

# CITY OF WILDOMAR CITY COUNCIL AND WILDOMAR CEMETERY DISTRICT AGENDA

JULY 14, 2021

5:00 P.M. – REGULAR MEETING

Council Chambers  
23873 Clinton Keith Road Ste 106  
Wildomar, CA 92595

OR

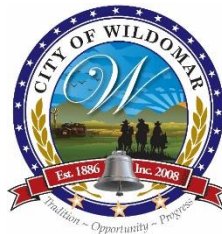
Join Zoom Meeting:

<https://us02web.zoom.us/j/84801699357>

OR

Dial in: 1 (669) 900 6833 | Webinar ID: **848 0169 9357**

The City Council Meeting will be conducted in person and electronically via video teleconferencing pursuant to Governor Newsom's Executive Order N-08-21.



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

Gary Nordquist  
City Manager/General Manager

Thomas D. Jex  
City Attorney/District Counsel

**The City of Wildomar encourages your participation in the meeting; however, to minimize the spread of the COVID-19 virus, this meeting is being conducted in person and via video and teleconferencing with the following options available for participating:**

1. You may view the Regular Session meeting live on the City of Wildomar's website at <http://www.cityofwildomar.org> or on cable TV through Frontier Channel 36 or AT&T channel 99. To view from the website, select the live stream link on the top of the front page.

2. You may participate via the ZOOM Webinar Videoconferencing.

3. You may participate in person; however, masks are required for unvaccinated individuals, and seating may be limited as the City is still participating in the 6-foot social distancing seating procedure.

#### **Instructions for Electronic Participation**

**Please Note: During the meeting all participants videos will be turned off during the entire meeting and you will be placed on Mute by the host. You will not be able to mute or unmute your lines manually. The host will unmute your line when you are called to speak.**

1. Log in or call into ZOOM via desktop/laptop, smartphone or telephone. You must download the ZOOM app to access the link from an Apple smartphone or IPAD.

2. During Public Comment not on the agenda and after each Agenda Item, the Mayor will announce Public Comment. If you would like to speak, please raise your hand virtually to be placed in the queue.

3. When your name or the last 3 digits of your phone number are called, the host will unmute you. Public Comments will be limited to 3 minutes or such other time as the Council may provide.

#### **Directions to virtually raise hand on a DESKTOP/LAPTOP:**

- At the bottom of the list, please click on the grey "Raise Hand" button.

#### **Directions to virtually raise hand on a SMARTPHONE:**

- Look for the "Raise Hand" button on the screen and click the button.

#### **Directions to virtually raise hand on a TELEPHONE line only:**

- Dial \*9 on your keypad to signal that you would like to comment. When the Host unmutes you, Dial \*6 to unmute.

#### **Instructions for In Person Participation**

During Public Comment not on the agenda and after each Agenda Item, the Mayor will announce Public Comment. If you would like to speak on that item, please line up on the marked spaces in the center of the Chambers.

If you are listening to the meeting from your car, you may also line up in the Council Chambers to provide public comment in person. Mask and social distancing will be required.

When it is your turn to speak, please state your name for the record. Public Comments are limited to 3 minutes or such other time as the Council may provide.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk's Office at 951-677-7751 x210.

The City of Wildomar thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

**NOTICE: City Council meetings may be live-streamed, photographed and/or videotaped. Participation at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.**

## **CALL TO ORDER – REGULAR SESSION - 5:00 P.M.**

### **ROLL CALL**

### **FLAG SALUTE**

### **PRESENTATIONS**

1. Retirement Recognition: LEUSD Teacher and Board Member Stan Crippen
2. Proclamation: Parks Make Life Better Month
3. Proclamation: Wildomar Fire Chief Ty Davis
4. Other City Recognitions/ Presentations

### **DEPARTMENT REPORTS**

1. Police Department Update
2. Fire Department Update
3. Wildomar Library Update
4. Other Department Updates

### **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.

### **COUNCIL COMMUNICATIONS**

1. Community events
2. Regional events
3. Chamber of Commerce
4. Riverside Transit Agency (RTA)
5. Riverside Conservation Authority (RCA)
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. Southwest Community Financing Authority (Animal Shelter)
13. Western Community Energy (WCE)

## 14. 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- April 19, 2021 Special Meeting**

**RECOMMENDATION:** Staff recommends that the City Council approve the minutes as presented.

#### **1.3 Minutes- May 12, 2021 Regular Meeting**

**RECOMMENDATION:** Staff recommends that the City Council approve the minutes as presented.

#### **1.4 Warrant and Payroll Registers**

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

1. Warrant Register dated 06-03-2021 in the amount of \$78,254.69.
2. Warrant Register dated 06-10-2021 in the amount of \$165,072.28.
3. Warrant Register dated 06-17-2021 in the amount of \$882,957.69.
4. Warrant Register dated 06-24-2021 in the amount of \$1,074,944.98.
5. Warrant Register dated 06-30-2021 in the amount of \$289,076.99.
6. Payroll Register dated 07-01-2021 in the amount of \$159,823.75.

