1 is less than ten thousand dollars (\$10,000) the City will allocate the remaining sponsorship amount toward Event marketing and promotion expenses. Foundation will present to City a marketing plan and budget for approval. If approved by City, the City will create a purchase order with Foundation to enable payments to be made to Foundation for approved marketing expenses. Foundation will submit an invoice to City detailing the Event marketing-related expenses incurred in sufficient detail so that City can verify the expenses were pre-approved. No more than one invoice will be submitted each month. City agrees to pay each undisputed invoice within thirty days.

## **3.0 PERMITS AND APPROVALS**

Foundation shall obtain all necessary permits and approvals from the City and all other agencies with jurisdiction over the Event, including but not limited to the Department of Alcoholic Beverage Control. Nothing in this MOU shall be construed as altering or waiving the City's permit and approval requirements applicable to the Event.

## **4.0 GENERAL PROVISIONS**

4.1 Either party may terminate this MOU upon thirty (30) days written notice to the other Party. In the event that a legal action is brought challenging this MOU, either Party may terminate this MOU effective immediately by written notice to the other Party.

4.2 If any term, condition or covenant of this MOU is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this MOU shall not be affected thereby and the MOU shall be read and construed without the invalid, void or unenforceable provision(s).

4.3 Waiver by any Party to this MOU of any term, condition, or covenant of this MOU shall not constitute a waiver of any other term, condition, or covenant. Waiver by any Party of any breach of the provisions of this MOU shall not constitute a waiver of any other provision nor a waiver of any subsequent breach or violation of any provision of this MOU.

4.4 This MOU shall be administered and executed by the City Manager or his or her designated representative on behalf of City. The City Manager shall have the authority to issue interpretations and to make amendments to this MOU. No amendment to or modification of this MOU shall be valid unless made in writing and approved by Foundation and City.

4.5 The person or persons executing this MOU on behalf of Foundation represents and warrants that he/she/they has/have the authority to so execute this MOU and to bind Foundation to the performance of its obligations hereunder.

**IN WITNESS WHEREOF**, the Parties hereto have executed this MOU on the date and year first-above written.

CITY OF WILDOMAR

SANTA ROSA PLATEAU EDUCATIONAL  
FOUNDATION

\_\_\_\_\_  
Gary Nordquist  
City Manager

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

\_\_\_\_\_  
Debbie Lee  
City Clerk

By: \_\_\_\_\_  
Its: \_\_\_\_\_

APPROVED AS TO FORM

\_\_\_\_\_  
Thomas Jex  
City Attorney

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.7**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Gary Nordquist, City Manager

**SUBJECT:** Amendment to Agreement for Legal Services with Burke, Williams, and Sorensen

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve and authorize the City Manager to execute an amendment to the Agreement for Legal Services with Burke, Williams, and Sorensen.

**DISCUSSION:**

The City of Wildomar has contracted for legal services with Burke, Williams and Sorensen since July 1, 2008. During this 9 ½ year time frame, rates have remained the same due to the financial challenges faced by the City. Even though the City's current contract provides that rates may be increased each year by the Consumer Price Index (CPI) increase, Burke has not adjusted the rates given the City's fiscal difficulties. The proposed new rate structure continues to provide financial certainty by providing a fixed fee retainer regardless of the number of hours worked and adjusts the monthly amount to account for increases in work load over the years. Further, the proposed new rate structure for non-reimbursable special services will align hourly rates at slightly lower than what regular CPI increases would have been. Rather than make the adjustments effective immediately, the new rates will be phased in over a two year period.

Submitted by:  
Gary Nordquist  
City Manager

**ATTACHMENTS:**

Amendment to Agreement for Legal Services with Burke, Williams, and Sorensen

January 5, 2018

Gary Nordquist, City Manager  
City of Wildomar  
23873 Clinton Keith Road, Suite 201  
Wildomar, CA 92595

**Re: Amendment to Agreement for Legal Services**

Dear Mr. Nordquist:

This letter is to amend the Agreement for Legal Services dated September 12, 2012 ("Agreement") between the City of Wildomar, a California municipal corporation ("City"), the Wildomar Cemetery District as a subsidiary district of the City ("District") and Burke, Williams and Sorensen, LLP, a California limited liability partnership a nonprofit corporation ("Burke").

The City, District and Burke agree to the following amendments to the Agreement:

**1. Exhibit C.**

A. The General Services section of Exhibit C is hereby amended to read as follows:

Fixed or "capped" retainer at the following amounts per month for provision of all general services, as defined in the Agreement:

- \$19,000 per month effective February 1, 2018
- \$20,000 per month effective July 1, 2018
- \$21,000 per month effective January 1, 2019
- \$22,000 per month effective July 1, 2019

Amendment to Agreement for Legal Services  
January 5, 2018  
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B. The Non-reimbursable Special Services section of Exhibit C is hereby amended to read as follows:

Non-reimbursable Special Services are special services (as defined in the Agreement) other than Reimbursable Special Services.

Rates for such services shall be billed as follows:

- \$215 / hour for associates effective February 1, 2018
- \$235 / hour for partners effective February 1, 2018
- \$135 / hour for paralegals effective February 1, 2018
  
- \$225 / hour for associates effective July 1, 2018
- \$245 / hour for partners effective July 1, 2018
  
- \$235 / hour for associates effective July 1, 2019
- \$255 / hour for partners effective July 1, 2019

**2. Remainder Unchanged.**

Except as specifically modified and amended in this letter, the Agreement remains in full force and effect and binding upon the parties.

**3. References.**

All references to the Agreement include all their respective terms and provisions. All defined terms utilized in this letter have the same meaning as provided in the Agreement, unless expressly stated to the contrary in this letter.

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We look forward to continuing to serve the City and District. Please contact Thomas D. Jex or the undersigned if, at any time, you have questions.

Best regards,

BURKE, WILLIAMS & SORENSEN, LLP

  
JOHN J. WELSH  
MANAGING PARTNER

I/we have read and understand the foregoing terms and provisions and agree to same as of January 10, 2018.

CITY OF WILDOMAR and WILDOMAR CEMETERY DISTRICT

By: \_\_\_\_\_  
Gary Nordquist  
City Manager, General Manager

Date: \_\_\_\_\_

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.8**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Dan York, Assistant City Manager

**SUBJECT:** Ordinance No. 144 Second Reading – CFD 2017-1 Wildomar DIF Financing

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council adopt an Ordinance entitled:

ORDINANCE NO. 144

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA,  
ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES  
DISTRICT NO. 2017-01 (WILDOMAR DIF FINANCING) AUTHORIZING THE LEVY OF  
SPECIAL TAXES

**DISCUSSION:**

The City Council approved the first reading of Ordinance No. 144 at the December 13, 2017 Council meeting for authorizing the levy of special taxes for Community Facilities District no. 2017-01 (Wildomar DIF Financing). At this time, it would be appropriate for the City Council to adopt Ordinance No. 141.

Submitted by:  
Dan York  
Assistant City Manager

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENT:**

Ordinance No. 144

## **ORDINANCE NO. 144**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WILDOMAR DIF FINANCING) AUTHORIZING THE LEVY OF SPECIAL TAXES**

**WHEREAS**, on November 8, 2017, the City Council (the "City Council") of the City of Wildomar (the "City") adopted Resolution No. 2017-51 declaring its intention to form Community Facilities District No. 2017-1 (Wildomar DIF Financing) of the City of Wildomar (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, comprising Chapter 2.5 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California (the "Act"); and

**WHEREAS**, on December 13, 2017, after providing all notice required by the Act, the City Council conducted a noticed public hearing required by the Act relative to the proposed formation of the District, and the proposed levy of a special tax therein to finance certain public facilities described in Resolution No. 2017-51; and

**WHEREAS**, at the December 13, 2017 public hearing, all persons desiring to be heard on all matters pertaining to the formation of the District and the proposed levy of the special tax to finance the facilities described in Resolution No. 2017-51 were heard and a full and fair hearing was held; and

**WHEREAS**, on December 13, 2017, the City Council adopted Resolution Nos. 2017-54 which formed the District and called a special election within the District on December 13, 2017 on two propositions relating to the levy of a special tax within the District and the establishment of an appropriations limit within the District; and

**WHEREAS**, on December 13, 2017, a special election was held within the District at which the qualified electors approved by more than a two-thirds vote both the propositions authorizing the levy of a special tax within the District for the purposes described in Resolution No. 2017-55 and establishing an appropriations limit for the District; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILDOMAR ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WILDOMAR DIF FINANCING) ORDAINS AS FOLLOWS:**

The above recitals are all true and correct.

**Section 1.** By the passage of this Ordinance, the City Council authorizes and levies special taxes within the District pursuant to Sections 53328 and 53340 of the Act at the rates and in accordance with the rate and method of apportionment set forth in Attachment "A" to Resolution No. 2017-51, which is incorporated by reference herein (the "Rate and Method"). The special taxes are hereby levied commencing in the fiscal year specified in the Rate and Method and in each fiscal year thereafter until payment in full of the Special Tax Requirement, payment of all costs of the public facilities authorized to be financed by the District, and payment of all costs of administering the District.

**Section 2.** Each of the Mayor, the City Manager, the Assistant City Manager, or their written designees (each, an "Authorized Officer"), acting alone, is hereby authorized and directed each fiscal year to determine the specific special tax rates and amounts to be levied in such fiscal year on each parcel of real property within the District, in the manner and as provided in the Rate and Method. The special tax rate levied on a parcel pursuant to the Rate and Method shall not exceed the maximum rate set forth in the Rate and Method for such parcel, but the special tax may be levied at a lower rate. Each Authorized Officer is hereby authorized and directed to provide all necessary information to the Treasurer-Tax Collector of the County of Riverside and to otherwise take all actions necessary in order to effect proper billing and collection of the special tax, so that the special tax shall be levied and collected in sufficient amounts and at times necessary to satisfy the financial obligations of the District in each fiscal year until the facilities have been paid for, and provision has been made for payment of all of the administrative costs of the District.

**Section 3.** Properties or entities of the state, federal or other local governments shall be exempt from the special tax, except as otherwise provided in Sections 53317.3 and 53317.5 of the Act and Section F of the Rate and Method. No other properties or entities are exempt from the special tax unless the properties or entities are expressly exempted in Resolution No. 2017-51, or in a resolution of consideration to levy a new special tax or special taxes or to alter the rate or method of apportionment or an existing special tax as provided in Section 53334 of the Act.

**Section 4.** All of the collections of the special tax shall be used as provided for in the Act, the Rate and Method and Resolution No. 2017-51.

**Section 5.** The special tax shall be collected in the same manner as ordinary ad valorem property taxes are collected and shall be subject to the same penalties and the same procedure, sale and lien priority in case of delinquency as is provided for ad valorem taxes (which such procedures include the exercise of all rights and remedies permitted by law to make corrections, including, but not limited to, the issuance of amended or supplemental tax bills), as such procedure may be modified by law or by the City Council from time to time.

