

CITY OF WILDOMAR CITY COUNCIL  
AND WILDOMAR CEMETERY DISTRICT AGENDA

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

MARCH 14, 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 MARCH 14, 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**

The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9(d)(2) and (3) to confer with legal counsel with regard to one matter of potential exposure to litigation.

**CONVENE INTO OPEN SESSION**

**ANNOUNCEMENTS**

**ADJOURN**

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

### **ROLL CALL**

### **FLAG SALUTE**

### **PRESENTATIONS**

1. Girl Scout Silver Award Project
2. William Collier Elementary School Presentation
3. Principal Retirement
4. Donate Life California Month – April, 2018
5. 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 – February 14, 2018 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 02-01-2018 in the amount of \$227,589.00;
2. Warrant Register dated 02-08-2018 in the amount of \$59,592.55;
3. Warrant Register dated 02-08-2018 in the amount of \$82.53;
4. Warrant Register dated 02-15-2018 in the amount of \$582,114.44;
5. Warrant Register dated 02-20-2018 in the amount of \$200,000.00;
6. Warrant Register dated 02-22-2018 in the amount of \$366,571.01;
7. Warrant Register dated 02-28-2018 in the amount of \$5,496.00;
8. Payroll Register dated 03-01-2018 in the amount of \$86,859.26.

**1.4 Treasurer's Report**

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

**1.5 2017 Housing Element Annual HCD Progress Report**

**RECOMMENDATION:** Staff recommends that the City Council receive and file the report.

**1.6 Transportation Uniform Mitigation Fee (TUMF) Amendment No. 1 and Reimbursement Agreement for Clinton Keith Road (I-15 to Copper Craft)**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute Amendment No. 1 for Engineering Phase and the Agreement for Construction Phase.

**1.7 Transportation Uniform Mitigation Fee (TUMF) Amendment No. 1 and Reimbursement Agreement for Bundy Canyon Road (I-15 to Sunset)**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute Amendment No. 1 for Planning, Engineering, Right of Way Phases and the Agreement for Construction Phase.

**1.8 Transportation Uniform Mitigation Fee (TUMF) Amendment No. 1 for Palomar Road (Mission Trail to Jefferson)**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute Amendment No. 1 for Planning and Engineering Phases.

**1.9 Clinton Keith Village - Grading Agreement, Public Improvement Agreement, BMP Agreement**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute the Grading Agreement, Public Improvement Agreement, and the BMP Agreement with George Clinton Keith Development, LLC, upon staff's approval of the applicable construction cost estimates and upon completion and receipt of all necessary documents.

**1.10 FY 2016-17 Measure Z Oversight Advisory Committee Annual Report**

**RECOMMENDATION:** Staff recommends that the City Council receive and file the Measure Z Oversight Advisory Committee's FY 2016-17 Annual Report.

**1.11 Consulting Services Contract - FoBro Consulting, LLC**

**RECOMMENDATION:** Staff recommends the City Council approve a contract with FoBro Consulting, LLC to provide project based developer billing, CDBG project administration and Homeless programs implementation services.

**2.0 PUBLIC HEARINGS**

**2.1 Boyajian Change of Zone (PA No. 18-0003)**

**RECOMMENDATION:** The Planning Commission 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, APPROVING CHANGE OF ZONE NO. 18-0003 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 4.74 ACRE PARCEL LOCATED AT 36240 STABLE LANES WAY (APN: 380-110-007 AND 008), AND A DETERMINATION THAT NO ADDITIONAL ENVIRONMENTAL REVIEW IS REQUIRED PER CEQA GUIDELINES SECTION 15183

**2.2 Smith Ranch Self Storage Project (PA 16-0138)**

**RECOMMENDATION:** The Planning Commission recommends that the City Council:

1. Adopt a Resolution entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING AN MITIGATED NEGATIVE DECLARATION / MITIGATION MONITORING AND REPORTING PROGRAM (SCH# 2017-121-051) FOR THE SMITH RANCH SELF STORAGE PROJECT (PA NO. 16-0138) CONSISTING OF A CHANGE OF ZONE, VARIANCE AND CONDITIONAL USE PERMIT FOR A 9.75± ACRE SITE LOCATED ON THE SOUTHWEST CORNER OF SMITH RANCH ROAD AND CLINTON KEITH ROAD (APN's: 380-290-037, 380-290-038, 380-290-039, 380-290-040)

