

CITY OF WILDOMAR CITY COUNCIL  
AGENDA

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

MAY 11, 2011  
Council Chambers  
23873 Clinton Keith Road



Marsha Swanson, Mayor  
Ben Benoit, Mayor Pro Tem  
Bob Cashman, Council Member  
Bridgette Moore, Council Member  
Timothy Walker, Council Member

City Manager  
Frank Oviedo

City Attorney  
Julie Hayward Biggs

## **WILDOMAR CITY COUNCIL REGULAR MEETING AGENDA May 11, 2011**

**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, 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 (10 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 CELLULAR DEVICES TO VIBRATE OR OFF FOR THE DURATION OF THE MEETING. YOUR COOPERATION IS APPRECIATED.**

**CALL TO ORDER – CLOSED SESSION - 5:30 P.M.**

**ROLL CALL**

1. The City Council will meet in closed session pursuant to the provisions of Government Code Section 54056.8 to confer with its real estate negotiator, Frank Oviedo, regarding possible acquisition of property located at 23873 Clinton Keith Road, Wildomar. Under discussion will be terms and conditions of acquisition. Negotiating parties are the City of Wildomar and Naples Plaza, Ltd.
2. The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9 to confer with legal counsel with regard to the following matter of pending litigation: Beutz v. County of Riverside, Riverside Superior Court Case No. RIC457351.

**ADJOURN CLOSED SESSION**

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

**ROLL CALL**

**FLAG SALUTE**

**PRESENTATIONS**

Proclamation - EMS Week – May 15 - 21

Certificate of Achievement - BSA Troop 332 2011 Camporee Winners

Fire Department Monthly Update

Community Services Monthly Update

Chamber of Commerce Monthly Update

## **PUBLIC COMMENTS**

This is the time for citizens to comment on issues not listed on the agenda. Under the provisions of the Brown Act, the City Council is prohibited from discussing or taking action on items not listed on the agenda. Each speaker is asked to fill out a "Public Comments Card" (located on the table by the Chamber door) and give the card to the City Clerk prior to the start of the meeting. Comments are limited to three (3) minutes per speaker. The Council encourages citizens to address them so that questions and/or concerns can be heard.

## **APPROVAL OF THE AGENDA AS PRESENTED**

### **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 specific items be removed from the Consent Calendar for discussion and/or separate action.

#### **1.1 Reading of Ordinances**

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

#### **1.2 Minutes – April 13, 2011 Regular Meeting**

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

#### **1.3 Warrant and Payroll Registers**

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

1. Warrant Register dated April 29, 2011 in the amount of \$2,108.00;
2. Warrant Register dated May 5, 2011 in the amount of \$426,549.83;  
and
3. Payroll Register dated May 11, 2011 in the amount of \$18,499.23.

## **2.0 PUBLIC HEARINGS**

There are not hearings scheduled.

### **3.0 GENERAL BUSINESS**

#### **3.1 Parking Enforcement Report**

**RECOMMENDATION:** Staff recommends that the City Council receive and file the report and provide Staff with direction as appropriate.

#### **3.2 Parks Update**

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

#### **3.3 Unpaved Roadway Enhancement Program for Fiscal Year 2011/2012**

**RECOMMENDATION:** Staff recommends that the City Council select Valencia Street, Shoemaker Drive and Cash Lane, Windsong Lane, and Alameda del Monte for enhanced maintenance for the Fiscal Year 2011/2012 Unpaved Roadway Enhancement Program and direct staff to initiate proceedings to form a district to fund roadway maintenance.

#### **3.4 City Council Summer Hiatus**

**RECOMMENDATION:** Staff recommends that the City Council consider not holding its regularly scheduled meeting for one meeting in August on a permanent and ongoing basis commonly known as going “dark”.

### **CITY MANAGER REPORT**

### **CITY ATTORNEY REPORT**

### **COUNCIL COMMUNICATIONS**

### **FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

**2011 City Council Regular Meeting Schedule**

May 25	August 10, 24	November 9, 23
June 8, 22	September 14, 28	December 14, 28
July 13, 27	October 12, 26	

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.

**POSTING STATEMENT:** On May 6, 2011, 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

**CITY OF WILDOMAR  
CITY COUNCIL REGULAR COUNCIL MEETING MINUTES  
APRIL 13, 2011**

**CALL TO ORDER – 6:30 P.M.**

The regular meeting of April 13, 2011, of the Wildomar City Council was called to order by Mayor Swanson at 6:30 p.m.

City Council Roll Call showed the following Members in attendance: Mayor Swanson, Mayor Pro Tem Benoit, Council Members Cashman, Moore, and Walker. Members absent: None.

Staff in attendance: City Manager Oviedo, Assistant City Manager Nordquist, City Attorney Biggs, Planning Director Matt Bassi, Public Works Director Tim D’Zmura, Police Chief Fontneau, Fire Chief Beach, Community Services Director Willette, and City Clerk Lee.

Councilwoman Moore led the flag salute.