**Section 6.** The Mayor of the City shall sign this Ordinance and the City Clerk shall attest to the Mayor's signature and then cause the same to be published within fifteen (15) days after its passage at least once in The Press Enterprise, a newspaper of general circulation published and circulated in the City of Wildomar.

**Section 7.** The specific authorization for adoption of this Ordinance is pursuant to the provisions of Section 53340 of the Act.

**Section 8.** The City Clerk is hereby authorized to transmit a certified copy of this ordinance to the Treasurer-Tax Collector of the County of Riverside, and to perform all other acts which are required by the Act, this Ordinance or by law in order to accomplish the purpose of this Ordinance.

**Section 9.** A full reading of this Ordinance is dispensed with prior to its final passage, a written or printed copy having been available to the City Council and the public a day prior to its final passage.

**Section 10.** This Ordinance shall take effect thirty days after its final passage.

**PASSED, APPROVED AND ADOPTED** at a regular meeting of the City Council of the City of Wildomar, California, this 13th day of December, 2017.

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Timothy Walker  
Mayor

**APPROVED AS TO FORM:**

**ATTEST:**

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Thomas D. Jex  
City Attorney

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Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.9**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Matthew C. Bassi, Planning Director

**SUBJECT:** Ordinance No. 145 Second Reading - Change of Zone 17-0102

**STAFF REPORT**

**RECOMMENDATION:**

The Planning Commission recommends that the City Council adopt an Ordinance entitled:

ORDINANCE NO. 145

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, APPROVING CHANGE OF ZONE NO. 17-0102 FROM R-R  
(RURAL RESIDENTIAL) TO R-1 (ONE-FAMILY DWELLING) TO BE  
CONSISTENT WITH THE GENERAL PLAN LAND USE DESIGNATION OF  
MEDIUM DENSITY RESIDENTIAL (MDR) FOR A 1.39 ACRE PARCEL  
LOCATED AT 21615 FRONT STREET (APN: 376-132-001), AND A  
DETERMINATION THAT NO ADDITIONAL ENVIRONMENTAL REVIEW IS  
REQUIRED PER CEQA GUIDELINES SECTION 15183

**DISCUSSION:**

The City Council approved the first reading of Ordinance No. 145 at the December 13, 2017 Council meeting for Change of Zone No. 17-0102. At this time, it would be appropriate for the City Council to adopt Ordinance No. 145.

Submitted by:  
Matthew Bassi  
Planning Director

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENT:**

Ordinance No. 145

**ATTACHMENT A**  
**City Council Ordinance**

## **ORDINANCE NO. 145**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 17-0102 FROM R-R (RURAL RESIDENTIAL) TO R-1 (ONE-FAMILY DWELLING) TO BE CONSISTENT WITH THE GENERAL PLAN LAND USE DESIGNATION OF MEDIUM DENSITY RESIDENTIAL (MDR) FOR A 1.39 ACRE PARCEL LOCATED AT 21615 FRONT STREET (APN: 376-132-001), AND A DETERMINATION THAT NO ADDITIONAL ENVIRONMENTAL REVIEW IS REQUIRED PER CEQA GUIDELINES SECTION 15183**

### **THE WILDOMAR CITY COUNCIL DOES ORDAIN AS FOLLOWS:**

#### **SECTION 1. CEQA FINDINGS**

The City Council, upon recommendation of the Planning Commission, in light of the whole record before it including but not limited to the staff reports dated November 1 and December 13, 2017, the City of Wildomar General Plan Environmental Impact Report (EIR) No. 441, Public Resources Code Section 21083.3, and CEQA Guidelines Section 15183 hereby finds and determines as follows:

- A. The proposed change of zone is consistent with the General Plan and an EIR was certified for the General Plan. The General Plan adopted by the Riverside County Board of Supervisors in 2003, and subsequently adopted by the City of Wildomar City Council on July 1, 2008 (per Resolution No. 08-01) has designated the subject property as MDR (Medium Density Residential), and EIR No. 441, certified by the Riverside County Board of Supervisors, analyzed potential environmental impacts associated with the General Plan's land use designations, including the subject property. Rezoning the subject property to R-1 is consistent with the General Plan land use designation of MDR, as the term "consistent" is defined in Guideline 15183(i)(2). The density allowed for under the R-1 zone is consistent with the density allowed under the MDR designation.
- B. There are no environmental impacts peculiar to the subject property that were not analyzed in EIR No. 441. The subject site does not contain any features that would create environmental impacts that would be peculiar to the subject site beyond what was originally analyzed and evaluated in the General Plan and EIR No. 441. The property continues to be vacant/unused land as it was when EIR NO. 441 was certified. As the proposed consistency zone change does not include any development proposal at this time, there are no environmental impacts.
- C. There are no significant environmental impacts, including off-site impacts or cumulative impacts that were not previously analyzed in EIR No. 441. EIR No. 441 analyzed the environmental impacts associated with the conversion of vacant or underutilized land to residential uses. This rezoning does not present any potential environmental impacts that were not analyzed in EIR No. 441. The property continues to be vacant/unused land as it was when EIR NO. 441 was certified. As the proposed

consistency zone change does not include any development proposal at this time, there are no environmental impacts.

- D. No substantial new information that was not known at the time EIR No. 441 was certified has been discovered indicating that a significant impact identified in EIR No. 441 would be more severe than previously determined. No information has been presented to, or discovered by, the City that indicates the environmental impacts associated with increased residential development will be more severe than analyzed in EIR No. 441.

E. That the decision regarding the environmental analysis and discussion above reflects the independent judgment and analysis of the City.

## **SECTION 2. Multiple Species Habitat Conservation Plan (MSHCP)**

The project is found to be consistent with the MSHCP. The project is located outside of any MSHCP criteria area and mitigation is provided through payment of the MSHCP Mitigation Fee.

## **SECTION 3. Change of Zone Findings**

In accordance with the provisions of California Government Code, Section 65800, et seq. and Chapter 17.280 of the Wildomar Municipal Code, the City Council, upon recommendation from the Planning Commission, hereby finds and determines as follows:

- A. The proposed change of zone is in conformance with the adopted General Plan for the City.

Evidence: The General Plan Land Use Designation for the project site is Medium Density Residential (MDR), and according to the consistency rezoning table established with the adopted General Plan, the R-1 (One-Family Dwelling) zoning category is highly consistent with the MDR land use designation. Therefore, the Change of Zone from R-R (Rural Residential) to R-1 (One-Family Dwelling) for the project site located at 21615 Front Street (APN: 376-132-001) is in conformance with the General Plan. Any development of the site in the future will be comply with the R-1 development standards in consistency with the MDR land use designation.

## **SECTION 4: Amendment to the Zoning Map**

The City Council, based on the findings above, hereby adopts an Ordinance approving Change of Zone No. 17-0102 for the property located at 21615 Front Street (APN: 376-132-001) as illustrated and attached hereto in Exhibit 1.

## **SECTION 5. Effective Date of the Ordinance.**

This Ordinance shall take effect and be in full force and operation 30 days after its second reading and adoption.

**SECTION 6      Severability.**

If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

**SECTION 7.      City Clerk Action**

The City Clerk is authorized and directed to cause this Ordinance to be published within 15 days after its passage in a newspaper of general circulation and circulated within the City in accordance with Government Code Section 36933(a) or, to cause this Ordinance to be published in the manner required by law using the alternative summary and pasting procedure authorized under Government Code Section 39633(c).

**PASSED, APPROVED AND ADOPTED** this 10th day of January, 2018.

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Ben J. Benoit  
Mayor

**APPROVED AS TO FORM:**

**ATTEST:**

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Thomas D. Jex  
City Attorney

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Debbie A. Lee, CMC  
City Clerk

## EXHIBIT 1

### R-R (Rural Residential) to R-1 (One Family Dwelling)

APN: 376-132-001



### LEGAL DESCRIPTION (APN: 376-132-001)

The land referred to herein is situated in the State of California, County of Riverside, City of Wildomar and described as follows:

All of Block 19, together with any right, title and interest in the streets adjoining same and in that portion of the abandoned 100 foot right of way of the Atchison, Topeka and Santa Fe Railroad Company, lying between the center line of Central Avenue and the center line of Penrose Avenue, all said property being in the Town of Wildomar, according to map on file in Book 6 Page 294 of Maps, Records of San Diego County, California.

Except that portion lying South of the North line of the property described in the document to the Riverside County Flood Control and Water Conservation District recorded December 27, 1985 as Instrument No. 85-292425 Official Records.

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.10**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Matthew C. Bassi, Planning Director

**SUBJECT:** Ordinance No. 146 Second Reading - SOA No. 17-01

**STAFF REPORT**

**RECOMMENDATION:**

The Planning Commission recommends that the City Council adopt an Ordinance entitled:

ORDINANCE NO. 146  
AN ORDINANCE OF THE CITY COUNCIL OF CITY OF WILDOMAR,  
CALIFORNIA, APPROVING AN AMENDMENT TO CHAPTER 16.12.240  
OF THE WILDOMAR MUNICIPAL CODE RELATED TO THE  
EXPIRATION TIMES FOR APPROVED TENTATIVE TRACT MAPS  
AND TENTATIVE PARCEL MAPS

**DISCUSSION:**

The City Council approved the first reading of Ordinance No. 146 at the December 13, 2017 Council meeting for Subdivision Ordinance Amendment No. 17-01. At this time, it would be appropriate for the City Council to adopt Ordinance No. 146.

Submitted by:  
Matthew Bassi  
Planning Director

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENT:**

Ordinance No. 146

**ATTACHMENT A**  
**City Council Ordinance**

## **ORDINANCE NO. 146**

### **AN ORDINANCE OF THE CITY COUNCIL OF CITY OF WILDOMAR, CALIFORNIA, APPROVING AN AMENDMENT TO CHAPTER 16.12.240 OF THE WILDOMAR MUNICIPAL CODE RELATED TO THE EXPIRATION TIMES FOR APPROVED TENTATIVE TRACT MAPS AND TENTATIVE PARCEL MAPS**

**WHEREAS**, Section 66452(e) of the Government Code (Subdivision Map Act) establishes the procedures and time periods for processing an extension of time for approved tentative tract and tentative parcel maps; and

**WHEREAS**, the City has a desire to amend its Subdivision Ordinance (Title 16) to address inconsistencies with state law regarding the submittal deadline for processing an extension of time for approved tentative tract and tentative parcel maps; and

**WHEREAS**, in accordance with Chapter 16.12.240 of the Wildomar Municipal Code, the City Council has the authority to take action on Subdivision Ordinance Amendment No. 17-01; and

**WHEREAS**, In accordance with the Wildomar Municipal Code, the Planning Department on November 24, 2017, published a legal notice in the Press Enterprise, a local newspaper of general circulation, notifying the general public of the December 13, 2017 City Council meeting whereby the Council would be discussing Subdivision Ordinance No. 17-01; and

**WHEREAS**, in accordance with Wildomar Municipal Code, the City of Wildomar City Council conducted the duly noticed public meeting on December 13, 2017, at which time interested persons had an opportunity to testify in support of, or opposition to Subdivision Ordinance Amendment No. 17-01, and at which time the City Council received public testimony regarding the proposed amendment.

