

# CITY OF WILDOMAR CITY COUNCIL AND WILDOMAR CEMETERY DISTRICT AGENDA

6:30 P.M. – REGULAR MEETING

JANUARY 9, 2019

Council Chambers

23873 Clinton Keith Road, Suite 106, Wildomar CA



Marsha Swanson, Mayor/Chair, District 5  
Dustin Nigg, Mayor Pro Tem/Vice Chair, District 2  
Ben J. Benoit, Council Member/Trustee, District 1  
Bridgette Moore, Council Member/Trustee, District 4  
Joseph Morabito, 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 9, 2019**

**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, please complete a "Public Comment Card" available at the Chamber door. The completed 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.**

## **SPECIAL ORDER OF BUSINESS**

Ben J. Benoit, 2018 Mayor, passes the gavel to Marsha Swanson, 2019 Mayor.

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

## **ROLL CALL**

## **FLAG SALUTE**

## **PRESENTATIONS**

1. Acknowledgement to Ben J. Benoit, 2018 Mayor
2. 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 on this agenda.

#### **1.2 Minutes – December 10, 2018 Special Meeting**

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

#### **1.3 Minutes – December 12, 2018 Regular Meeting**

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

#### **1.4 Treasurer's Report**

**RECOMMENDATION:** Staff recommends that the City Council approve the Treasurer's Report for November, 2018.

**1.5 Warrant Register**

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

1. Warrant Register dated 12-06-2018 in the amount of \$743,066.23;
2. Warrant Register dated 12-13-2018 in the amount of \$39,733.61;
3. Warrant Register dated 12-20-2018 in the amount of \$579,534.59;
4. Warrant Register dated 12-27-2018 in the amount of \$79,025.23;
5. Payroll Register dated 01-01-2019 in the amount of \$89,714.18.

**1.6 Declare Two Vacancies on the Measure Z Citizens Oversight Advisory Committee (Ames, Urlaub)**

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

1. Declare two vacancies on the Measure Z Oversight Advisory Committee, for seats currently held by Doug Ames and Sheila Urlaub; and
2. Direct the City Clerk to advertise for the vacancies.

**1.7 Amendments to Personnel Rules**

**RECOMMENDATION:** Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2019 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, AMENDING THE CITY OF WILDOMAR PERSONNEL  
RULES AND REGULATIONS

**1.8 Richmond American Development Agreement Operating Memorandum No. 1 (Tract Maps 25122 and 32078)**

**RECOMMENDATION:** Staff recommends that the City Council approve and authorize the City Manager to execute Operating Memorandum No. 1.

**1.9 Smith Ranch Self Storage/RV Facility Grading Agreement - CUP 16-0138 RECOMMENDATION:**

Staff recommends that the City Council authorize the City Manager to execute the Grading Agreement with Smith Ranch Storage, LLC, a California limited liability company for Conditional Use Permit (CUP) No. 16-0138 (Smith Ranch Self Storage/RV Facility) upon receipt of the final Letter of Credit.

**1.10 Life Storage Mini-Warehouse Project (CUP No. 17-0010) Grading Agreement and BMP Agreement**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute the Grading Agreement and the BMP Agreement with Life Storage, LP.

**1.11 Clinton Keith Road Widening, Phase 1 - Improvement Contract with South Coast Air Quality Management District, Contract Number ML18137**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute Contract Number ML 18137 with the South Coast Air Quality Management District (SCAQMD) for partial funding of the Clinton Keith Road Widening Project, Phase 1, bike lanes.

**1.12 Use of City of Wildomar Property, APN 366-120-025, as a Temporary Construction Staging Area for the City's CIP Contractor**

**RECOMMENDATION:** Staff recommends that City Council authorize the City Manager to sign the License Agreement and approve the use of City property, APN 366-120-025, as a temporary construction staging area for the City's Mission Trail / Sedco Sidewalk Project Contractor, Leonida Builders, Inc.

**1.13 Minimum Hourly Wage Updates to the Position Classification, General Salary Schedules and Administrative Services Director Classification Description**

**RECOMMENDATION:** Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2019 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, UPDATING THE POSITION CLASSIFICATION  
SCHEDULE, THE GENERAL SALARY SCHEDULE RESULTING FROM  
THE INCREASE TO MINIMUM HOURLY WAGE RATE AND UPDATING  
THE ADMINISTRATIVE SERVICES DIRECTOR POSTION  
CLASSIFICATION DESCRIPTION

## **2.0 PUBLIC HEARINGS**

### **2.1 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. 14**

**RECOMMENDATION:** Staff recommends that the City Council reschedule the public hearing to a later date.

## **3.0 GENERAL BUSINESS**

### **3.1 Resolution of Intention to Change the Name of Five Contiguous Interior Residential Streets to One Continuous Street Name: Wildomar Trail**

**RECOMMENDATION:** Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2019 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA PROVIDING NOTICE OF ITS INTENTION TO CHANGE THE NAMES OF SHOPPING CTR., GEORGE AVE., PORRAS RD., BAXTER RD. AND CENTRAL ST. TO WILDOMAR TRAIL IN THE CITY OF WILDOMAR IN RIVERSIDE COUNTY, CALIFORNIA

### **3.2 FY 2018-19 Mid -Year Budget Report**

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

1. Review and consider approval of the Fiscal Year 2018-19 Mid-Year Report; and
2. Adopt a Resolution entitled:

RESOLUTION NO. 2019 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING AMENDMENTS TO THE FY 2018-19 BUDGETED REVENUES AND EXPENSES

**CITY MANAGER REPORT**

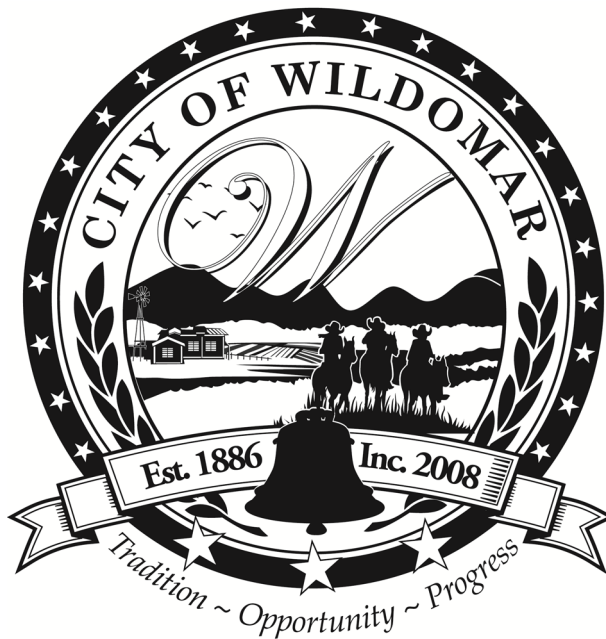
Community Calendar Update

**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.***



Marsha Swanson, Chair  
Dustin Nigg, Vice Chair  
Ben J. Benoit, Trustee  
Bridgette Moore, Trustee  
Joseph Morabito, 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 12, 2018 Regular Meeting**

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

##### **4.2 Treasurer's Report**

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve the Treasurer's Report for November 2018.

##### **4.3 Warrant Register**

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

1. Warrant Register dated 12-06-2018, in the amount of \$3,362.24;
2. Warrant Register dated 12-13-2018, in the amount of \$407.04;
3. Warrant Register dated 12-20-2018, in the amount of \$1,428.61;
4. Warrant Register dated 12-27-2018, in the amount of \$75.71.

**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**

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

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 4, 2019, by 6:00 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