**PRESENTATIONS**

Mayor Swanson presented a Proclamation to Prevent Child Abuse in Riverside County for Prevent Child Abuse Month, April 2011.

Mayor Swanson presented Certificates of Appreciation to the 2010 Wildomar Queens.

Presentation of 2011 Wildomar Queens – Tabled to the next meeting.

Henry Silvestre presented the Chamber of Commerce monthly update.

Chief Beach presented the Fire Department monthly update.

Community Services Director Willette presented the Community Services monthly update.

**PUBLIC COMMENTS**

Robert MacHale, resident, stated the bend on Baxter is very dangerous. If you are unfamiliar with the area, at night an accident can easily happen. It is his understanding that an accident occurs there weekly. Is there any consideration being given to change this area.

City Manager Oviedo stated that Public Works Director D'Zmura will follow up with Mr. MacHale regarding this.

Arlene Miller, resident, stated she has reported a code enforcement issue several times to the City regarding an issue next door to her. To date she has had no response from the City. The issue is they have a few neighbors who are allowing people to park their RVs on their property and live in them. There are illegal septic tanks being put in. Every weekend there are trailers coming in and the place is becoming a trailer park. She is asking assistance with this and just wants a response.

John Lloyd, Citizens for Wildomar Parks, stated they are out in the community campaigning to pass Measure D regarding the parks. He wanted to state that at the annual Eggstravaganza the committee will also have "Star Cars" there.

### **APPROVAL OF THE AGENDA AS PRESENTED**

Mayor Pro Tem Benoit stated he would like to move item #3.1 to be heard immediately following the Consent Calendar.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilwoman Moore, to approve the agenda, as amended.

**MOTION** carried, 5-0.

### **1.0 CONSENT CALENDAR**

**A MOTION** was made by Councilman Cashman, seconded by Councilwoman Moore, to approve the Consent Calendar, with the exception of item #1.6.

City Clerk Lee advised there are two speakers for item #1.1.

Kathe Crebar, resident, stated she came to the City Council meeting last month wanting the Council to put on the agenda an item to discuss the parking citation issue.

Mayor Swanson inquired if what she wishes to comment on is the reading of the Ordinances.

Ms. Crebar stated yes. She and her neighbors asked that an item be put on the agenda and the City put it on as reading of Ordinances.

Councilwoman Moore stated the parking citation issue is not on the agenda as of yet.

Ms. Crebar inquired when will the City put it on the agenda so that the citizens can talk about it.

Mayor Swanson stated it will be on the agenda, but it is not part of item #1.1. Staff is currently gathering all the information necessary to address the issues she raised.

City Attorney Biggs stated, to clarify, item #1.1 is a standard item pertaining to any Ordinance which is on the agenda.

**MOTION** carried, 5-0.

**1.1 Reading of Ordinances**

Approved the reading by title only of all ordinances.

**1.2 Minutes – March 7, 2011 Special Meeting**

Approved the Minutes as submitted.

**1.3 Minutes – March 9, 2011 Regular Meeting**

Approved the Minutes as submitted.

**1.4 Minutes – March 23, 2011 Regular Meeting**

Approved the Minutes as submitted.

**1.5 Warrant and Payroll Registers**

Approved the following:

1. Warrant Register dated March 24, 2011, in the amount of \$17,000.91;
2. Warrant Register dated March 31, 2011, in the amount of \$69,887.98;
3. Warrant Register dated April 7, 2011, in the amount of \$317,837.37; and
4. Payroll Register dated April 1, 2011, in the amount of \$19,178.52.

**1.7 Acceptance of Easements For Public Road and Public Trail Purposes on Almond Street**

Accepted the Grant of Easements for public road and utility purposes and for public trail and utility purposes on Almond Street adjacent to parcels 366-210-052 and 366-210-054, and direct the City Clerk to record said easements with the Riverside County Recorder's Office.

**1.8 Fund Balance Policy**

Adopted a Resolution entitled:

RESOLUTION NO. 2011 - 20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A FUND BALANCE POLICY TO COMPLY WITH GASB STATEMENT NO. 54 AND TO PROVIDE A MEASURE OF PROTECTION AGAINST UNFORESEEN FINANCIAL CIRCUMSTANCES

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

**1.6 Statement of Investment Policy FY2010-11**

Councilman Cashman stated lots of cities have gotten into trouble with their statement of investment policy so he would like to hear from Assistant City Manager Nordquist on this.

Assistant City Manager Nordquist presented the staff report.

Discussion ensued regarding investments.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilwoman Moore, to adopt a Resolution entitled:

RESOLUTION NO. 2011 - 19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING STATEMENT OF INVESTMENT POLICY

**MOTION** carried, 5-0.

Mayor Swanson advised there is a public comment which did not get acknowledged and she is reopening the public comments.

Terry, Kelley, resident, stated he knows that Code Enforcement has been giving 750 parking tickets every month. That's about \$30,000 - \$60,000 per month going to the City. The way the homes are built and laid out, citizens are being picked out for violations. He feels this is unfair as it is ticketing too much. This needs to be regulated better.

