

CITY OF WILDOMAR CITY COUNCIL  
AND WILDOMAR CEMETERY DISTRICT AGENDA

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

MAY 9, 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 MAY 9, 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. David A. Brown Middle School Presentation
2. Rayleen Martinez – Planet Youth Participant
3. Library Update
4. Wound Care Awareness Week, First Week of June, 2018
5. EVMWD Rate Increase
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 – April 11, 2018 Regular Meeting**

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

#### **1.3 Treasurer's Report**

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

**1.4 Warrant & Payroll Registers**

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

1. Warrant Register dated 04-05-2018 in the amount of \$287,672.95;
2. Warrant Register dated 04-12-2018 in the amount of \$507,542.08;
3. Warrant Register dated 04-19-2018 in the amount of \$152,391.38;
4. Warrant Register dated 04-19-2018 in the amount of \$7,200.00;
5. Warrant Register dated 04-26-2018 in the amount of \$831,617.73;
6. Payroll Register dated 05-01-2018 in the amount of \$83,169.85.

**1.5 Landscaping and Lighting Maintenance District No. 89-1-Consolidated**

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

RESOLUTION NO. 2018 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2018-19 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

**1.6 Landscaping and Lighting Maintenance District No. 89-1-Consolidated**

**RECOMMENDATION:** Staff 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, 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 2018-19

2. Adopt a Resolution entitled:

RESOLUTION NO. 2018 - \_\_\_\_\_  
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 2018-19

**1.7 County Service Areas Notice of Intent to Establish Charges for FY 2018-19**

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

RESOLUTION NO. 2018 - \_\_\_\_\_  
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  
2018-19

**1.8 LEW Edwards Group, Inc. Community Interest Polling Agreement of Services Amendment No. 1**

**RECOMMENDATION:** Staff recommends that the City Council approve and authorize the City Manager to execute an Amendment to the Lew Edwards Group, Inc. Agreement of Services in the amount Not to Exceed \$51,000.

**1.9 Purchase Agreement for APN 380-010-003 and 382-280-005, Northwesterly Corner of Grand Avenue and Leslie Street**

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

RESOLUTION NO. 2018 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, APPROVING THE VACANT LAND PURCHASE  
AGREEMENT AND APPROVING A CERTIFICATE OF ACCEPTANCE  
OF \$381,250 FOR THE ACQUISTION OF TWO UNDEVELOPED  
PARCELS THAT ARE APPROXIMATELY 11 ACRES; APN 380-010-003  
AND APN 382-280-005 LOCATED ON GRAND AVENUE AND LESLIE  
STREET IN THE CITY OF WILDOMAR INCLUDING AN  
ENVIRONMENTAL EXEMPTION PURSUANT TO CEQA GUIDELINES  
SECTION 15378 AND 15061 (B) (3)

**1.10 First Amendment to Design Professional Services Agreement with RRM Design Group for 27 Acre Park**

**RECOMMENDATION:** Staff recommends that the City Council authorize the City Manager to execute the First Amendment to the Design Professional Services Agreement with RRM Design Group.

**1.11 Support Services Contracts for Temporary/Part-time Personnel**

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

1. Approve the contracts with People Ready and Manpower to provide support services on a part-time/temporary basis; and
2. Authorize the City Manager to execute all necessary documents for and on behalf of the City.

**1.12 Authorization to Participate in the Riverside County EDA Mortgage Credit Certificate (MCC) Program**

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

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, PARTICIPATING WITH THE COUNTY OF RIVERSIDE MORTGAGE CREDIT CERTIFICATE (MCC) PROGRAM

**1.13 Notice of Intent to Hold a Public Hearing for Placing Liens on Parcels with Unpaid Charges on Trash Collection Services**

**RECOMMENDATION:** Staff recommends that the City Council provide a Notice of Intent to hold a Public Hearing on June 13, 2018, for placing liens on parcels with unpaid charges on trash collection services.