#### **1.5 Treasurer's Report**

**RECOMMENDATION:** Staff recommends that the City Council approve the Treasurer's Report for May 2021.

**1.6 2<sup>nd</sup> Reading of Ordinance No. 199 – Amending Section 3.32.050 of the Wildomar Municipal Code for Contract Retention for Public Projects**

**RECOMMENDATION:** Staff recommends that the City Council adopt an Ordinance entitled:

ORDINANCE NO. 199  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA ADOPTING A CODE UPDATE PURSUANT TO PUBLIC CONTRACT CODE SECTION 7201(B), AND AMENDING TITLE 3 (REVENUE AND FINANCE) OF THE WILDOMAR MUNICIPAL CODE TO REVISE SECTION 3.32.050

**1.7 Levy and Collection of Special Taxes within Community Facilities District No. 2013-1 (Services) for Fiscal Year 2021-22**

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

RESOLUTION NO. 2021 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF SPECIAL TAXES WITHIN COMMUNITY FACILITIES DISTRICT NO. 2013-1 (SERVICES) FOR FISCAL YEAR 2021-22

**1.8 Baxter Village Medical Office Building Site – Parcel 1 of Parcel Map No. 37941 –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 Strata Baxter, LLC, a Delaware limited liability company for the Baxter Village Medical Office Building Site – Parcel 1 of Parcel Map No. 37941.

**1.9 Partnership with Riverside County Sheriff in the National Night Out Event**

**RECOMMENDATION:** Staff recommends that the City approve to participate and partner in the Riverside County Sheriff Department 2021 National Night Out event.

**1.10 Palomar Street Widening Project (CIP 028-1) Initial Study/Mitigated Negative Declaration**

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

RESOLUTION NO. 2021-\_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A MITIGATED NEGATIVE DECLARATION (MND) AND MITIGATION MONITORING PROGRAM (MMP) FOR THE PALOMAR STREET WIDENING PROJECT (CIP 028-1) CONSISTING OF FILLING IN SIDEWALK/TRAIL GAPS AND ADDING BICYCLE LANES ALONG PALOMAR STREET AND CLINTON KEITH ROAD

**1.11 Vehicle Use Policy**

**RECOMMENDATION:** Staff recommends that the City Council approve the Vehicle Use Policy.

**1.12 COVID-19 Prevention Program Update**

**RECOMMENDATION:** Staff recommends that the City Council approve the updated COVID-19 Prevention Policy.

**2.0 PUBLIC HEARINGS**

**2.1 Landscaping and Lighting Maintenance District No. 89 1-Consolidated & Street Lighting Zones**

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

RESOLUTION NO. 2021 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR ALL ZONES, OF LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED OF THE CITY OF WILDOMAR AND LEVYING ASSESSMENTS ON ALL LOTS AND PARCELS OF LAND THEREIN FOR FISCAL YEAR 2021-22; AND AUTHORIZING THE ADMINISTRATION OF THE LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED FOR FISCAL YEAR 2021-22

**2.2 County Service Area Charges for FY 2021-22**

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

RESOLUTION NO. 2021 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING COUNTY SERVICE AREA CHARGES WITHIN THE CITY FOR FISCAL YEAR 2021-22

### **3.0 GENERAL BUSINESS**

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

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to sign the MOU with SRPNEF.

**3.2 COVID-19 Update**

**RECOMMENDATION:** Staff recommends that the City Council receive and file the COVID-19 update and provide direction as desired.