City Manager Oviedo stated he doesn't want the public to have the impression that we are writing that many tickets per month. The number reported at the last meeting was 500. That is cumulative for 8 months, not monthly.

## **ITEM REORDERED ON THE AGENDA**

### **3.1 WRCOG AB811 Update Presentation**

City Clerk Lee read the title.

Rick Bishop & Barbara Spoonhour, WRCOG, presented the update on AB811.

## **2.0 PUBLIC HEARINGS**

### **2.1 FY 2009-10 Year End Report, FY 2010-11 Mid-Year Budget Report and FY 2011-12 Budget Program**

City Clerk read the title.

Mayor Swanson opened the public hearing.

Assistant City Manager Nordquist presented the staff report.

There being no speakers Mayor Swanson closed the public hearing.

Councilwoman Moore thanked Assistant City Manager Nordquist for the update and commended him on making it very comprehensible so everyone can understand. It is sad to be in the situation that the City is in, but the up side is, this will not be forever. She also stated that even though she loves the parks, she would never recommend using the fund balance to pay for them.

Councilman Cashman inquired if Staff can put together the minimum needed to keep the parks maintained, but not used.

Assistant City Manager Nordquist stated we are at the minimum now as we are not sponsoring any programs at the parks presently, and it is in excess of \$170,000.

Councilman Cashman stated the City will have options if the Measure does not pass, such as plowing the grass and leaving it plowed fields.

City Manager Oviedo stated he would like to explore this further with the Council. One of the options is to turn the property back into open land. There have been discussions at the Staff level in dismantling the parks.

We would take out the benches and the playground, because that is where the liability is, and also the vandalism.

Councilwoman Moore stated the County spent \$7 million bringing the parks back up to where they are today after they were closed for 7 years. Our entire budget is \$8 million, so we will never have the money to bring them back.

Discussion ensued regarding options for park land and property value.

**A MOTION** was made by Councilwoman Moore, seconded by Councilman Walker, to adopt a Resolution entitled:

RESOLUTION NO. 2011 - 21  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR, CALIFORNIA, AUTHORIZING AN AMENDMENT TO  
THE FY 2010-11 BUDGETED REVENUES AND EXPENSES

and approve the recommended Fiscal Year 2011/12 Budget Program.

**MOTION** carried, 5-0.

### **3.0 GENERAL BUSINESS**

#### **3.2 Economic Development Consultant Presentation**

City Clerk Lee read the title.

City Manager Oviedo introduced the item.

Chip Rogers, Buxton, gave a presentation on the services Buxton provides.

It was the consensus of the City Council to direct Staff to bring back options regarding funding the proposal.

#### **3.3 Parks Update**

City Clerk Lee read the title.

Assistant City Manager Nordquist presented the update.

**3.4 Amendment No. 2 to Public Works Maintenance and Maintenance Management Services Agreement – PV Maintenance, Inc.**

City Clerk Lee read the title.

Public Works Director D’Zmura presented the staff report.

**A MOTION** was made by Councilwoman Moore, seconded by Councilman Walker, to approve Amendment No. 2 to Public Works Maintenance and Maintenance Management Services Agreement with PV Maintenance, Inc. to cover costs associated with response and repairs during and after the December 2010 storm event.

**MOTION** carried, 5-0.

**3.5 Amendment No. 1 to Approved Settlement Agreement – Waite Street Mobile Home Park**

City Clerk Lee read the title.

Planning Director Bassi presented the staff report.

**A MOTION** was made by Mayor Pro Tem Benoit, seconded by Councilman Walker, to approve the Amended Settlement Agreement as presented.

**MOTION** carried, 5-0.

**3.6 California Public Employees Retirement System (CalPERS)**

City Clerk Lee read the title.

Assistant City Manager Nordquist presented the staff report.

Mayor Pro Tem Benoit he would like to recommend that each individual Council Member pay for their own retirement.

Mayor Swanson inquired if an individual could opt out of the retirement portion.

Assistant City Manager Nordquist answered PERS is saying that you cannot.

## **CITY MANAGER REPORT**

City Manager Oviedo thanked Richard and Sharon Heil for their assistance with the State of the City event at the Elk's Lodge. Also, the LAFCO application for the Cemetery District issue was submitted on April 12. We are being told it is a 4 month process, but they are looking at making it shorter. Additionally, we have sent a letter to AMR and Supervisor Buster. He has had a meeting with AMR since, and they shared a great deal of information. He suggested they come to the Council to share this information, which they would like to do. Lastly, the letter to Supervisor Buster regarding the park land next to Ronald Reagan school was sent, and the Council has the response from Supervisor Buster.

## **CITY ATTORNEY REPORT**

There was nothing to report.

## **COUNCIL COMMUNICATIONS**

Councilman Cashman stated he is not clear what Inland Valley Hospital is planning to do and what services they plan to provide in Wildomar. He would like someone on the Council to meet with them and bring the information back to the Council.