**THE CITY COUNCIL OF THE CITY OF WILDOMAR HEREBY DOES ORDAIN AS FOLLOWS:**

#### **SECTION 1. CEQA DETERMINATION.**

In accordance with the requirements of the California Environmental Quality Act (Public Resources Code § 21000, et seq. ("CEQA")), a review of the potential environmental impacts was conducted by the Planning Department for Subdivision Ordinance Amendment No. 17-01. This evaluation indicated no potential for significant impacts on the environment since the proposed ordinance amendment which results in only text changes related to time extensions for tract maps and parcel maps, and does not alter the existing requirements that specific development projects must comply with the provisions of the California Environmental Quality Act. As a result, Zoning Ordinance Amendment is exempt from CEQA review pursuant to Chapter 15061(b)(3) which states that if an activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

Therefore, the City Council hereby determines that Subdivision Ordinance Amendment No. 17-01 has no potential to negatively impact the environment, and is hereby recommending City Council adoption of the general rule exemption as stated above.

**SECTION 2. MUNICIPAL CODE AMENDMENT.**

Chapter 16.12.240.A of the Wildomar Municipal Code is hereby revised in its entirety to read as follows:

- “A. Tentative Tract Maps. All schedule “A,” “B,” “C,” and “D” approved or conditionally approved tentative tract maps shall expire 36 months after approval by the appropriate hearing body, unless the final tract map has been approved by the City Council and recorded with the Riverside County Recorder’s office. The land divider may request an extension of time provided an application and fee (as set forth in Chapter 3.44 of the WMC) is submitted to the Planning Director prior to the expiration date of the tentative tract map. The following procedures apply to all extension of time requests for tentative tract maps:
1. The Planning Commission shall review the first request for an extension of time and at their discretion may extend the time to record the final tract map for a period up to three years.
  2. The Planning Commission shall review the second request for an extension of time and at their discretion may extend the time to record the final tract map for an additional two year period.
  3. The Planning Commission shall review the third request for an extension of time and at their discretion may extend the time to record the final tract map for a final one year period.
  4. If the final tract map has not been approved by the City Council and recorded with the Riverside County Recorder’s office within the nine year time frame identified above, the tentative tract map shall expire and become null and void.
  5. The decision of the Planning Commission on each extension of time request shall be final, unless the decision is appealed to the City Council, or the City Council calls for review the Commission’s decision. Any appeal shall be filed and heard by the City Council in accordance with Chapter 16.12.160 of the Wildomar Municipal Code. A call for review by the City Council shall be conducted in accordance with the provisions of Chapter 2.04.050 of the Wildomar Municipal Code.

**SECTION 3. MUNICIPAL CODE AMENDMENT.**

Chapter 16.12.240.B of the Wildomar Municipal Code is hereby revised in its entirety to read as follows:

- “B. Tentative Parcel Maps. All schedule “E,” “F,” “G,” “H” and “I” approved or conditionally approved tentative parcel maps shall expire 36 months after approval by the appropriate hearing body, unless the final parcel map has been approved by the City Council and recorded with the Riverside County Recorder’s office. The land divider may request an

extension of time provided an application and fee (as set forth in Chapter 3.44 of the WMC) is submitted to the Planning Director prior to the expiration date. The following procedures apply to all extension of time requests for tentative parcel maps:

1. The Planning Commission shall review the first request for an extension of time and at their discretion may extend the time to record the final parcel map for a period up to three years.
2. The Planning Commission shall review the second request for an extension of time and at their discretion may extend the time to record the final parcel map for an additional two year period.
3. The Planning Commission shall review the third request for an extension of time and at their discretion may extend the time to record the final parcel map for a final one year period.
4. If the final parcel map has not been approved by the City Council and recorded with the Riverside County Recorder's office within the nine year time frame identified above, the tentative tract map shall expire and become null and void.
5. The decision of the Planning Commission on each extension of time request shall be final, unless the decision is appealed to the City Council, or the City Council calls for review the Commission's decision. Any appeal shall be filed and heard by the City Council in accordance with Chapter 16.12.160 of the Wildomar Municipal Code. A call for review by the City Council shall be conducted in accordance with the provisions of Chapter 2.04.050 of the Wildomar Municipal Code.

#### **SECTION 4. SEVERABILITY.**

If any Chapter, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance, and each Chapter, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more Chapters, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional."

#### **SECTION 5. EFFECTIVE DATE.**

This ordinance shall take effect 30 days after its passage by the City Council.

#### **SECTION 6. PUBLICATION.**

The City Clerk is directed to certify the adoption of this ordinance and cause it to be published in the manner required by law.

**SECTION 7. CITY CLERK ACTION**

The City Clerk is authorized and directed to cause this Ordinance to be published within 15 days after its passage in a newspaper of general circulation and circulated within the City in accordance with Government Code Chapter 36933(a) or, to cause this Ordinance to be published in the manner required by law using the alternative summary and pasting procedure authorized under Government Code Chapter 39633(c).

**PASSED, APPROVED AND ADOPTED** this 10<sup>th</sup>, day of January 2018.

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Ben J. Benoit  
Mayor

**APPROVED AS TO FORM:**

**ATTEST:**

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Thomas D. Jex  
City Attorney

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Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #2.1**  
**PUBLIC HEARING**  
**Meeting Date: January 13, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Matthew Bassi, Planning Director

**SUBJECT:** Zoning Ordinance Amendment No. 17-04, Accessory Dwelling Units

**STAFF REPORT**

**RECOMMENDATION:**

The Planning Commission recommends the City Council introduce and approve first reading of an Ordinance entitled:

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

AN ORDINANCE OF THE CITY COUNCIL OF CITY OF  
WILDOMAR, CALIFORNIA, ADOPTING A GENERAL RULE  
EXEMPTION IN ACCORDANCE WITH SECTION 15061(B)(3) OF  
CEQA, AND APPROVAL OF ZONING ORDINANCE AMENDMENT  
NO. 17-04 AMENDING TITLE 3 (REVENUE/FINANCE) AND TITLE  
17 (ZONING) OF THE WILDOMAR MUNICIPAL CODE RELATED  
TO ACCESSORY DWELLING UNITS

**BACKGROUND / DESCRIPTION**

The City Council on August 30, 2017 adopted Ordinance No. 140 approving Zoning Ordinance Amendment No. 17-03 regulating Accessory Dwelling Units (ADU's). This ordinance was needed as a result of the passage of AB 2299 and SB 1069 by the state legislature. After adoption of Ordinance No. 140 by the Council, the state legislature passed AB 494 making minor revisions to existing ADU laws. AB 494 goes into effect on January 1, 2018.

**Planning Commission Action:**

On December 6, 2017, the Planning Commission reviewed the proposed code amendment. There were no public comments during the public hearing on the proposed amendment. The Commission determined that the proposed amendment is minor in nature and is consistent with the provisions of Ordinance No. 140 previously adopted by the Council on August 30, 2017. Therefore, the Commission voted 5 – 0 to adopt PC Resolution No. 2017-26 recommending City Council approval of Zoning Ordinance Amendment No. 17-04.

Zoning Ordinance Amendment No. 17-04 is needed to address the changes created by AB 494. The following is a summary of the major changes in AB 494:

<b>AB 2299 and SB 1069</b>	<b>AB 494</b>
Applies to ADU's proposed to be located on the same lot as an existing primary residence.	Applies to ADU's proposed to be located on the same lot as an existing or proposed primary residence.
An ADU may be rented out.	Both an ADU and the primary residence may be rented separately.
No setback can be required for an existing garage that is converted to an ADU.	No setback can be required for an existing garage that is wholly or partially converted to an ADU.
Parking requirements for ADU's cannot exceed one space per ADU or bedroom.	Parking requirements for ADU's cannot exceed one space per ADU or bedroom, whichever is less.
Allows ADU off-street parking requirements to be satisfied through tandem parking.	Defines tandem parking.
Requires certain types of off-street parking to be permitted for an ADU unless it is not allowed anywhere else in the jurisdiction.	This provision is removed.
When a parking structure is demolished for an ADU, City can require replacement parking on the same lot.	Clarifies that this applies when the parking structure is demolished or converted to an ADU.
Requires ministerial approval of a building permit to create an ADU entirely within the existing footprint of an accessory structure.	Clarifies that an accessory structure includes a studio, pool house, or other similar structure.
	Adds provision expressly authorizing city to require owner occupancy for either the primary residence or ADU where the ADU is within the footprint of an existing residence or accessory structure.

In addition to the state's changes, staff is proposing some minor clean-up changes to Title 3 (Revenue/Finance) and Title 17 (Zoning). Staff's proposal will modify Chapters 3.40.040; 3.42.020, 3.42.160, 3.43.110, 17.16.010, 17.24.010, 17.28.010, 17.32.010, 17.52.010, 17.236.030 and 17.240. to revise the text in each section to remove reference to "second units" and replace it with "accessory dwelling units." The proposed ordinance for ZOA No. 17-04 is provided for Council consideration in Attachment A.

#### **ENVIRONMENTAL/CEQA:**

In accordance with the requirements of the California Environmental Quality Act (Public Resources Code § 21000, et seq. ("CEQA")), a review of the potential environmental impacts was conducted by the Planning Department for Zoning Ordinance Amendment No. 17-04 which addresses minor "clean-up" provisions to the City's municipal code. This evaluation indicated no potential for significant impacts on the environment and meets the criteria for a general rule exemption from CEQA pursuant to Section 15061(b)(3) of the Guidelines.

Section 15061(b)(3) states that if an activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. As a result, the Planning Commission recommended the City Council make a determination that Zoning Ordinance Amendment No. 17-04 has no potential to negatively impact the environment, and adopt the general rule exemption as stated herein.

**FINDING OF FACT – ZOA NO. 17-04:**

In accordance with the provisions of Chapter 17.280 of the Zoning Ordinance, the City Council, upon recommendation from the Planning Commission, can make the following finding approving Zoning Ordinance Amendment No. 17-04.

- A. The proposed amendment is consistent with the City of Wildomar General Plan and Zoning Ordinance.

The proposed amendment is consistent with the City of Wildomar General Plan and Zoning Ordinance in that the proposed amendment involves only minor changes to the Title 3 and Title 17 of the Municipal Code to address reference changes from “second units” to “accessory dwelling units” and to change discrete portions of Chapter 17.240 to be consistent with state law. This amendment does not affect any of the standards adopted by the City Council in Ordinance via No. 140 related to the use and development of accessory dwelling units (ADU's) in the city's residential zones. Further, it will not affect any of the of the goals and polices of the Housing Element as the original Ordinance No. 140 remains in full force and effect which provides for inexpensive rental housing alternatives for residents of Wildomar.