**3.3 Resolution Designating the Time, Date and Location of City Council Meetings effective September 1, 2021**

**RECOMMENDATION:** Staff recommends that the City Council Repeal Resolution No. 2019-63 and Resolution No. 2020-56 and adopt a Resolution entitled:

RESOLUTION NO. 2021 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REPEALING AND REPLACING RESOLUTION NO. 2019-63 AND RESOLUTION NO. 2020-56 DESIGNATING THE TIME, DATE AND LOCATION OF CITY COUNCIL MEETINGS

**3.4 Ordinance adding Chapter 2.50 (Electronic Filing) to Title 2 (Administration and Personnel) to the Wildomar Municipal Code Relating to Electronic Filing of Campaign Statements and Statements of Economic Interests**

**RECOMMENDATION:** Staff recommends that the City Council introduce and approve first reading of an Ordinance entitled:

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADDING CHAPTER 2.50 (ELECTRONIC FILING) TO TITLE 2 (ADMINISTRATION AND PERSONNEL) TO THE WILDOMAR MUNICIPAL CODE RELATING TO ELECTRONIC FILING OF CAMPAIGN STATEMENTS AND STATEMENTS OF ECONOMIC INTERESTS

**3.5 Measure AA Oversight Advisory Committee Appointments**

**RECOMMENDATION:** Staff recommends that the City Council review the applications for committee membership and make one appointment to the Measure AA Oversight Advisory Committee for a term ending June 2022 and two appointments for terms ending June 2023.

**3.6 Establishment of an Ad-Hoc Re-Districting Subcommittee**

**RECOMMENDATION:** Staff recommends that the City Council select and approve two Councilmembers to serve on a temporary ad-hoc Redistricting Subcommittee providing guidance to staff in establishing updated electoral districts.

**3.7 Approval of Master Equity Lease Agreement and Maintenance Agreement with Enterprise Fleet Management**

**RECOMMENDATION:** Staff recommends that the City Council approve and authorize the City Manager to sign the Master Equity Lease Agreement and the Maintenance Agreement with Enterprise Fleet Management and recommends \$170,000 in expenditures be placed into a Fleet Management Fund from General Fund, Measure AA, Gas Tax, Measure A, and Measure Z fund balances, and the ARPA funding for use for use in leasing and maintaining the needed vehicles.

**CITY MANAGER REPORT**

**FUTURE AGENDA ITEMS**

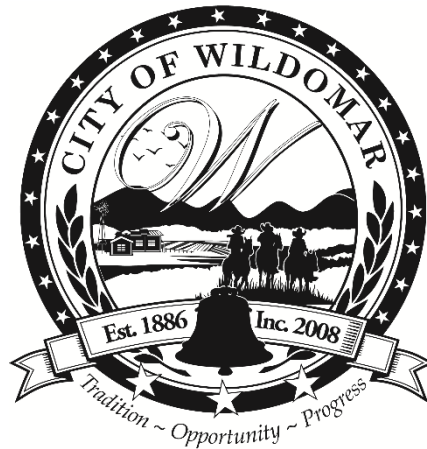
*Title- Councilmember-Anticipated Date*

1. SFR/MFR Parking Code Update - Moore – September 2021
2. False Fire Alarm- Morabito- August 2021
3. Weed Abatement Process- Benoit – September 2021

**ADJOURN THE CITY COUNCIL MEETING**



***In accordance with Government Code Section 54952.3, I, Janet Morales, City of Wildomar City Clerk, do hereby declare that the Board of Trustees will receive no compensation or stipend for the convening of the following regular meeting of the Wildomar Cemetery District.***



Dustin Nigg, Chair  
Ben J. Benoit, Vice Chair  
Bridgette Moore, Trustee  
Joseph Morabito, Trustee  
Marsha Swanson, 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 – June 09, 2021 Regular Meeting**

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

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

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

1. Warrant Register dated 06-10-2021 in the amount of \$5,189.66.
2. Warrant Register dated 06-17-2021 in the amount of \$25.00.
3. Warrant Register dated 06-30-2021 in the amount of \$1,188.14.

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

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve the Treasurer's Report for May 2021.

#### **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 THE WILDOMAR CEMETERY DISTRICT MEETING**

**REPORTS:** All agenda items and reports are available for review at City Hall, 23873 Clinton Keith Road and on the City's website at the following address: [http://www.cityofwildomar.org/government/agendas\\_\\_\\_minutes](http://www.cityofwildomar.org/government/agendas___minutes). Any writings or documents provided to a majority of the City Council regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available by appointment for public inspection at City Hall during regular business hours.

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.

I, Janet Morales, Wildomar City Clerk, do certify that at least 72 hours prior to the meeting, a true and correct copy of this agenda was posted at Wildomar City Hall, 23873 Clinton Keith Road; U.S. Post Office, 21392 Palomar Street; Wildomar Library, 34303 Mission Trail Blvd; and on the City's website at [www.cityofwildomar.org](http://www.cityofwildomar.org).



Janet Morales  
City Clerk

Dated: July 08, 2021