Councilwoman Moore stated she attended the following: RTA meeting; Chamber of Commerce Dinner; SCFA meeting; Wildomar Historical Society; Water tour; Citizen Corps; LEAP Project meeting; State of the City. She reminded everyone of the following: egg hunt; pancake breakfast at the Elks Lodge benefitting the Boy Scouts; bicycle safety event. She also spoke about the Boy Scouts camping trip that she went on.

Councilman Walker stated he met with Supervisor Buster regarding the parks. He did say the City would get the property, but the City has to put certain things in place. He is also working on the Fire Station that EDA has promised.

Mayor Swanson stated she went to the League policy committee meeting in Ontario. There are bills that the City needs to watch, AB834 & AB1345. She attended the Student of the Month lunch. Also, Councilwoman Moore and her son were awarded the Order of the Arrow from the Boy Scouts. Lastly, she did go to a Mayor's lunch with Ken Rivers. He is planning to hold these lunches with the area Mayors every month. There are plans to close the maternity and move it to Rancho Springs, however, they have approval from the State to open the

rest of the hospital.

**FUTURE AGENDA ITEMS**

- \*General Plan Amendment for the Park Land
- \*Set up Subcommittee to meet with Supervisor Buster

**ADJOURNMENT**

There being no further business, Mayor Swanson declared the meeting adjourned at 9:12 p.m.

Submitted by:

Approved by:

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Debbie A. Lee, CMC  
City Clerk

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Marsha Swanson  
Mayor

**CITY OF WILDOMAR CITY COUNCIL**  
**Agenda Item#1.3**  
**CONSENT CALENDAR**  
**Meeting Date: May 11, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Warrant and Payroll Registers

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the following:

1. Warrant Register dated April 29, 2011 in the amount of \$2,108.00;
2. Warrant Register dated May 5, 2011 in the amount of \$426,549.83; and
3. Payroll Register dated May 11, 2011 in the amount of \$18,499.23.

**DISCUSSION:**

The City of Wildomar requires that the City Council audit payments of demands and direct the City Manager to issue checks. The Warrant and Payroll Registers are submitted for approval.

**FISCAL IMPACT:**

These Warrant and Payroll Registers will have a budgetary impact in the amount noted in the recommendation section of this report. These costs are included in the Fiscal Year 2010-11 Budget.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Voucher List 4/29/2011  
Voucher List 5/5/2011  
Payroll Warrant Register May 11, 2011

vchlist  
06/05/2011 10:54:22AM

Voucher List  
City of Wildomar

Page: 1

Bank code : wf

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
200452	4/29/2011	000256	COUNTY OF RIVERSIDE, COUNTY CLER 4-27-11		NOD-FILING FEE -SOURCE REDUC	2,108.00
					Total :	2,108.00
					1 Vouchers for bank code : wf	Bank total : 2,108.00
					1 Vouchers in this report	Total vouchers : 2,108.00

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Voucher List  
City of Wildomar

Page: 1

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200453	5/5/2011	000031 AFLAC, REMITTANCE PROCESSING, CE	781888		CITY COUNCIL BENEFITS-APRIL 20	475.45
					<b>Total :</b>	<b>475.45</b>
200454	5/5/2011	000033 AMERICAN FORENSIC NURSES	59753 59771		BLOOD DRAW	41.08
					BLOOD DRAW	287.56
					<b>Total :</b>	<b>328.64</b>
200455	5/5/2011	000007 ANIMAL FRIENDS OF THE VALLEY,, INC.	MAR11 MAR11A		ANIMAL CONTROL SVCS-MARCH 2	5,800.00
					SHELTERING SVCS-MARCH 2011	8,055.00
					<b>Total :</b>	<b>13,655.00</b>
200456	5/5/2011	000008 AT&T MOBILITY	04282011		COUNCIL MOBILE PHN 3/21-4/20/11	471.64
					<b>Total :</b>	<b>471.64</b>
200457	5/5/2011	000034 BIO-TOX LABORATORIES	23017B 23233 23234		RC SHERIFF-LAB SVCS	701.00
					RC SHERIFF-LAB SVCS	666.27
					RC SHERIFF-LAB SVCS	140.00
					<b>Total :</b>	<b>1,507.27</b>
200458	5/5/2011	000080 BURKE, WILLIAMS AND SORENSON,, LL	145182		LEGAL FEES MARCH 2011	52,806.46
					<b>Total :</b>	<b>52,806.46</b>
200459	5/5/2011	000028 CALPERS	0420114		PERS RETIREMENT CONTRIB 4/11-	3,138.37
					<b>Total :</b>	<b>3,138.37</b>
200460	5/5/2011	000043 CHENG, MISTY	4/30/2011		ACCOUNTING SVCS-APRIL 2011	8,980.00
					<b>Total :</b>	<b>8,980.00</b>
200461	5/5/2011	000288 CITY OF PALM DESERT	5211		LEAGUE-RIVCO DIVISION DINNER	180.00
					<b>Total :</b>	<b>180.00</b>
200462	5/5/2011	000047 COUNTY OF RIVERSIDE, SHERIFF'S DEI	SH0000016246 SH0000016311 SH0000016454		BOOK FEE-FEB 2011	921.48
					CONTRACT LAW ENFORCE 1/13-2/	257,494.66
					BOOKING FEE MARCH 2011	1,250.58
					<b>Total :</b>	<b>259,666.72</b>
200463	5/5/2011	000002 CRYSTAL CLEAN MAINTENANCE	503		JANITORIAL SVCS-CITY HALL MAY	698.00