**PUBLIC NOTICING:**

In accordance with Chapter 17.04 of the Wildomar Municipal Code, the Planning Department on December 29, 2017, published a legal notice in the Press Enterprise, a local newspaper of general circulation, notifying the general public of the January 13, 2018 hearing on Zoning Ordinance Amendment No. 17-04. As of the date of this report, staff has not received any public comments either for or against the proposed amendment. As this application does not involve the physical development of land, the provisions of Ordinance No. 135 requiring posting of sign boards at specific development sites does not apply.

**FISCAL IMPACT:**

There is no fiscal impact with the adoption of this Ordinance.

Respectfully Submitted,  
Matthew C. Bassi  
Planning Director

Reviewed By,  
Gary Nordquist  
City Manager

**ATTACHMENTS:**

- A. Council Ordinance for ZOA 17-04
- B. Ordinance No. 140 (existing ADU Ordinance)

# **ATTACHMENT A**

**Council Ordinance for ZOA 17-04**

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

**AN ORDINANCE OF THE CITY COUNCIL OF CITY OF  
WILDOMAR, CALIFORNIA, ADOPTING A GENERAL RULE  
EXEMPTION IN ACCORDANCE WITH SECTION 15061(B)(3)  
OF CEQA, AND APPROVAL OF ZONING ORDINANCE  
AMENDMENT NO. 17-04 AMENDING TITLE 3  
(REVENUE/FINANCE) AND TITLE 17 (ZONING) OF THE  
WILDOMAR MUNICIPAL CODE RELATED TO ACCESSORY  
DWELLING UNITS**

**WHEREAS**, Section 65852.2 of the Government Code, as amended by AB 2299 and SB 1069, went into effect on January 1, 2017 requiring local ordinances to be amended to establish new state regulations affecting Accessory Dwelling Units, including AB 494 which goes into effect on January 1, 2018; and

**WHEREAS**, the City Council adopted Ordinance No. 140 (ZOA No. 17-04) on August 30, 2017 and September 20, 2017 (2<sup>nd</sup> reading), respectively establishing updated state standards for Accessory Dwelling Units; and

**WHEREAS**, the City Council has reviewed, and has authority to take action on the proposed draft ordinance amending Title 3 (Revenue/Finance) and Title 17 (Zoning) to address “clean-up” items related to Accessory Dwelling Units; and

**WHEREAS**, the Planning Commission held a public hearing on December 6, 2017 for Zoning Ordinance Amendment No. 17-04, and adopted PC Resolution No. 2017-26 recommending City Council adoption of a General Rule exemption from CEQA and approval of Zoning Ordinance Amendment No. 17-04; and

**WHEREAS**, in accordance with the Wildomar Municipal Code, the Planning Department on December 29, 2018 published a legal notice in the Press Enterprise, a local newspaper of general circulation, notifying the general public of a public hearing with the City Council scheduled for January 10, 2018 to review Zoning Ordinance Amendment No. 17-04; and

**WHEREAS**, in accordance with Wildomar Municipal Code, the City of Wildomar Planning Commission conducted the duly noticed public hearing on January 10, 2018, at which time interested persons had an opportunity to testify in support of, or opposition to Zoning Ordinance Amendment No. 17-04, and at which time the City Council received public testimony regarding the proposed amendment.

**THE CITY COUNCIL OF THE CITY OF WILDOMAR HEREBY DOES ORDAIN  
AS FOLLOWS:**

**SECTION 1. CEQA DETERMINATION.**

In accordance with the requirements of the California Environmental Quality Act (Public Resources Code § 21000, et seq. (“CEQA”)), a review of the potential environmental impacts was conducted by the Planning Department for Zoning Ordinance Amendment No. 17-04 which addresses minor “clean-up” provisions to the City’s

municipal code. This evaluation indicated no potential for significant impacts on the environment and meets the criteria for a general rule exemption from CEQA pursuant to Section 15061(b)(3) of the Guidelines. Section 15061(b)(3) states that if an activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. As a result, the City Council hereby determines that Zoning Ordinance Amendment No. 17-04 has no potential to negatively impact the environment and adopts the general rule exemption as stated above.

## **SECTION 2. REQUIRED ZOA FINDING.**

In accordance with the provisions of Chapter 17.280 of the Zoning Ordinance, the City Council, upon recommendation of the Planning Commission, hereby makes the following finding for approval of Zoning Ordinance Amendment No. 17-04.

- A. The proposed amendment is consistent with the City of Wildomar General Plan and Zoning Ordinance.

The proposed amendment is consistent with the City of Wildomar General Plan and Zoning Ordinance in that the proposed amendment involves only minor changes to the Title 3 and Title 17 of the Municipal Code to address reference changes from “second units” to “accessory dwelling units” and to change discrete portions of Chapter 17.240 to be consistent with state law. This amendment does not affect any of the standards adopted by the City Council in Ordinance via No. 140 related to the use and development of accessory dwelling units (ADU’s) in the city’s residential zones. Further, it will not affect any of the goals and policies of the Housing Element as the original Ordinance No. 140 remains in full force and effect which provides for inexpensive rental housing alternatives for residents of Wildomar.

## **SECTION 3. MUNICIPAL CODE AMENDMENT.**

Chapter 3.40.040.G.8 of the Wildomar Municipal Code is hereby revised to read as follows:

- “8. Detached accessory dwelling units pursuant to Chapter 17.204 of this code.”

## **SECTION 4. MUNICIPAL CODE AMENDMENT.**

Chapter 3.42.020.K of the Wildomar Municipal Code is hereby revised to read as follows:

- “K. Even though accessory dwelling units on existing single-family lots may also contribute to the need for acquisition of lands necessary to implement the MSHCP, the board refrains from imposing the fee on such development at this time, and in regard finds that accessory dwelling units: (1) provide a cost effective means for serving development through the use of existing infrastructure, as contrasted to requiring the construction of new costly infrastructure to serve development in undeveloped areas; and (2) provide

relatively affordable housing for low and moderate income households without public subsidy.”

**SECTION 5. MUNICIPAL CODE AMENDMENT.**

Chapter 3.42.160.D of the Wildomar Municipal Code is hereby revised to read as follows:

“D. Detached and attached accessory dwelling units pursuant to Chapter 17.204 of the Wildomar Municipal Code.”

**SECTION 6. MUNICIPAL CODE AMENDMENT.**

Chapter 17.16.010.A.19 of the Wildomar Municipal Code is hereby revised to read as follows:

“19. Accessory Dwelling Units pursuant to Chapter 17.204 of this code.”

**SECTION 7. MUNICIPAL CODE AMENDMENT.**

Chapter 17.24.010.A.10 of the Wildomar Municipal Code is hereby revised to read as follows:

“10. Accessory Dwelling Units pursuant to Chapter 17.204 of this code.”

**SECTION 8. MUNICIPAL CODE AMENDMENT.**

Chapter 17.28.010.A.12 of the Wildomar Municipal Code is hereby revised to read as follows:

“12. Accessory Dwelling Units pursuant to Chapter 17.204 of this code.”

**SECTION 9. MUNICIPAL CODE AMENDMENT.**

Chapter 17.32.010.A.22 of the Wildomar Municipal Code is hereby revised to read as follows:

“22. Accessory Dwelling Units pursuant to Chapter 17.204 of this code.”

**SECTION 10. MUNICIPAL CODE AMENDMENT.**

Chapter 17.52.010.A of the Wildomar Municipal Code is hereby revised to read as follows:

“8. Accessory Dwelling Units pursuant to Chapter 17.204 of this code.”

**SECTION 11. MUNICIPAL CODE AMENDMENT.**

Chapter 17.236.030.A of the Wildomar Municipal Code is hereby revised to read as follows:

“A. Residency. In those zones permitting Class I kennels, such kennels may be placed upon parcels containing detached single-family dwelling units. All Class II kennels

and all catteries shall include a single-family dwelling to be used by a live-in caretaker, as required by the City standards for kennels and catteries. Notwithstanding any provision within this title to the contrary, no parcel with a kennel or cattery shall contain more than the maximum number of detached single-family dwelling units permitted by the existing zoning on the property. Multifamily dwelling units and attached single-family dwelling units shall not be permitted in conjunction with kennels or catteries; provided, however, that a guest dwelling or accessory dwelling unit pursuant to Chapter 17.204 of this code.”

#### **SECTION 12. MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.040 of the Wildomar Municipal Code is hereby revised to add a new subsection referred to as 17.204.040.A.4 to read as follows:

“4. An existing garage that is converted to an accessory dwelling unit or to a portion of an accessory dwelling unit is not subject to these setback requirements.

#### **SECTION 13. MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.040.D.1 of the Wildomar Municipal Code is hereby revised to read as follows:

“1. There shall be one off-street parking space per accessory dwelling unit or per bedroom, whichever is less.”

#### **SECTION 14. MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.040.D.4 of the Wildomar Municipal Code is hereby revised to read as follows:

“4. If a garage or covered carport is demolished in conjunction with the construction of an accessory dwelling unit, or is converted to an accessory dwelling unit, those parking spaces shall be replaced on the same lot as the accessory dwelling unit in any configuration and comply with all applicable standards of the zone district.”

#### **SECTION 15. MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.040.D.5.c of the Wildomar Municipal Code is hereby revised to read as follows:

“c. The accessory dwelling unit is part of the proposed or existing primary residence or an existing accessory structure.”

#### **SECTION 16. MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.040.H of the Wildomar Municipal Code is hereby revised to read as follows:

“H. The lot on which an accessory dwelling unit is located shall have an existing or proposed owner-occupied, one-family detached dwelling unit on the premises. The owner/occupant may live in the primary dwelling unit or in the accessory dwelling unit.”

**SECTION 17.**            **MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.050 (1<sup>st</sup> paragraph) of the Wildomar Municipal Code is hereby revised to read as follows:

“Attached accessory dwelling units created through an addition to the primary dwelling unit or an addition to an accessory structure shall comply with the standards listed in Subsection A through M of Section 17.204.040 of this Chapter.”

**SECTION 18.**            **MUNICIPAL CODE AMENDMENT.**

Chapter 17.204.050.D of the Wildomar Municipal Code is hereby revised to add a new subsection to read as follows:

“3.     An accessory dwelling unit that is constructed above a garage is required to be setback at least five (5) feet from the side and rear lot lines.”

**SECTION 19.**            **SEVERABILITY.**

If any Chapter, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance, and each Chapter, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more Chapters, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.”

**SECTION 20.**            **EFFECTIVE DATE.**

This ordinance shall take effect thirty (30) days after its passage by the City Council.

**SECTION 21.**            **PUBLICATION.**

The city clerk is directed to certify the adoption of this ordinance and cause it to be published in the manner required by law.

