

CITY OF WILDOMAR CITY COUNCIL
AND WILDOMAR CEMETERY DISTRICT AGENDA

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

MAY 10, 2017
Council Chambers
23873 Clinton Keith Road, Suite 106, Wildomar CA



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

Gary Nordquist
City Manager/General Manager

Thomas D. Jex
City Attorney/District Counsel

WILDOMAR CITY COUNCIL AND WILDOMAR CEMETERY DISTRICT REGULAR MEETING AGENDA MAY 10, 2017

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, 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)(1) to confer with legal counsel with regard to the following matters of pending litigation:
 - A. State Farm Mutual Automobile Insurance Company v. City of Wildomar; RSC Case Number: RIC 1706051
 - B. Margaret May Roy v. Augustin Medina, Kenneth Roberts, City of Menifee and City of Wildomar; RSC Case Number: MCC 1700257
 - C. City of Eastvale v. County of Riverside *et al*; California Court of Appeal Case No. E064953

CONVENE INTO OPEN SESSION

ANNOUNCEMENTS

ADJOURN CLOSED SESSION

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

ROLL CALL

FLAG SALUTE

PRESENTATIONS

1. LEUSD Presentation
2. Proclamation - Eagle Scout Addisun Rice
3. SCE Silver Level Award
4. Proclamation – Mental Health Month, May 2017
5. Fire Department Update
6. 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 – March 8, 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 04-04-2017 in the amount of \$1,150.00;
2. Warrant Register dated 04-06-2017 in the amount of \$187,621.68;
3. Warrant Register dated 04-11-2017 in the amount of \$9,603.42;
4. Warrant Register dated 04-12-2017 in the amount of \$100.00;
5. Warrant Register dated 04-13-2017 in the amount of \$144,910.16;
6. Warrant Register dated 04-20-2017 in the amount of \$331,512.45;
7. Warrant Register dated 04-27-2017 in the amount of \$95,133.65; &
8. Payroll Register dated 05-01-2017 in the amount of \$81,055.40.

1.4 Treasurer's Report

RECOMMENDATION: Staff recommends that the City Council approve the Treasurer's Report for March, 2017.

1.5 Records Retention Schedule

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

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A RECORDS MANAGEMENT POLICY FOR THE CITY

1.6 Second Amendment to Professional Services Agreement with Interwest Consulting Group, Inc.

RECOMMENDATION: Staff recommends that the City Council authorize the City Manager to execute the Second Amendment to the Professional Services Agreement with Interwest Consulting Group, Inc. for On-Call/Staff Augmentation Services.

1.7 First Amendment to Professional Services Agreement with TKE Engineering Inc.

RECOMMENDATION: Staff recommends that the City Council authorize the City Manager to execute the First Amendment to the Professional Services Agreement with TKE Engineering, Inc. for On-Call Services.

1.8 Notice of Intent to Establish Service Area Charges for FY 2017-18

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

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, SETTING THE PUBLIC HEARING TO ESTABLISH SERVICE AREA CHARGES WITHIN THE CITY FOR FISCAL YEAR 2017-18

1.9 Landscaping and Lighting Maintenance District No. 89-1-Consolidated

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

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2017-18 FOR ALL ZONES OF LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED OF THE CITY OF WILDOMAR PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972

1.10 Landscaping and Lighting Maintenance District No. 89-1-Consolidated

RECOMMENDATION: Staff recommends that the City Council:

1. Adopt a Resolution entitled:

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE ANNUAL ENGINEER'S REPORT REGARDING THE PROPOSED LEVY AND COLLECTION OF ASSESSMENTS FOR ALL ZONES OF LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED, FISCAL YEAR 2017-18

2. Adopt a Resolution entitled:

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR ALL ZONES OF LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED, FISCAL YEAR 2017-18

1.11 Annexation No. 11 into Community Facilities District No. 2013-1 (Services) for Benson Residential Map (PM 36653)

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

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA DECLARING ITS INTENTION TO ANNEX TERRITORY TO COMMUNITY FACILITIES DISTRICT NO. 2013-1 (SERVICES), OF THE CITY OF WILDOMAR, ADOPTING A MAP OF THE AREA PROPOSED TO BE ANNEXED (ANNEXATION NO. 11) AND AUTHORIZING THE LEVY OF SPECIAL TAXES THEREIN

1.12 First Amendment to Professional Service Agreement for Wildomar/Sedco Sidewalk Improvement Project – 1.WD.12-15 CIP 044

RECOMMENDATION: Staff recommends that the City Council authorize the City Manager to execute the First Amendment to the Wildomar/Sedco Sidewalk Improvement Professional Services Agreement with TKE Engineering, Inc.