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05/05/2011 2:47:47PM

Voucher List  
City of Willdomar

Page: 2

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200463	5/5/2011	000002	000002 CRYSTAL CLEAN MAINTENANCE	(Continued)		Total : 898.00
200464	5/5/2011	000041	CTAI PACIFIC GREENSCAPE		VARIOUS PARK MAINT-APRIL 2011	2,950.00
			19551		CERVERA MAINT-APRIL 2011	460.00
			19563		Total :	3,410.00
200465	5/5/2011	000058	DEPARTMENT OF JUSTICE	845218	BLOOD ALCOHOL ANALYSIS-MARC	35.00
					Total :	35.00
200466	5/5/2011	000059	DIAMOND W. EVENTS	20114	CONTRACTUAL SVCS-APRIL 2011	7,300.00
					Total :	7,300.00
200467	5/5/2011	000012	ELSINORE VALLEY MUNICIPAL, WATER	4910238	WATER SVCS 3/24-4/21/11	118.92
				4910239	WATER SVC 3/24-4/21/11	141.16
				4910240	WATER SVC-CSA 103 3/24-4/21/11	378.83
					Total :	638.90
200468	5/5/2011	000077	EXEC-U-CARE	42811	MEDICAL INS CITY COUNCIL-MAY 2	417.70
					Total :	417.70
200469	5/5/2011	000040	IMAGE PRINTING SYSTEMS	20288	0000002 OFFICE SUPPLIES-LETTERHEAD	882.83
					Total :	882.83
200470	5/5/2011	000269	J&R MACHINE COMPANY	42211	REFUND FOR DENIED BUS REG	45.00
					Total :	45.00
200471	5/5/2011	000079	LAN WAN ENTERPRISE	40127	IT MAINT-MAY 2011	450.00
					Total :	450.00
200472	5/5/2011	000083	LANCE, SOLL & LUNGHARD LLP	1166	0000008 AUDIT SVCS-FY10-11	3,000.00
					Total :	3,000.00
200473	5/5/2011	000147	MARATHON REPROGRAPHICS	62623	TRAIL MAP COPIES	18.27
				62675	CENTRAL SIDEWALK PLAN COPIES	16.36
				62791	GENERAL PLAN MAP COPY	29.36
					Total :	63.99
200474	5/5/2011	000084	MUNISERVICES, LLC	0000024456	SALES TAX SVCS ENDING 9/30/10	8,206.58

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Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200474	5/5/2011	000084 000084 MUNISERVICES, LLC	(Continued)		Total :	8,206.58
200475	5/5/2011	000004 NAPLES PLAZA, LTD-OAK CREEK II, C/O	512011		CITY HALL MONTHLY LEASE-MAY 2	10,114.56
					Total :	10,114.58
200476	5/5/2011	000049 NORTH COUNTY TIMES	2288794		PUBLIC HEARING NOTICE-ZONING	119.40
					Total :	119.40
200477	5/5/2011	000026 PROTECTION RESCUE SECURITY, SER	11-124-F		SECURITY SVCS PARKS 4/1-4/30/11	425.00
					Total :	425.00
200478	5/5/2011	000042 PV MAINTENANCE, INC.	005-120		GAS TAX/PW CONTRACT SVCS-MA	41,422.03
					Total :	41,422.03
200479	5/5/2011	000064 TYLER TECHNOLOGIES	39573 41877 41878 41941		EDEN SUPPORT JAN-DEC 2011 SALES & RETURNS ALLOWANCE DASHBOARD SUPPORT EDEN PO VERBAGE	4,185.68 -210.00 -651.11 225.00
					Total :	3,549.57
200480	5/5/2011	000006 WELLS FARGO PAYMENT REMITTANCE,	037588839 32211 32211 32311 32311 32311 32511 32511A 32511B 32811 32811 3628132 36811901 4111 4111 41111 41111 41111		POLICE DEPARTMENT OFFICE SUP TRAVEL EXPENSE FOR ICSC CONF TRAVEL EXPENSE FOR ICSC CONF CITY COUNCIL MEETING SUPPLIES NON-DEPARTMENTAL OFFICE SUP NON-DEPARTMENTAL OFFICE SUP ICSC CONVENTION ICSC MEMBERSHIP - TIM WALKER ICSC MEMBERSHIP RENEWAL NON-DEPARTMENTAL OFFICE SUP OFFICE SUPPLIES TEEN EVENT SUPPLIES NON-DEPARTMENTAL CONFERENC OFFICE SUPPLIES EGG HUNT SUPPLIES NON-DEPARTMENTAL OFFICE SUP FINANCE QUICKBOOKS SUBSCRIP EGG HUNT SUPPLIES	20.35 176.40 86.02 76.43 37.60 51.38 1,350.00 50.00 50.00 110.99 35.43 25.21 19.99 77.94 21.86 90.87 20.97 65.25