**SECTION 22.**            **CITY CLERK ACTION**

The City Clerk is authorized and directed to cause this Ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the City in accordance with Government Code Chapter 36933(a) or, to cause this Ordinance to be published in the manner required by law using the alternative summary and pasting procedure authorized under Government Code Chapter 39633(c).

**PASSED, APPROVED AND ADOPTED** this 10th, day of January 2018.

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Ben J. Benoit  
Mayor

**APPROVED AS TO FORM:**

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Thomas D. Jex  
City Attorney

**ATTEST:**

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Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.1**  
**GENERAL BUSINESS**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Dan York, Assistant City Manager

**SUBJECT:** “Move I-15 Through the Temecula and Elsinore Valleys” Task Force

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2018 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, TO SUPPORT “MOVE 1-15 THROUGH TEMECULA AND  
ELSINORE VALLEYS,” A SOUTHWEST RIVERSIDE COUNTY REGIONAL  
TASK FORCE CREATED TO ADDRESS THE DAILY INTERSTATE 15  
TRAFFIC CONGESTION BETWEEN THE I-15/SR91 JUNCTION AND THE SAN  
DIEGO COUNTY LINE

**BACKGROUND:**

On Thursday, November 30, 2017, the cities of Temecula, Murrieta, Wildomar, Lake Elsinore, Menifee, and the Pechanga Tribe convened at a regional roundtable meeting to discuss existing freeway conditions and traffic congestion along the Interstate 15 (I-15) corridor through Temecula Valley. A presentation was made by City of Temecula’s Public Works Director identifying the I-15 corridor through Temecula Valley between the I-15/215 Junction and San Diego County as one of the worst freeway segments in the United States. A result of the initial regional roundtable meeting was to form a Task Force to address the need to expand I-15 through Temecula Valley with additional traffic lanes to improve the quality of life for hundreds of thousands of residents and commuters. The Task Force intends to include representatives of the cities of Temecula, Murrieta, Wildomar, Lake Elsinore, Menifee, Riverside County 3rd District, and the Pechanga Tribe. Members of the Task Force may include elected officials, City Managers, and Public Works Directors. Additional stakeholders could also include regional transportation partners including Pechanga, Caltrans, Riverside County Transportation Commission (RCTC), San Diego Association of Governments (SANDAG), Western Riverside Council of Governments (WRCOG), Southern California Association of Governments (SCAG) and other stakeholders.

**DISCUSSION:**

The focus of the initial Task Force meeting discussed the needs to improve the section of I-15 in the Temecula Valley between the I-15/215 Junction and San Diego County. Staff recommends that the City of Wildomar's participation on the Task Force focus on an expanded area to include the Temecula and Elsinore Valley between I-15/SR-91 Junction and San Diego County.

The proposed resolution seeks to approve the City's participation in the Task Force and appointment a City Council Member, a City Council Member Alternate, a representative from the City Manager's office and the Public Works Director to the Task Force. The Task Force will function as a unified regional voice in Southwest Riverside County in support of expanding I15. The Task Force will meet regularly over an appropriate period determined by the Task Force to achieve certain objectives. Initial objectives identified at the initial roundtable meeting include:

- Evaluate the existing and future Average Daily Traffic (ADT) including Average Weekday Traffic (AWDT), congestion, commute delays, and levels of service along I-15 through the Temecula Valley corridor.
- Consider options to accommodate peak travel through this region.
- Ensure needed improvements along this segment of I-15 are programmed into the Regional Transportation Plan (RTP).
- Identify urgent needs to address traffic volumes along I-15 through Temecula Valley corridor and begin conversations to communicate the urgency of this project at all levels of government.
- Identify funding sources for the designation of appropriate funds at regional, State and Federal levels.
- Address the regional impacts to economic development and "quality of life" of all Cities within Southwest Riverside County, which will worsen without widening Interstate 15 through Temecula Valley.

**FISCAL IMPACTS:**

There is no fiscal impact associated in participating in the regional Task Force. Administrative costs associated with Task Force meetings will be funded through existing budget appropriations.

Submitted by:  
Dan York  
Assistant City Manager

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENTS:**

Resolution

**RESOLUTION NO. 2018 - \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, TO SUPPORT “MOVE 1-15 THROUGH TEMECULA AND  
ELSINORE VALLEYS,” A SOUTHWEST RIVERSIDE COUNTY REGIONAL  
TASK FORCE CREATED TO ADDRESS THE DAILY INTERSTATE 15  
TRAFFIC CONGESTION BETWEEN THE I-15/SR91 JUNCTION AND THE  
SAN DIEGO COUNTY LINE**

**WHEREAS**, on Thursday, November 30, 2017, the Cities of Temecula, Murrieta, Wildomar, Lake Elsinore, Menifee, and the Pechanga Tribe, convened at Temecula City Hall to discuss traffic on Interstate 15 as residents, visitors, businesses and commuters from all cities in Southwest Riverside County that travel to, from, or through Temecula and Elsinore Valleys are significantly delayed on I-15; and

**WHEREAS**, Interstate 15 traffic congestion between the I-15/215 Junction and San Diego County is ranked as one of the worst freeway segments in the United States by INRIX Research, and other publications, in terms of traffic and economic cost of congestion; and is a major economic and quality of life concern to all cities of Southwest Riverside County, and beyond; and

**WHEREAS**, Interstate 15 through Temecula and Elsinore Valleys is an essential corridor for freight and commerce throughout Western United States connecting Southern California to Canada through the states of California, Nevada, Arizona, Utah, Idaho, and Montana, and is in need of regional, state and federal infrastructure funding; and

**WHEREAS**, a Regional Task Force “Move 1-15 through Temecula and Elsinore Valleys” will be structured by the Cities of Temecula, Murrieta, Wildomar, Lake Elsinore, Menifee and the Pechanga Tribe to work as a collective voice and include Caltrans, Riverside County Transportation Commission (RCTC), Southern California Association of Governments (SCAG), Western Riverside Council of Governments (WRCOG), San Diego Association of Governments (SANDAG), and other partners, as well as federal, state and county officials; and

**WHEREAS**, “Move 1-15 through Temecula and Elsinore Valleys” Task Force recognizes the five-city regional need to improve Interstate 15 by constructing more lanes along Interstate 15 from the San Diego County line to the I-15/SR-91 Junction; and that there is a direct correlation to reducing commuter traffic by attracting higher paying jobs to the region, and supporting high-quality, affordable housing for those working in the service job sector who sustain the region’s tourism and hospitality industry; and

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Wildomar City Council, in regular session assembled on January 10, 2017, that:

the City of Wildomar does hereby resolve to appoint a City Council Member and an Alternate, a member from the City Manager's office and the Public Works Director, to the regional Task Force "Move I-15 Through Temecula and Elsinore Valleys," to serve as part of a unified regional voice in Southwest Riverside County in support of expanding Interstate 15 from the San Diego County line to the I-15/SR-91 Junction to improve the health and safety, quality of life, and economic needs of the citizenry of the City of Wildomar and the region as a whole.

**PASSED, APPROVED, AND ADOPTED** this 10th day of January, 2018.

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Ben J. Benoit  
Mayor

APPROVED AS TO FORM:

ATTEST:

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Thomas D. Jex  
City Attorney

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Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.2**  
**GENERAL BUSINESS**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members

**FROM:** Dan York, Assistant City Manager

**SUBJECT:** Update Local Goals & Policies and Appraisal Standards Concerning the Use of the Community Facilities Act of 1982

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council discuss and provide direction.

**BACKGROUND:**

The city adopted local goals, policies and appraisal standards concerning Community Facilities Districts (CFD's) on January 25, 2011. In the event that a CFD formation is presented for City Council consideration, the adopted policy provides guidance on how to proceed in establishing the CFD. The policy sets priorities for facilities needed, operations and maintenance; the quality of credit; and, limits on the level of debt to be incurred.

The city formed a CFD specific to new development paying an annual CFD tax to offset the ongoing cost of maintenance and services associated with the development. The city also formed a CFD specific to small development as a form of security to pay Deferred Development Impact Fees. The city has not formed a CFD that has issued bonds to fund capital facilities.

**DISCUSSION:**

Developers routinely consider formation of a CFD to bond for the cost to improve capital facilities and cover 'pay-as-you-go' costs like Development Impact Fees. In recent cases where the city has not taken the lead to administer the CFD to bond for developer costs, the developer has formed the CFD through either the Elsinore Valley Municipal Water District or the Lake Elsinore Unified School District.

Should the City Council consider the future formation of a CFD that will bond for capital facilities, staff recommends clarifying the city's priorities. The city may set priority to only bond for city facilities or also allow for public utility facilities. Our current policy allows any type of facility and does not differentiate a priority between city facility and public utility. The city may specify the order of priority relative to first maintenance and service and

then facilities for example. Staff also suggests updating the Local Goals & Policies to be more prescriptive in describing maximum tax annual increases for maintenance and services for the city formed CFD's. Attached is a draft markup of the city's adopted policies.

**FISCAL IMPACTS:**

There is no fiscal impact associated updating the Goals & Policies and Appraisal Standards.

Submitted by:  
Dan York  
Assistant City Manager

Approved by:  
Gary Nordquist  
City Manager

**ATTACHMENTS:**

Draft Markup of City's Adopted Local Goals & Policies and Appraisal Standards

**Attachment A  
CITY OF WILDOMAR**

**LOCAL GOALS AND POLICIES AND APPRAISAL STANDARDS  
CONCERNING USE OF COMMUNITY FACILITIES ACT OF 1982**

The City Council (the "Council") of the City of Wildomar, California (the "City") hereby adopts the following in compliance with Section 53312.7 and 53345.8 of the Community Facilities Act of 1982 (the "Act").

**General Policy Respecting Use of the Act.**

As a matter of general policy, the City will utilize the Act for purposes of (1) acquiring and constructing and providing financing for all or a prescribed portion of the cost and expense of public capital improvements ("facilities") to be owned by the City or other public agencies or regulated public utility companies and which serve a public purpose for the City and its inhabitants and (2) financing all or a prescribed portion of the estimated cost and expense of maintaining and operating such facilities and/or providing services as permitted by the Act.

**Priorities for Use of Act.**

Reserving the right to make exceptions when circumstances warrant, the City establishes the following priority in order of preference for use of the Act:

1. The cost and expense of maintaining and operating facilities;
2. The cost of services (including environmental mitigation monitoring programs) permitted to be paid for from special taxes under the Act
- ~~2-3.~~ Facilities which provide a community-wide benefit to all inhabitants of the City;
- ~~3-4.~~ Facilities needed to serve a community plan or specific plan area that is currently deficient in off-site infrastructure needed to develop the area as planned, i.e. "backbone" infrastructure to support already approved community plan or specific plan areas;
- ~~4-5.~~ Other facilities for which there is a clearly demonstrated public benefit but which benefit is likely to be greater to specific sub-areas of the City rather than community-wide;
6. Other facilities permitted by the Act; and,
- ~~5-7.~~ "Pay as you go programs" like Development Impact Fees
- ~~6-8.~~ The cost and expense of maintaining and operating any of the foregoing facilities; and
9. The cost of services (including environmental mitigation monitoring programs) permitted to be paid for from special taxes under the Act.

