

CITY OF WILDOMAR CITY COUNCIL
AND WILDOMAR CEMETERY DISTRICT AGENDA

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

APRIL 11, 2012
Council Chambers
23873 Clinton Keith Road



Ben Benoit, Mayor/Chairman
Timothy Walker, Mayor Pro Tem/Vice-Chairman
Bob Cashman, Council Member/Trustee
Bridgette Moore, Council Member/Trustee
Marsha Swanson, Council Member/Trustee

Frank Oviedo
City Manager/General Manager

Thomas D. Jex
City Attorney/District Attorney

WILDOMAR CITY COUNCIL AND WILDOMAR CEMETERY DISTRICT REGULAR MEETING AGENDA APRIL 11, 2012

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. 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 PHONES & OTHER 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 (c) to confer with legal counsel with regard to one (1) matter of potential initiation of litigation.
2. The City Council will meet in closed session pursuant to the provisions of Government code section 54956.9 (b) to confer with legal counsel with regard to one (1) matter of significant exposure to litigation.
3. The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9 (a) to confer with legal counsel with regard to the following matter of pending litigation: City of Wildomar v. Wildomar Patients Compassionate Group, Inc., Riverside County Superior Court Case No. RIC10022903 and RIC10022476.

RECONVENE INTO OPEN SESSION

ANNOUNCEMENTS

ADJOURN CLOSED SESSION

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

ROLL CALL

FLAG SALUTE

PRESENTATIONS

Certificate of Appreciation
2011 Wildomar Queens

Certificate of Congratulations
Elsinore High School Academic Decathlon Team

Certificate of Achievement
Wildomar Elementary School

Proclamation - Child Abuse Prevention

Fire Department Monthly Update

Code Enforcement Quarterly Report

Chamber of Commerce Update

PUBLIC COMMENTS

This is the time when the City Council receives general public comments regarding any items or matters within the jurisdiction of the City Council that do not appear on the agenda. 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 open session agenda item, the public will be permitted to comment at the time it is considered by the City Council.

APPROVAL OF THE AGENDA AS PRESENTED

The City Council to approve the agenda as it is herein presented, or, if it the desire of the City Council, the agenda can be reordered 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 that specific items are removed from the Consent Calendar for separate discussion and/or action.

1.1 Reading of Ordinances

RECOMMENDATION: Approve the reading by title only of all ordinances.

1.2 Minutes – March 14, 2012 Regular Meeting

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

1.3 Minutes – March 22, 2012 Special 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 03-01-12 in the amount of \$82,073.37;
2. Warrant Register dated 03-08-12 in the amount of \$144,574.74;
3. Warrant Register dated 03-15-12 in the amount of \$53,790.33;
4. Warrant Register dated 03-22-12 in the amount of \$68,853.56;
5. Warrant Register dated 03-29-12 in the amount of \$48,218.41; and
6. Payroll Register dated 03-29-12 in the amount of \$68,825.11.

1.5 Treasurer's Report

RECOMMENDATION: Staff recommends that the City Council approve the Treasurer's Report for February, 2012.

- 1.6 **Auditing Services Contract – Lance, Soll, and Lunghard, LLP**
RECOMMENDATION: Staff recommends that the City Council approve a two year contract with external auditors Lance, Soll, and Lunghard, LLP to provide for audit services and preparation of required reports for fiscal years 2011/12 and 2012/13.

- 1.7 **Memorandum of Understanding (MOU) with Riverside County for one Mass Care Shelter Trailer**
RECOMMENDATION: Staff recommends that the City Council approve entering into a MOU with Riverside County for one additional fully stocked Mass Care and Shelter Trailer.

2.0 PUBLIC HEARINGS

- 2.1 **User Fees Review (Continued from 02-08-12)**
RECOMMENDATION: Staff recommends that the City Council continue this item to the June 13, 2012 regular meeting.

- 2.2 **Zoning Ordinance Amendment No. 11-03 - City Initiated Zoning Ordinance Amendment to Allow Nano and Micro-Craft Manufacturing Brewers as a Permitted Use (Continued from 03-14-12)**
RECOMMENDATION: Staff recommends that the City Council table the item indefinitely.

3.0 GENERAL BUSINESS

- 3.1 **Clinton Keith Interchange Construction Project Update**
RECOMMENDATION: Staff recommends that the City Council receive and file the report.