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200480	5/5/2011	000006	WELLS FARGO PAYMENT REMITTANCE, (Continued)			
			41311		OFFICE SUPPLIES	130.57
			41511		CITY COUNCIL/PLANNING COMM S	19.55
			41511		EGG HUNT SUPPLIES	158.58
			41511A		EGG HUNT SUPPLIES	36.98
			41511B		OFFICE SUPPLIES	154.88
			41711		NON-DEPARTMENTAL OFFICE SUP	73.65
			41911		FIRE STATION EXPENSES	108.13
			42010		EGG-HUNT SUPPLIES RETURN CR	-49.73
			428		EMERGENCY SUPPLIES	312.64
			4511		URBAN LAND INSTITUTE CONF- CI	65.00
			4511A		URBAN LAND INSTITUTE CONF- CI	65.00
			4611		OFFICE SUPPLIES	40.77
			4711		CITY CLERK ASSOC. MEMBERSHIP	45.00
			4711		NON-DEPARTMENTAL OFFICE SUP	21.68
			486538		EMERGENCY SUPPLIES	246.00
			8931349		OFFICE SUPPLIES	267.44
			899100654172		EMERGENCY SUPPLIES	76.82
			W1788980		CITY COUNCIL SUPPLIES	354.94
					<b>Total :</b>	<b>4,492.57</b>
200481	5/5/2011	000006	WELLS FARGO PAYMENT REMITTANCE, 32311		CITY COUNCIL MEETING SUPPLIES	6.98
			32511		NON-DEPARTMENTAL OFFICE SUP	18.32
			41111		STATE OF THE CITY SUPPLIES	16.30
			41511		EGG HUNT SUPPLIES	16.42
			41511A		CITY CLERK OFFICE SUPPLIES	5.52
			4711		FINANCE DEPT. OFFICE SUPPLIES	5.61
					<b>Total :</b>	<b>69.16</b>
<b>29 Vouchers for bank code : wf</b>						<b>Bank total : 426,549.83</b>
<b>29 Vouchers in this report</b>						<b>Total vouchers : 426,549.83</b>

City of Wildomar  
Payroll Warrant Register  
May 11, 2011

<u>ACH Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
4/29/2011	Payroll People	4/08-4/22/11 Staff	16,961.00
5/2/2011	Payroll People	April 2011 Council	1,538.23
		TOTAL	18,499.23

**CITY OF WILDOMAR – CITY COUNCIL**

**Agenda Item #3.1**

**GENERAL BUSINESS**

**Meeting Date: May 11, 2011**

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**TO:** Mayor and City Council Members

**FROM:** Dave Fontneau, Police Chief

**SUBJECT:** Parking Enforcement Report

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends Council receive and file the report and provide staff with direction as appropriate

**DISCUSSION:**

Council requested the Police Department bring back a report on parking enforcement in the City. This report provides some statistical data to review the activity that has been generated from the time the City began issuing citations with a City of Wildomar Parking Enforcement Program in October of 2010. Prior to the program implementation officers were simply not writing citations on behalf of the City even though there were numerous parking issues within neighborhoods, commercial, and industrial areas. It was these initial complaints made to our Code Enforcement Department regarding illegally parked vehicles that moved City policy to develop our own parking enforcement program. The intent of this program is to change parking behavior in the City that mimics common practices in municipalities.

As a general rule and due to limited resources, the Police Department does not have personnel dedicated to traffic and parking violations. Consequently, most of the citations are being written as the result of the officer being in a particular location within the City for reasons other than parking. Parking enforcement is typically secondary to the primary function of being dispatched and responding to calls for service in the field. In other words, most parking citations are incidental to other activities conducted by the officers.

For example, when an officer is dispatched to a neighborhood or a commercial center as a result of a call for service, if they observe a parking violation, they will not ignore it if they are within a reasonable window of time between calls. They may not have entered the neighborhood or business center with the intent to issue parking citations but they may leave the area having written several before the next call for service. There are many factors that may play into this scenario, including the time of day and number of calls for service that may be pending at the time.

The other way officers will respond to an area of the City to write a parking citation is when a business owner or a specific complaint from a resident is phoned in to either the City or directly to the Police Department. Often times these calls are generated because a resident may have an issue with a vehicle being parked in front of their home or a commercial vehicle may be illegally parked in a neighborhood. Additionally, a very common problem in the City is vehicles being advertised for sale on City streets. Typically the streets are near residential neighborhoods and residents take issue with the additional traffic and blight that it brings to an area. Again, because the City does not proactively enforce parking we rely on officers in the field to incorporate this activity into their work by staying alert in the field while on other calls for service. Secondly, we also rely on residents or businesses to let us know when they see a violation that is affecting their neighborhood or business center.