**7. Required Credit Quality.**

The Council adopts the requirements of Section 53345.8 of the Act (a copy of which is set forth in Exhibit 1, attached hereto) as sufficient minimum standards for the credit quality of any bonds issued pursuant to the Act.

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### Disclosure to Property Purchasers.

The Council finds that the statutory requirements of disclosure to property purchasers contained in the Act, most notably, but not limited to, Sections 53328.3, 53328.5 (including the referenced sections of the California Streets and Highways Code), 53340.2 and 53341.5 adequately address this need, and no additional procedures need be imposed by the City. The Council reserves the right to require additional disclosure procedures in any particular case.

### Requirements for Special Tax Formulas.

The proposed amount and apportionment of the special tax for each community facilities district ("CFD") shall comply with the following criteria:

1. The special tax formula shall be structured to produce sufficient annual special tax revenue to pay:
  - (a) annual debt service on special tax bonds which have been issued, if any;
  - (b) amounts needed to replenish any reserve funds for such bonds (with a goal establishing a three year reserve);
  - (c) reasonable annual administrative expenses of the City in the administration of the special taxes and the bonds, if any, of the CFD, including without limitation fees and expenses of trustees, fiscal agents, special tax consultants, arbitrage rebate compliance consultants, arbitrage rebate payments, and any incidental expenses related thereto; and
  - (d) the cost of any maintenance, services, capital facilities and "pay as you go" programs funded by the CFD special tax.
2. A backup special tax to protect against unforeseen contingencies, including but not limited to unusual levels of delinquency in the payment of the special tax.
3. The rate and method of apportionment may provide for an annual increase in the maximum special tax for all properties by:
  - (a) ~~not to exceed~~ the greater of consumer price index (C.P.I.) or 2% for maintenance services;
  - (b) The greater of C.P.I or 5% for public safety services;
  - (c) by a percentage determined by the DIF Deferral program;
  - (d) by a maximum of two (2) percent for financing public facilities; and,
- 3.(e) ~~annually and~~ shall provide for prepayment and discharge of that portion of the special tax obligation on any properties pertaining to debt service on special tax bonds, if any, as distinguished from that portion of the special tax obligation on such properties pertaining to maintenance, services, capital facilities or other pay-as-you-go programs.
4. The total projected annual special tax revenues, less estimated annual administrative expenses, maintenance, services and pay-as-you-go program costs, shall be at least equal to the projected annual gross debt service on outstanding special tax bonds, if any.
5. All property within the CFD not otherwise statutorily exempted or owned (or to be owned) by a public entity and to be benefited shall bear its appropriate

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share of the special tax liability, as determined in the rate and method of apportionment of special taxes for the CFD.

6. The special tax shall be allocated and apportioned on the basis of reasonableness to all categories and classes of property within the CFD, as determined by the Council; To the extent provided for by law, the Council may take into consideration property ownership characteristics.
7. The total amount of projected ad valorem property tax and other direct and overlapping debt for the proposed CFD (including estimated CFD charges, projected benefit assessments, levies for authorized but unissued debt and any other anticipated municipal charges which may be included on a property owner's annual property tax bill), including the proposed maximum special tax, shall not exceed two and one-half percent (2½ %) of the estimated market value for any single family home, condominium or town home. Unless specially authorized by the Council, any deviations from the foregoing must be specifically approved by the Council.

#### **Appraisal Standards.**

The Appraisal Standards for Land Secured Financings (the "Standards") published by the California Debt and Investment Advisory Commission, dated May 1994 and updated July 2004 are adopted as the appraisal standards for the City with the following modifications:

1. The independent review appraiser is an option, and not a requirement.
2. The comparable sales method may be used whenever there is sufficient data available in the opinion of the appraiser.
3. The appraiser should assume the presence of the facilities to be financed with the proposed special tax bonds.
4. The special tax lien need not be computed as the present value of the future tax payments if there is a pre-payment mechanism or other more appropriate measure.
5. Except where necessary to make a meaningful comparable sale comparison, the appraiser is not to discount the value of property for the amount of the special tax or assessment liens. This also means that the special tax should be ignored in any discounted cash flow analysis.
6. Page 29 of the Standards, in the definition of "Bulk Sale Value," states the requirement that all parcels within a tract or development be included. Instead, it may be any defined portion of the property.

## EXHIBIT 1

### TEXT OF SECTION 53345.8 OF THE ACT

Government Code §53345.8.

~~(a) The legislative body may sell bonds pursuant to this chapter only if it determines prior to the award of sale of bonds that the value of the real property that would be subject to the special tax to pay debt service on the bonds will be at least three times the principal amount of the bonds to be sold and the principal amount of all other bonds outstanding that are secured by a special tax levied pursuant to this chapter on property within the community facilities district or a special assessment levied on property within the community facilities district. Any determination made pursuant to this subdivision shall be based upon the full cash value as shown on the ad valorem assessment roll or upon an appraisal of the subject property made in a manner consistent with the policies adopted pursuant to paragraph (5) of subdivision (a) of Section 53312.7 by a state certified real estate appraiser, as defined in subdivision~~

~~(c) of Section 11340 of the Business and Professions Code. The Treasurer may recommend definitions, standards, and assumptions to be used for these appraisals. These definitions, standards, and assumptions are advisory only, and the definitions, standards, and assumptions to be applied to appraisals will be those adopted by the local agency pursuant to paragraph (5) of subdivision (a) of Section 53312.7.~~

~~(b) Notwithstanding the provisions of subdivision (a), if the legislative body selling the bonds finds and determines that the proposed bonds do not present any unusual credit risk due to the availability of credit enhancements or for other reasons specified by the legislative body, the provisions of subdivision (a) may be disregarded.~~

~~(c) Notwithstanding the provisions of subdivision (a), if the legislative body selling the bonds finds and determines by a vote of not less than four fifths of all of its members that the proposed bond issue should proceed for specified public policy reasons, the provisions of subdivision (a) may be disregarded.~~

~~A finding and determination by the legislative body pursuant to this subdivision shall be final and conclusive upon all persons in the absence of actual fraud, and neither the legislative body nor the district shall have any liability of any kind whatsoever out of, or in connection with, any finding and determination.~~

(a) The legislative body may sell bonds pursuant to this chapter only if it determines prior to the award of sale of bonds that the value of the real property that would be subject to the special tax to pay debt service on the bonds will be at least three times the principal amount of the sum of the following:

(1) The principal amount of the bonds to be sold.

(2) The principal amount of all other bonds outstanding that are secured by a special tax levied pursuant to this chapter on property within the community facilities district or a special assessment levied on property within the community facilities district. The legislative body shall estimate the principal amount of these other bonds that are secured by property within the district by assuming that the maximum allowable tax or assessment applicable to each parcel of property within the district will be levied until the date of maximum maturity of the bonds. Any determination made pursuant to this subdivision shall be based upon the full cash value as shown on the ad valorem assessment roll or upon an appraisal of the subject property made in a manner consistent with the policies adopted pursuant to paragraph (5) of subdivision (a) of Section 53312.7 by a state certified real estate appraiser, as defined in subdivision (c) of Section 11340 of the Business and Professions Code . The Treasurer may recommend definitions, standards, and assumptions to be used for these appraisals. These definitions, standards, and assumptions are advisory only, and the definitions, standards, and assumptions to be applied to appraisals will be those adopted by the local agency pursuant to paragraph (5) of subdivision ( a) of Section 53312.7 .

(b) Notwithstanding the provisions of subdivision (a), if the legislative body selling the bonds finds and determines that the proposed bonds do not present any unusual credit risk due to the availability of credit enhancements, or because a sufficient portion of the principal amount of a bond issue has been deposited in a self-financing and self-liquidating escrow account under conditions such that it cannot be withdrawn until the value of real property subject to special taxes has increased sufficiently so that the requirements of subdivision (a) will be met or for other reasons specified by the legislative body, the provisions of subdivision (a) may be disregarded.

(c) Notwithstanding the provisions of subdivision (a), if the legislative body selling the bonds finds and determines by a vote of not less than four-fifths of all of its members that the proposed bond issue should proceed for specified public policy reasons, the provisions of subdivision (a) may be disregarded.

A finding and determination by the legislative body pursuant to this subdivision shall be final and conclusive upon all persons in the absence of actual fraud, and neither the legislative body nor the district shall have any liability of any kind whatsoever out of, or in connection with, any finding and determination.

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.3**  
**GENERAL BUSINESS**  
**Meeting Date: January 10, 2018**

---

**TO:** Mayor and City Council Members  
**FROM:** Thomas D. Jex, City Attorney  
**SUBJECT:** Resolution Approving Increase in City Manager Compensation

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve a Resolution entitled:

RESOLUTION NO. 2018 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR, CALIFORNIA, APPROVING AN INCREASE IN  
THE CITY MANAGER'S ANNUAL BASE SALARY

**DISCUSSION:**

The City Council approved a Third Amendment to the Agreement for Employment of the City Manager on April 12, 2017. This Third Amendment, among other things, increased the base salary for the City Manager and provided that the City Council may, in open session of a City Council meeting, increase the City Manager's base salary in 2018, 2019 and 2020. Section 2 of the Third Amendment provides in part:

"Subject to a satisfactory performance review and the approval of the City Council in open session of a City Council meeting, the City Manager's annual base salary may be increased as follows:

- \$201,000 effective January 1, 2018
- \$210,000 effective January 1, 2019
- \$219,000 effective January 1, 2020"

The City Manager has completed a satisfactory performance review and the City Council may now increase his base salary for 2018 through the approval of the attached Resolution.

Submitted by:  
Thomas D. Jex  
City Attorney

**ATTACHMENTS:**

Resolution No. \_\_\_\_\_

Third Amendment to Agreement for Employment of City Manager

**RESOLUTION NO. 2018-\_\_\_\_\_**

**A RESOLUTION OF THE WILDOMAR CITY COUNCIL  
APPROVING AN INCREASE IN THE CITY MANAGER'S  
ANNUAL BASE SALARY**

**WHEREAS**, The City of Wildomar and the City Manager entered into an Agreement for Employment of City Manager ("Agreement") dated January 1, 2013; and

**WHEREAS**, City and City Manager entered into a First Amendment to the Agreement dated January 1, 2016 which extended the Agreement to December 31, 2017. City and City Manager entered into a Second Amendment to the Agreement dated December 14, 2016, which modified terms on vacation cash out; and

**WHEREAS**, City and City Manager entered into a Third Amendment to the Agreement dated April 12, 2017 ("Third Amendment") which, among other things, extended the Agreement to December 31, 2020 and provided for increases in annual base salary which may be approved by the City Council in open session of a City Council meeting; and

**WHEREAS**, the City Council desires to increase the City Manager's annual base salary as provided in this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Wildomar City Council as follows:

**SECTION 1.** That the foregoing recitals are true and correct and constitute findings of the City Council.

**SECTION 2.** The Third Amendment provides as follows:

**"2. Base Salary.** Section III (A) of the Agreement is hereby amended to read as follows:

CITY MANAGER shall receive compensation for work performed at a beginning annual base salary of \$191,000 (retroactively effective as of January 1, 2017), which will be paid in increments as established from time to time for all CITY employees who are now currently paid semi-weekly.