1.13 Designation of Applicant’s Agent Resolution for Non-State Agencies

RECOMMENDATION: Staff recommends that the City Council adopt the Cal OES 130 Designation of Applicant’s Agent Resolution.

1.14 Rejection of all bids for Collier Elementary School Safe Routes to School Improvement Project #SRTSL-5484(005) – (CIP 019)

RECOMMENDATION: Staff recommends that the City Council:

1. Reject all bids received on April 20, 2017 at 2:00 p.m.; and
2. Readvertise the project clarifying the City’s Disadvantaged Business Enterprise (DBE) goal of 12%, the steps necessary to show that good faith effort has been made towards the DBE goal and clarify which documents that must be submitted for the Bidder’s proposal to be considered responsive.

1.15 Minimum Hourly Wage Updates to the Position Classification and General Salary Schedules

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

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE POSITION CLASSIFICATION SCHEDULE AND THE GENERAL SALARY SCHEDULE RESULTING FROM THE INCREASE TO MINIMUM HOURLY WAGE RATE

1.16 Ordinance No. 134 Second Reading - Bundy Canyon Resort Apartment Project (PA No. 16-0006)

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

ORDINANCE NO. 134

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 16-0006 TO CHANGE THE EXISTING ZONING DESIGNATION ON A 28.28 ACRE SITE FROM R-R (RURAL RESIDENTIAL) TO R-3 (GENERAL RESIDENTIAL) FOR THE BUNDY CANYON RESORT APARTMENT PROJECT (PLANNING APPLICATION NO. 16-0006) LOCATED ON THE SOUTH SIDE OF BUNDY CANYON ROAD APPROXIMATELY 800 FEET WEST OF OAK CANYON DRIVE (APN: 367-250-008)

1.17 Ordinance No. 135 Second Reading - Zoning Ordinance Amendment No. 17-01 - Chapter 17.252 (Sign Regulations) of the Wildomar Municipal Code

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

ORDINANCE NO. 135

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO SECTION 15061(B)(3) AND SECTION 15311(A) OF THE CEQA GUIDELINES AND APPROVAL OF ZONING ORDINANCE AMENDMENT NO. 17-01 AMENDING THE WILDOMAR MUNICIPAL CODE TO REQUIRE ON-SITE CONSTRUCTION AND ON-SITE PUBLIC HEARING NOTIFICATION SIGNAGE FOR CERTAIN DEVELOPMENT PROJECTS

2.0 PUBLIC HEARINGS

2.1 Amendment to the Municipal Code Related to Approval Periods, Extensions of Time and Litigation Timeframes for Conditional Use Permits, Public Use Permits and Plot Plans

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, APPROVING ZONING ORDINANCE AMENDMENT NO. 17-02 AMENDING CHAPTERS 17.200 (CONDITIONAL USE PERMITS), 17.208 (PUBLIC USE PERMITS) AND 17.216 (PLOT PLANS) OF THE WILDOMAR MUNICIPAL CODE RELATED TO APPROVAL PERIODS, TIME EXTENSIONS AND LITIGATION TIMEFRAMES FOR DEVELOPMENT APPLICATIONS AND FINDING ZONING ORDINANCE AMENDMENT NO. 17-02 EXEMPT FROM CEQA

3.0 GENERAL BUSINESS

3.1 FY 2016-17 Third Quarter Budget Report

RECOMMENDATION: Staff recommends that the City Council review and consider approval of the Fiscal Year 2016-17 Third Quarter Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2017 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING AMENDMENTS TO THE FY 2016-17 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.

Timothy Walker, Chair
Ben J. Benoit, Vice Chair
Bridgette Moore, Trustee
Dustin Nigg, 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 – March 8, 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 04-06-2017, in the amount of \$1,062.61;
2. Warrant Register dated 04-20-2017, in the amount of \$3,197.09 &
3. Warrant Register dated 04-27-2017, in the amount of \$225.19.

4.3 Treasurer's Report

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

4.4 Records Retention Schedule

RECOMMENDATION: Staff recommends that the Board of Trustees adopt a Resolution entitled:

RESOLUTION NO. WCD2017 - 01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WILDOMAR CEMETERY DISTRICT, WILDOMAR, CALIFORNIA, ADOPTING A RECORDS MANAGEMENT POLICY FOR THE DISTRICT

4.5 Memorial Day Event 2017

RECOMMENDATION: Staff recommends that the Board of Trustees authorize the City to host a Memorial Day Service Event at the Wildomar Cemetery.

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

June 14	October 11	February 14
July 12	November 8	March 14
August 9	December 13	April 11
September 13	January 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 May 4, 2017, 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