The following statistics offer a summarized view of the activity in the field from the period 10/01/10 to 5/06/11 (approximately 7 months) so Council and the public can see what is driving the parking enforcement in the City with the hope that by education and communication with residents and businesses alike the City can reduce the need for additional enforcement:

1. Expired registration	{Violation 4000(a)(1)}	188 Citations
2. 18" from curb and/or facing wrong way	Violation 22502	133 Citations
3. Parking within 18" of fire hydrant	Violation 22514	67 Citations
4. Parking/Storage of RV on Public Streets	Violation 12.20.170	61 Citations
5. Parking in a posted/marked fire lane	Violation 22500.1	59 Citations
6. Display of two license plates	Violation 5200	55 Citations
7. Vehicle for sale on pub./priv. property	Violation 12.20.120	52 Citations
8. Parking unlawfully on a sidewalk	{Violation 22500(f)}	42 Citations
9. Unlawful commercial vehicle parking	Violation 12.20.160	41 Citations
10. All Others (11 additional categories)		<u>28 Citations</u>

Total 726 Citations

The above citations represent the top "10" violation categories. The "All Others" categories include parking unlawfully within intersection, crosswalk, safety zone, parking driveway, etc.

As the City continues to improve the enforcement program and by reviewing the documentation for this report it was discovered that County signage around the City was not consistent with the ordinances that dictate parking for Recreational Vehicles (RV). While the County signs state it is illegal to park commercial vehicles in the City it also states RV's are not allowed. This is not accurate since County Ordinance No. 413 Section 1.18.1 Subsection (B) allows for a 48 hour period twice a month before and after a trip or if the owner of the home gives permission while visiting. How this is enforced long term is currently under review. However, in the mean time Public Works is developing a solution by changing the signs within the City boundaries. In addition,

staff is previewing a possible notice warning residents that they may be in violation within a 48 period.

Since the program was just implemented what you would expect to see long term is the violation numbers decrease over time as violators become more sensitive to parking enforcement in the City. Even more, typically what you see when a program such as this is implemented there is an initial bump in violations which also leads to a number of complaints going up as well. We would remind the public that if they do not agree with the violation that they follow the appeal process as outlined on the backside of the ticket.

As Council reviews the report and would like to suggest changes, staff is prepared to implement changes as necessary.

**FISCAL IMPACT:**

There is no fiscal impact by this report.

Submitted by:

Approved by:

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Dave Fontneau  
Police Chief

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

None

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.2**  
**GENERAL BUSINESS**  
**Meeting Date: May 11, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Parks Update

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council receive and file the update report.

**DISCUSSION:**

Recent information from Riverside County indicates that the City of Wildomar maybe participating, with the County, in the processing of claims for refunding prior years park assessments. Staff will provide the most recent update on this activity during the meeting.

**Fund Raising Efforts: \$19,404.18** has been raised by the residents of the community and donated to the City, specifically to be used for park maintenance and services.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.3**  
**GENERAL BUSINESS**  
**Meeting Date: May 11, 2011**

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**TO:** Mayor and City Council Members

**FROM:** Tim D'Zmura, Public Works Director

**SUBJECT:** Unpaved Roadway Enhancement Program for Fiscal Year 2011/2012

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council select Valencia Street, Shoemaker Drive and Cash Lane, Windsong Lane, and Alameda del Monte for enhanced maintenance for the Fiscal Year 2011/2012 Unpaved Roadway Enhancement Program and direct staff to initiate proceedings to form a district to fund roadway maintenance.

**BACKGROUND:**

As a means to improve poorly maintained dirt roads throughout the City, the City initiated the Unpaved Roadway Enhancement Program and created a Capital Improvement Project to enhance unpaved roadways in the City (Attachment 1). This program is being provided as a method of slowly integrating private unpaved streets within the City into the City's street program. Under this program residents may petition the City to have their street enhanced. Residents may submit an application for the program prior to April 1<sup>st</sup> for inclusion of their street in the Capital Improvement Project for the following fiscal year beginning July 1. In order to participate in the program, the residents must dedicate the street right-of-way (ROW) to the City, participate in a financing mechanism for long term maintenance, and pay for the creation of this financing mechanism. Utilizing Measure A funds, the City will then enhance the street with a minimal level of improvements.

Enhancements to the streets are intended to provide a minimum level of pavement surface to be incorporated into the City street maintenance program. The anticipated life span of these enhancements is five to eight years. These enhancements are not intended to upgrade the streets to current City standards. They will not improve drainage or provide, curbs, gutters, sidewalks. In general terms the scope of the improvements will be:

1. Minimal grading following the existing contours and retaining existing drainage patterns and ditches (if they exist).
2. Driveway culverts and minimal surfacing of driveway approaches within the ROW.
3. Re-compact and grade existing roadway surface to provide a solid, clean surface for the new pavement. Placing aggregate base is not included in the scope of this project.