Subject to a satisfactory performance review and the approval of the City Council in open session of a City Council meeting, the City Manager's annual base salary may be increased as follows:

- \$201,000 effective January 1, 2018
- \$210,000 effective January 1, 2019
- \$219,000 effective January 1, 2020"

**SECTION 3.** The City Council hereby approves an increase to the City Manager's annual base salary to \$201,000 effective January 1, 2018 as provided for in Section 2 of the Third Amendment which is attached as Exhibit "A."

**PASSED, APPROVED, AND ADOPTED** this 10<sup>th</sup> day of January, 2018.

---

Ben J. Benoit, Mayor

**ATTEST:**

---

Debbie Lee, City Clerk

**APPROVED AS TO FORM:**

---

Thomas D. Jex, City Attorney

STATE OF CALIFORNIA       )  
COUNTY OF RIVERSIDE     )  
CITY OF WILDOMAR         )

I, Debbie Lee, City Clerk of the City of Wildomar, do hereby certify that the foregoing Resolution No. \_\_\_\_\_ was duly adopted by the City Council of the City of Wildomar at a regular meeting thereof, held on the \_\_\_\_ day of \_\_\_\_\_, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Debbie Lee, City Clerk

**Exhibit “A”**

Third Amendment to Agreement for Employment of City Manager

### **THIRD AMENDMENT TO AGREEMENT FOR EMPLOYMENT OF CITY MANAGER**

This Third Amendment to Agreement for Employment of City Manager ("Third Amendment"), which is dated April 12, 2017 ("Effective Date"), is hereby entered into by and between the CITY OF WILDOMAR, a California general law city ("City"), and Gary Nordquist ("City Manager") as follows:

#### **RECITALS**

A. City and City Manager entered into an Agreement for Employment of City Manager ("Agreement") dated January 1, 2013.

B. City and City Manager entered into a First Amendment to the Agreement dated January 1, 2016 which extends the Agreement to December 31, 2017. City and City Manager entered into a Second Amendment to the Agreement dated December 14, 2016, which modified terms on vacation cash out.

C. City and City Manager now desire to amend the Agreement.

#### **OPERATIVE PROVISIONS**

NOW, THEREFORE, in consideration of the promises made and recited herein, the parties do hereby enter into this Third Amendment which modifies and amends the Agreement as follows:

**AMENDMENT.** The Agreement is hereby modified and amended as follows:

**1. Term of Agreement.** Section I (B) (1) of the Agreement is hereby amended to read as follows:

The term of the Agreement shall be set as a 4 year term (commencing January 1, 2017 and terminating on December 31, 2020), renewing automatically only for the remainder of the term immediately following the City Manager's annual performance review whenever that review is conducted unless at that time, written notice is given that the term will not be renewed upon the expiration of the term, but will be allowed to expire. Upon such notice that the term will be permitted to expire, the term shall continue for the remaining years of the term, unless further action is taken by the City Council to further extend the term.

Nothing in this provision shall be construed as limiting or modifying the right of the City Council to terminate this contract under the provisions of Section V of the Agreement

**2. Base Salary.** Section III (A) of the Agreement is hereby amended to read as follows:

CITY MANAGER shall receive compensation for work performed at a beginning annual base salary of \$191,000 (retroactively effective as of January 1, 2017), which will

be paid in increments as established from time to time for all CITY employees who are now currently paid semi-weekly.

Subject to a satisfactory performance review and the approval of the City Council in open session of a City Council meeting, the City Manager's annual base salary may be increased as follows:

- \$201,000 effective January 1, 2018
- \$210,000 effective January 1, 2019
- \$219,000 effective January 1, 2020

**3. Sick Leave.** Section III (E) (2) of the Agreement is hereby amended to read as follows:

The City Manager shall accrue sick leave at the rate of one day per month. Sick leave may be accumulated with no cap of accrual. All accrued sick leave will be cashed out at 100% of its value upon termination.

**4. Sick Leave.** Sections V (A), (C), (E), and (F) of the Agreement are hereby amended to read as follows:

**A. Termination By Council.**

Except as provided in Section B below, the City Council may terminate this Agreement with or without cause at the option of the City Council upon ten (10) working days' written notice in accord with the terms of this section. CITY will cash out the accumulated, but unused sick leave, management leave, and vacation time upon termination.

**C. Termination Without Cause/ Severance.**

If the CITY terminates CITY MANAGER without cause, then the CITY MANAGER shall be entitled to a lump sum severance payment equal to six month's base salary, as defined in Section III.A of this Agreement.

CITY will cash out the accumulated, but unused sick leave, management leave, and vacation time upon termination at any time. No other non-cash items, except health benefits, will be included in the severance payment. Health benefits may be continued for the same duration of time as covered in the severance, or until the employee finds other employment, whichever occurs first.

**E. Termination for Cause**

CITY may terminate CITY MANAGER for cause. Cause shall include, but not be limited to the following:

1. Failure to perform the duties of the CITY MANAGER as set forth in the Wildomar Municipal Code as determined by a four-fifths (4/5ths) vote of the entire City Council.
2. Violation of state or federal law exposing the CITY to liability.
3. Conviction on a misdemeanor or felony charge.

In order to determine whether cause for termination exists, the CITY shall investigate any charges brought forward against CITY MANAGER and provide CITY MANAGER with an opportunity to be heard prior to taking any action. In the event that the CITY MANAGER is terminated for cause, no severance pay will be due to the CITY MANAGER. CITY will cash out the accumulated, but unused sick leave, management leave, and vacation time upon termination.

**F. Voluntary Resignation.**

CITY MANAGER may terminate the Agreement by giving the CITY 30 days' written notice in advance of termination, at the end of which period the Agreement will terminate, unless the CITY and CITY MANAGER otherwise agree. Upon termination, whether voluntary or otherwise, CITY MANAGER shall be paid for all accrued, but unused, vacation, sick leave and holiday time at his highest hourly rate earned during his tenure with CITY. CITY will cash out the accumulated, but unused sick leave, management leave, and vacation time upon resignation.

**5. Retirement Health Savings Program.** Section III (C) is hereby amended to read as follows:

**C. Retirement Health Savings Program**

Effective January 1, 2017, CITY shall provide CITY MANAGER with a Retirement Health Savings Program plan. CITY shall contribute an amount towards the CITY MANAGER's plan that is equivalent to 8% of the CITY MANAGER's salary, as made on a bi-weekly basis and pursuant to plan terms and conditions. Such contributions shall terminate upon CITY MANAGER's retirement or separation from CITY.

**GENERAL PROVISIONS.**

**1. Remainder Unchanged.** Except as specifically modified and amended in this Third Amendment, the Agreement remains in full force and effect and binding upon the parties.

**2. Integration.** This Third Amendment constitutes the entire understanding and agreement of the parties and supersedes all negotiations or previous agreements between the parties with respect to all or any part of the transaction discussed in this Third Amendment.

**3. Applicable Law.** The laws of the State of California shall govern the interpretation and enforcement of this Third Amendment.

**4. References.** All references to the Agreement include all their respective terms and provisions. All defined terms utilized in this Third Amendment have the same meaning as provided in the Agreement, unless expressly stated to the contrary in this Third Amendment.

**IN WITNESS WHEREOF,** the parties hereto have executed this Third Amendment to the Agreement on the date and year first written above.

**CITY OF WILDOMAR**

**CITY MANAGER**


\_\_\_\_\_  
Ben J. Benoit  
Mayor

  
\_\_\_\_\_  
Gary Nordquist  
City Manager

**APPROVED AS TO FORM**

**ATTEST:**

\_\_\_\_\_  
Thomas D. Jex  
City Attorney

  
\_\_\_\_\_  
Debbie A. Lee, CMC  
City Clerk

**WILDOMAR CEMETERY DISTRICT  
REGULAR MEETING MINUTES  
DECEMBER 13, 2017**

**CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT**

The regular meeting of December 13, 2017, of the Wildomar Cemetery District was called to order by Chair Walker at 8:32 p.m. at the Wildomar Council Chambers, 23873 Clinton Keith Road, Suite 106, Wildomar, California.

District Roll Call showed the following Members in attendance: Trustees Moore, Nigg, Swanson, Vice Chair Benoit, and Chair Walker. Members absent: None.

Staff in attendance: General Manager Nordquist, District Counsel Jex, Assistant General Manager York, Finance Director Riley, and Clerk of the Board Lee.

**PUBLIC COMMENTS**

There were no speakers.

**BOARD COMMUNICATIONS**

There were no communications.

**APPROVAL OF THE AGENDA AS PRESENTED**

**A MOTION** was made by Trustee Moore, seconded by Trustee Nigg, to approve the agenda as presented.

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Vice Chair Benoit, Chair Walker

NAY: None

ABSTAIN: None

ABSENT: None

**4.0 CONSENT CALENDAR**

**A MOTION** was made by Trustee Swanson, seconded by Trustee Moore, to approve the Consent Calendar as presented.

**MOTION** carried, 5-0, by the following vote:

YEA: Moore, Nigg, Swanson, Vice Chair Benoit, Chair Walker

NAY: None

ABSTAIN: None  
ABSENT: None

**4.1 Minutes – October 11, 2017 Regular Meeting**

Approved the Minutes as submitted.

**4.2 Minutes – November 8, 2017 Regular Meeting**

Approved the Minutes as submitted.

**4.3 Warrant Register**

Approved the following:

1. Warrant Register dated 11-02-2017, in the amount of \$1,498.10;
2. Warrant Register dated 11-09-2017, in the amount of \$201.41;
3. Warrant Register dated 11-16-2017, in the amount of \$590.44;
4. Warrant Register dated 11-22-2017, in the amount of \$107.12;
5. Warrant Register dated 11-30-2017, in the amount of \$176.11.

**4.4 Treasurer's Report**

Approved the Treasurer's Report for November, 2017.

**5.0 PUBLIC HEARINGS**

There are no items scheduled.

**6.0 GENERAL BUSINESS**

There are no items scheduled.

**GENERAL MANAGER REPORT**

There was no report.

**FUTURE AGENDA ITEMS**

There were no items.

**ADJOURN WILDOMAR CEMETERY DISTRICT**

There being no further business Chair Walker declared the meeting adjourned at 8:55 p.m.