**1.14 WRCOG BEYOND Framework Fund Program Round II**

**RECOMMENDATION:** Staff recommends that the City Council accept \$67,648.34 in grant funding from the Western Riverside County of Governments (WRCOG) and authorize the City Manager to execute the BEYOND Framework Fund Program Round II Funding Agreement.

**2.0 PUBLIC HEARINGS**

**2.1 Wildomar Crossings Retail Center Project (PA 16-0134)**

**RECOMMENDATION:** The Planning Commission recommends 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 INITIAL STUDY/MITIGATED NEGATIVE DECLARATION (SCH# 2018011054),



INCLUDING ADOPTION OF A MITIGATION MONITORING AND REPORTING PROGRAM (MMRP) FOR THE WILDOMAR CROSSINGS RETAIL CENTER (PA NO. 16-0134) CONSISTING OF A CHANGE OF ZONE FROM R-R (RURAL RESIDENTIAL) TO C-1/C-P (GENERAL COMMERCIAL), A PARCEL MAP (PM NO. 37311) TO SUBDIVIDE A 3.4± ACRE SITE INTO 4-PARCELS, AND A PLOT PLAN FOR THE DEVELOPMENT OF A 26,204 SQUARE-FOOT RETAIL CENTER LOCATED AT THE NORTHWEST CORNER OF CLINTON KEITH ROAD AND STABLE LANES (APN: 380-120-003 & 380-120-004)

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 A CHANGE OF ZONE (PA NO. 16-0134) FROM R-R (RURAL RESIDENTIAL) TO C-1/C-P (GENERAL COMMERCIAL), THE WILDOMAR CROSSINGS RETAIL CENTER LOCATED AT THE NORTHWEST CORNER OF CLINTON KEITH ROAD AND STABLE LANES (APN: 380-120-003 & 380-120-004)

3. Adopt a Resolution entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING PARCEL MAP NO. 37311 (PA NO. 16-0134) TO SUBDIVIDE A 3.4± ACRE SITE INTO FIVE PARCELS FOR THE WILDOMAR CROSSINGS RETAIL CENTER LOCATED AT THE NORTHWEST CORNER OF CLINTON KEITH ROAD AND STABLE LANES (APN: 380-120-003 & 380-120-004)

4. Adopt a Resolution entitled:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING PLOT PLAN NO. 16-0134, SUBJECT TO CONDITIONS, TO DEVELOP THE WILDOMAR CROSSINGS RETAIL CENTER CONSISTING OF 26,204± SQUARE-FOOT COMMERCIAL RETAIL USES LOCATED AT THE NORTHWEST CORNER OF CLINTON KEITH ROAD AND STABLE LANES (APN: 380-120-003 & 380-120-004)

### **3.0 GENERAL BUSINESS**

#### **3.1 Road Maintenance and Rehabilitation Improvement Project (SB-1) CIP 0048 Award of Construction Contract**

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

1. Authorize the City Manager to execute a construction contract with Hardy & Harper, Inc. in the amount of \$722,000.00 for construction of the Road Maintenance and Rehabilitation Project (CIP 0048); and
2. Authorize the City engineer to approve change orders not to exceed 5% of the contract amount.

#### **3.2 Ad Hoc Economic Development Committee Appointments**

**RECOMMENDATION:** Staff recommends that the City Council appoint two Council members to the Ad Hoc Economic Development Committee for Regional Branding.

### **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.***

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 – April 11, 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 March, 2018.

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

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

1. Warrant Register dated 04-05-2018, in the amount of \$2,488.96;
2. Warrant Register dated 04-12-2018, in the amount of \$667.04;
3. Warrant Register dated 04-19-2018, in the amount of \$383.95;
4. Warrant Register dated 04-26-2018, in the amount of \$1,540.00.

#### **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 13	October 10	February 13
July 11	November 14	March 13
August 8	December 12	April 10
September 12	January 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 May 4, 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