- 3.2 **Tracking Automated and Graffiti Reporting System (TAGRS)**
RECOMMENDATION: Staff recommends that the City Council approve the use of the TAGRS system for staff to track graffiti incidents

- 3.3 **Public Facility Naming Criteria**
RECOMMENDATION: Staff recommends the City Council adopt a Resolution entitled:

RESOLUTION NO. 2012 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,
CALIFORNIA, APPROVING A NAMING POLICY FOR PUBLIC PARKS,
FACILITIES AND TRAILS

- 3.4 Marna O'Brien Park Operations Draft Joint Use Agreement**
RECOMMENDATION: Staff recommends that the City Council discuss and provide direction to Staff regarding Marna O'Brien Park draft Joint Use Agreement with Friends for Wildomar Parks..
- 3.5 Windsong Park Options**
RECOMMENDATION: Staff recommends that the City Council discuss and provide direction to Staff regarding possible options for funding Park operations at Windsong Park.
- 3.6 Appeal Fee Survey Report**
RECOMMENDATION: Staff recommends that the City Council receive and file the appeal fee survey report/information and provide appropriate direction to staff.
- 3.7 Request for Proposal for Maintenance Services Contract**
RECOMMENDATION: Staff recommends that the City Council authorize advertising the Request for Proposals (RFP) for Public Works Maintenance Services.
- 3.8 Survey Contract for Sidewalks to Schools Improvement Project – Phase 2**
RECOMMENDATION: Staff recommends that the City Council authorize the City Manager to execute a contract with Ludwig Engineering Associates, Inc. (Ludwig) in the amount of \$18,856 for survey services for the Sidewalks to Schools Improvement Project – Phase 2.
- 3.9 Elsinore Valley Municipal Water District (EVMWD) Subcommittee Representative**
RECOMMENDATION: Staff recommends that the City Council consider appointing a replacement representative to the Elsinore Valley Municipal Water District (EVMWD) Subcommittee.
- 3.10 City Attorney Budget Ad Hoc Subcommittee**
RECOMMENDATION: Staff recommends that the City Council form a City Attorney Budget Ad Hoc Subcommittee to work with staff in determining the most cost effective billing method for legal services.

CITY MANAGER REPORT

CITY ATTORNEY REPORT

COUNCIL COMMUNICATIONS

FUTURE AGENDA ITEMS

ADJOURN THE CITY COUNCIL

In accordance with Government Code Section 54952.3 and Resolution No. WCD2011 - 04 of the Wildomar Cemetery District, I, Debbie A. Lee, City Clerk of the City of Wildomar, 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.

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

ROLL CALL

PUBLIC COMMENTS

This is the time when the Board of Trustees receives general public comments regarding any items or matters within the jurisdiction of the Wildomar Cemetery District that do not appear on the agenda. Each speaker is asked to fill out a "Public Comments Card" available at the Chamber door and submit the card to the Clerk of the Board. Lengthy testimony should be presented to the Board 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 open session agenda item, the public will be permitted to comment at the time it is considered by the Board.

APPROVAL OF THE AGENDA AS PRESENTED

The Board of Trustees to approve the agenda as it is herein presented, or if it 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 – March 14, 2012 Regular Meeting

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

4.2 Warrant Registers

RECOMMENDATION: Staff recommends that the Board of Trustees approve the following warrant registers:

1. Warrant Register dated 03-01-12, in the amount of \$296.38;
2. Warrant Register dated 03-08-12, in the amount of \$909.41;
3. Warrant Register dated 03-15-12, in the amount of \$151.87;
4. Warrant Register dated 03-22-12, in the amount of \$545.16; and
5. Warrant Register dated 03-29-12, in the amount of \$220.77.

4.3 Treasurer's Report – February, 2012

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Treasurer's Report for February, 2012.

4.4 Auditing Services Contract – Lance, Soll, and Lunghard, LLP

RECOMMENDATION: Staff recommends that the Board of Trustees approve a two year contract with external auditors Lance, Soll, and Lunghard, LLP to provide for audit services and preparation of required reports for fiscal years 2011/12 and 2012/13.

5.0 PUBLIC HEARINGS

There are no items scheduled.

6.0 GENERAL BUSINESS

6.1 Emergency Supplies Staging Area

RECOMMENDATION: Staff recommends that the Board of Trustees direct staff to designate an area as a temporary Emergency Supply Staging Area as available at the Wildomar Cemetery.

GENERAL MANAGER REPORT

CEMETERY DISTRICT ATTORNEY REPORT

BOARD COMMUNICATIONS

FUTURE AGENDA ITEMS

ADJOURN WILDOMAR CEMETERY DISTRICT

2012 City Council/Wildomar Cemetery District Regular Meeting Schedule

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

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 April 6, 2012, 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,
Mission Trail Library, 34303 Mission Trail Blvd.

Debbie A. Lee, CMC
City Clerk