Submitted by:

Approved by:

---

Debbie A. Lee, CMC  
Clerk of the Board

---

Ben J. Benoit  
Chair

**WILDOMAR CEMETERY DISTRICT**  
**Agenda Item #4.2**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

---

**TO:** Chairman and Board of Trustees  
**FROM:** James Riley, Finance Director  
**PREPARED BY:** Terry Rhodes, Accounting Manager  
**SUBJECT:** Warrant Register

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the Board of Trustees approve the following:

1. Warrant Register dated 12-07-2017, in the amount of \$1,189.38;
2. Warrant Register dated 12-14-2017, in the amount of \$561.71;
3. Warrant Register dated 12-21-2017, in the amount of \$621.74.

**DISCUSSION:**

The Wildomar Cemetery District requires that the Trustees audit payments of demands and direct the General Manager to issue checks. The Warrant Registers are submitted for approval.

**FISCAL IMPACT:**

These Warrant Registers will have a budgetary impact in the amount noted in the recommendation section of this report. These costs are included in the Fiscal Year 2017/2018 Budget.

Submitted by:  
James Riley  
Finance Director

Approved by:  
Gary Nordquist  
General Manager

**ATTACHMENTS:**

Voucher List 12/07/2017  
Voucher List 12/14/2017  
Voucher List 12/21/2017

12/07/2017 9:20:40AM

Bank code : wf						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208542	12/7/2017	000367 CINTAS CORPORATION	55482037		STAFF UNIFORM MAINTENANCE	53.56
<b>Total :</b>						<b>53.56</b>
208543	12/7/2017	000012 ELSINORE VALLEY MUNICIPAL, WATER C	8918303		10/17/17-11/17/17 CEMETERY WATER SERVICE	972.17
<b>Total :</b>						<b>972.17</b>
208544	12/7/2017	000379 HOME DEPOT CREDIT SERVICES	2030667		CEMETERY DEPT SUPPLIES	75.10
<b>Total :</b>						<b>75.10</b>
208545	12/7/2017	000186 RIGHTWAY	208635		11/24/17-12/21/17 CEMETERY RESTROOM MAIN	88.55
<b>Total :</b>						<b>88.55</b>
<b>4 Vouchers for bank code : wf</b>						<b>Bank total : 1,189.38</b>
<b>4 Vouchers in this report</b>						<b>Total vouchers : 1,189.38</b>

**Voucher List**  
City of Wildomar

Page: 1

12/14/2017 11:56:12AM

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208598	12/14/2017	000980 ALPINE PREMIUM WATER, C/O WHITNEY	120517		11/18/17 & 12/5/17 CEMETERY DRINKING WAT	55.75
<b>Total :</b>						<b>55.75</b>
208599	12/14/2017	000367 CINTAS CORPORATION	55485194		STAFF UNIFORM MAINTENANCE	53.56
<b>Total :</b>						<b>53.56</b>
208600	12/14/2017	000904 EMERGENCY RESPONSE SYSTEMS INC	R32260		01/01/18-03/31/18 CEMETERY ALARM MONITOR	60.00
<b>Total :</b>						<b>60.00</b>
208601	12/14/2017	001005 PEOPLEREADY INC	22984397		11/27/17-12/03/17 CEMETERY LABOR	392.40
<b>Total :</b>						<b>392.40</b>
<b>4 Vouchers for bank code : wf</b>						<b>Bank total : 561.71</b>
<b>4 Vouchers in this report</b>						<b>Total vouchers : 561.71</b>

12/21/2017 11:26:15AM

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
208604	12/21/2017	000028 CALPERS	15148556		JAN 2018 CEMETERY RETIREE PREMIUMS	347.11
					<b>Total :</b>	<b>347.11</b>
208605	12/21/2017	000367 CINTAS CORPORATION	55488353		STAFF UNIFORM MAINTENANCE	53.56
					<b>Total :</b>	<b>53.56</b>
208606	12/21/2017	000011 CR&R INC.	301144		DEC 2017 WASTE SERVICES - 3 YD COMMERCIA	133.59
					<b>Total :</b>	<b>133.59</b>
208607	12/21/2017	000094 STAUFFERS LAWN EQUIPMENT	128773		CEMETERY EQUIPMENT MAINTENANCE/REPAIR	87.48
					<b>Total :</b>	<b>87.48</b>
<b>4</b>	<b>Vouchers for bank code :</b>	<b>wf</b>			<b>Bank total :</b>	<b>621.74</b>
<b>4</b>	<b>Vouchers in this report</b>				<b>Total vouchers :</b>	<b>621.74</b>

**WILDOMAR CEMETERY DISTRICT**  
**Agenda Item #4.3**  
**CONSENT CALENDAR**  
**Meeting Date: January 10, 2018**

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**TO:** Mayor and City Council Members  
**FROM:** James R. Riley, CPA, Finance Director  
**PREPARED BY:** Terry Rhodes, Accounting Manager  
**SUBJECT:** Treasurer's Report – November 2017

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the Board of Trustees approve the Treasurer's Report for November, 2017.

**DISCUSSION:**

Attached is the Treasurer's Report for Cash and Investments for the month of November, 2017.

**FISCAL IMPACT:**

None at this time.

Submitted by:  
James R. Riley, CPA  
Finance Director

Approved by:  
Gary Nordquist  
General Manager

**ATTACHMENTS:**

Treasurer's Report

**WILDOMAR CEMETERY DISTRICT  
TREASURER'S REPORT FOR  
CASH AND INVESTMENT PORTFOLIO  
November 2017**

**DISTRICT INVESTMENT**

<u>ISSUER</u>	<u>BOOK VALUE</u>	<u>FACE VALUE</u>	<u>MARKET VALUE</u>	<u>PERCENT OF PORTFOLIO</u>	<u>DAYS TO MAT.</u>	<u>STATED RATE</u>
EDWARD JONES	\$ <u>132,639.12</u>	\$ <u>132,639.12</u>	\$ <u>132,639.12</u>	<u>100.00%</u>	<u>0</u>	<u>0.000%</u>
TOTAL	\$ <u>132,639.12</u>	\$ <u>132,639.12</u>	\$ <u>132,639.12</u>	<u>100.00%</u>		

<u>ISSUER</u>	<u>BEGINNING BALANCE</u>	<u>+ DEPOSITS/ PURCHASES</u>	<u>WITHDRAWALS/ SALES/ MATURITIES</u>	<u>ENDING BALANCE</u>	<u>STATED RATE</u>
EDWARD JONES	\$ <u>132,346.82</u>	\$ <u>-</u>	\$ <u>292.30</u>	\$ <u>132,639.12</u>	<u>0.000%</u>
TOTAL	\$ <u>132,346.82</u>	\$ <u>-</u>	\$ <u>292.30</u>	\$ <u>132,639.12</u>	

TOTAL INVESTMENT	\$ <u>132,639.12</u>
------------------	----------------------

In compliance with the California Code Section 53646, as the General Manager of the Wildomar Cemetery District, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the District's expenditure requirements for the next six months.  
I also certify that this report reflects all Government Agency pooled investments and all District's bank balances.

James Riley

1/4/2018

James R. Riley, CPA  
Finance Director

Date

**CITY OF WILDOMAR – CEMETERY DISTRICT**

**Agenda Item #4.4**

**CONSENT CALENDAR**

**Meeting Date: January 10, 2018**

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**TO:** Chair and Board Trustees

**FROM:** Gary Nordquist, General Manager

**SUBJECT:** Amendment to Agreement for Legal Services with Burke, Williams, and Sorensen

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the Board of Trustees approve and authorize the General Manager to execute an amendment to the Agreement for Legal Services with Burke, Williams, and Sorensen.

**DISCUSSION:**

Burke, Williams and Sorensen has provided legal services to the Cemetery District and rates have remained the same due to the financial challenges faced by the City and District. Even though the current contract for legal services provides that rates may be increased each year by the Consumer Price Index (CPI) increase, Burke has not adjusted the rates given the fiscal difficulties faced by both agencies. The proposed new rate structure continues to provide financial certainty by providing a fixed fee retainer regardless of the number of hours worked and adjusts the monthly amount to account for increases in work load over the years. Further, the proposed new rate structure for non-reimbursable special services will align hourly rates at slightly lower than what regular CPI increases would have been. Rather than make the adjustments effective immediately, the new rates will be phased in over a two year period.

Submitted by:  
Gary Nordquist  
General Manager

**ATTACHMENTS:**

Amendment to Agreement for Legal Services with Burke, Williams, and Sorensen

January 5, 2018

Gary Nordquist, City Manager  
City of Wildomar  
23873 Clinton Keith Road, Suite 201  
Wildomar, CA 92595

**Re: Amendment to Agreement for Legal Services**

Dear Mr. Nordquist:

This letter is to amend the Agreement for Legal Services dated September 12, 2012 ("Agreement") between the City of Wildomar, a California municipal corporation ("City"), the Wildomar Cemetery District as a subsidiary district of the City ("District") and Burke, Williams and Sorensen, LLP, a California limited liability partnership a nonprofit corporation ("Burke").

The City, District and Burke agree to the following amendments to the Agreement:

**1. Exhibit C.**

A. The General Services section of Exhibit C is hereby amended to read as follows:

Fixed or "capped" retainer at the following amounts per month for provision of all general services, as defined in the Agreement:

- \$19,000 per month effective February 1, 2018
- \$20,000 per month effective July 1, 2018
- \$21,000 per month effective January 1, 2019
- \$22,000 per month effective July 1, 2019

Amendment to Agreement for Legal Services  
January 5, 2018  
Page 2

B. The Non-reimbursable Special Services section of Exhibit C is hereby amended to read as follows:

Non-reimbursable Special Services are special services (as defined in the Agreement) other than Reimbursable Special Services.

Rates for such services shall be billed as follows:

- \$215 / hour for associates effective February 1, 2018
- \$235 / hour for partners effective February 1, 2018
- \$135 / hour for paralegals effective February 1, 2018
  
- \$225 / hour for associates effective July 1, 2018
- \$245 / hour for partners effective July 1, 2018
  
- \$235 / hour for associates effective July 1, 2019
- \$255 / hour for partners effective July 1, 2019

**2. Remainder Unchanged.**

Except as specifically modified and amended in this letter, the Agreement remains in full force and effect and binding upon the parties.

**3. References.**

All references to the Agreement include all their respective terms and provisions. All defined terms utilized in this letter have the same meaning as provided in the Agreement, unless expressly stated to the contrary in this letter.

Amendment to Agreement for Legal Services  
January 5, 2018  
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We look forward to continuing to serve the City and District. Please contact Thomas D. Jex or the undersigned if, at any time, you have questions.

Best regards,

BURKE, WILLIAMS & SORENSEN, LLP

  
JOHN J. WELSH  
MANAGING PARTNER

I/we have read and understand the foregoing terms and provisions and agree to same as of January 10, 2018.

CITY OF WILDOMAR and WILDOMAR CEMETERY DISTRICT

By: \_\_\_\_\_  
Gary Nordquist  
City Manager, General Manager

Date: \_\_\_\_\_