2. Introduce and approve first reading of an Ordinance entitled:

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 16-0138 FROM I-P (INDUSTRIAL PARK) TO M-SC (MANUFACTURING-SERVICE COMMERCIAL) FOR THREE PARCELS (APN's: 380-290-038, 380-290-039, 380-290-040) LOCATED ON THE SOUTHWEST CORNER OF SMITH RANCH ROAD AND CLINTON KEITH ROAD

3. Adopt a Resolution entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING VARIANCE NO. 16-0138 TO ALLOW A 2-FOOT SIDE YARD SETBACK FOR BUILDING F WITHIN THE SMITH RANCH SELF STORAGE PROJECT LOCATED ON THE SOUTHWEST CORNER OF SMITH RANCH ROAD AND CLINTON KEITH ROAD (APN's: 380-290-037, 380-290-038, 380-290-039, 380-290-040)

4. Adopt a Resolution entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CONDITIONAL USE



PERMIT NO. 16-0138, SUBJECT TO CONDITIONS, TO DEVELOP THE SMITH RANCH SELF STORAGE PROJECT CONSISTING OF 172,398 SQUARE-FOOT MINI-WAREHOUSE/SELF-STORAGE FACILITY WITH 66 RV TRAILER/BOAT STORAGE SPACES LOCATED ON THE SOUTHWEST CORNER OF SMITH RANCH ROAD AND CLINTON KEITH ROAD (APN's: APN's: 380-290-037, 380-290-038, 380-290-039, 380-290-040)

### **3.0 GENERAL BUSINESS**

#### **3.1 Addition of Section 5.12.110 to the Wildomar Municipal Code Regarding Public, Educational, and Governmental Channel Fees (PEG Fees)**

**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 SECTION 5.12.110 TO THE WILDOMAR MUNICIPAL CODE ESTABLISHING PUBLIC, EDUCATIONAL, AND GOVERNMENTAL ("PEG") CHANNEL FEES

#### **3.2 Parks Funding Measure Citizen's Oversight Advisory Committee Appointments**

**RECOMMENDATION:** Staff recommends that the City Council appoint Shelley Hitchcock, Steve Regalado, and Scott Rux to the Parks Funding Measure Citizen's Oversight Advisory Committee for a term of two years (February, 2020).

### **CITY MANAGER REPORT**

\*Community Calendar Update

### **FUTURE AGENDA ITEMS**

### **ADJOURN THE CITY COUNCIL**

The City Council will adjourn in memory of Kirk Schrader.

***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 – February 14, 2018 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 02-01-2018, in the amount of \$506.04;
2. Warrant Register dated 02-08-2018, in the amount of \$745.92;
3. Warrant Register dated 02-15-2018, in the amount of \$378,018.72.

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

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

##### **4.4 Accepting a Grant Deed for Real Property - APN 376-060-028 Central Avenue**

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

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

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WILDOMAR CEMETERY DISTRICT, WILDOMAR, CALIFORNIA, ACCEPTING A GRANT DEED FOR REAL PROPERTY CONSISTING OF AN UNDEVELOPED 3.72 ACRE PARCEL; APN 376-060-028 LOCATED ON CENTRAL AVENUE APPROXIMATELY 325 FEET SOUTHWESTERLY OF COMO STREET IN THE CITY OF WILDOMAR

#### **5.0 PUBLIC HEARINGS**

There are no items scheduled.

## **6.0 GENERAL BUSINESS**

### **6.1 Acceptance of Tree Donation from Elsinore High School Interact Club in Memory of Kirk Schrader, former Cemetery Manager of Operations and Maintenance**

**RECOMMENDATION:** Staff recommends that the Board of Trustees approve and authorize the General Manager to accept the donation, plant the tree and place a memorial plaque donated by the Elsinore High School Interact Club in memory of Kirk Schrader, the former Cemetery Manager of Operations and Maintenance.

## **GENERAL MANAGER REPORT**

## **FUTURE AGENDA ITEMS**

### **ADJOURN WILDOMAR CEMETERY DISTRICT**

The Wildomar Cemetery District will adjourn in memory of Kirk Schrader.

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

April 11	August 8	December 1
May 9	September 12	January 9
June 13	October 10	February 13
July 11	November 14	

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 March 9, 2018, 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/Human Resources Manager