4. The new pavement is anticipated to be a 26-foot wide two-coat chip asphalt seal.
5. Where required by soil conditions, use compacted cement stabilized soil.

A few photos of typical chip seal roadways are included as Attachment 2. When the program was initiated criteria were established to rank the resident requests. The criteria established highest priority for those streets with all owners participating, existing right of way dedications that have not been accepted, street connectivity to existing paved streets, and residential zoned property.

Staff has received and reviewed four applications (Attachment 3), and in accordance with the program guidelines is presenting the priority list to the City Council for approval and authorization to proceed with maintenance district formation.

**ANALYSIS**

Since the program inception, Staff has received applications for the following streets: Valencia Street, Shoemaker Drive and Cash Lane, and Windsong Lane. Staff evaluated the three applications submitted and developed the following summary in priority order:

<b>Street Segment</b>	<b>Date Submitted</b>	<b>Length</b>	<b>Estimated Cost</b>	<b>Weighted Score</b>
Valencia Street-South of Lemon	11/4/10	600 LF	\$20,000	4.25
Shoemaker Ln / Cash Dr	2/9/11	1,000 LF	\$30,000	4
Windsong Lane-North of Palomar	9/9/10	900 LF	\$27,000	3.25

The streets are shown on the exhibit included as Attachment 4, and the table used to rank the streets is included as Attachment 5. All of the streets qualify and are recommended for enhancement by the program. The next step is to form the maintenance district and annex the properties into the district, and accept the right of way dedications. Formation of the maintenance district is a critical point in the project development process. If 100% of the properties along a street segment do not participate the City will be unable to form the district and proceed with the street enhancements. Streets that have 100% participation by the property owners will proceed with the bidding and construction process. Annexation and construction is anticipated to take 9 to 12 months.

**FISCAL IMPACTS:**

The estimated cost to form the maintenance district and install the pavement enhancements for these streets is \$77,000. This project is currently funded in the Fiscal Year 2010/2011 budget with \$29,100 from Measure A and \$20,900 from AB2766 Air Quality. These currently budgeted funds will be encumbered and combined with the proposed Fiscal Year 2011/2012 budget. Assuming the Fiscal Year 2011/2012 budget for this program will be the same as the current fiscal year, the total funding available for

these street enhancements is \$100,000. This would leave \$23,000 available for applications received between now and April 2012.

Submitted by:

Approved by:

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Tim D'Zmura  
Director of Public Works

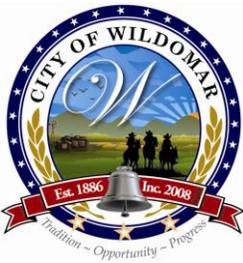
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Frank Oviedo  
City Manager

**ATTACHMENTS:**

1. Sample Photos
2. Policy, Process and Procedures for the Unpaved Roadway Enhancement Program – CIP 0013
3. Applications Received
4. Street Location Exhibit
5. Ranking Table

# **ATTACHMENT 1**



## CITY OF WILDOMAR

# CAPITAL IMPROVEMENT PROGRAM DESCRIPTION

### Policy, Process and Procedures for the Unpaved Roadway Enhancement Program – CIP 0013

#### ***Policy:***

This project is being provided as a method of slowly integrating private unpaved streets within the City into the City's street program. Utilizing limited Measure A funding, the City will annually provide minimal pavement improvements where residents have petitioned and are willing to dedicate the street right-of-way (ROW) to the City. The residents must also be willing to provide long term funding for the maintenance of the petitioned street segment. Where multiple requests exceed the available funding, petitions will be evaluated based on a series of priority measures and ranked in order of priority. The City Council will have final authority in approving the final rankings.

#### ***Project Description:***

##### *Improvements:*

Improvements to the petitioned streets will be to provide an approximate 5-8 year life pavement surface. Grading will be minimized by following the existing contours and retaining existing drainage flows. Driveway culverts and minimal surfacing of the driveway approaches will be provided within the ROW. Sub-base will be re-compacted and graded to provide a solid, clean surface for the new pavement. Imported base material is not being considered for this project.

Improvement specifics include:

- Provide a minimum level of pavement for the conversion of existing dirt road(s) into City maintenance program
- Minimum pavement level defined as a two-coat chip seal on a compacted sub-base of existing in-place soil.
- Where existing soil is alluvial/high clays, use compacted cement stabilized soil as sub-base material. (Cement is introduced into existing sub-base material, mixed and then re-compacted. The cement and soil mixture becomes more stable, providing a better surface to pave and drive on.)
- Pavement width established at 26-feet wide, allowing two lanes of traffic.
- Streets placed into city's pavement management system and maintained along 5-8 year cycles.

### Project Costs:

Project costs are estimated based upon the criteria above and are in 2010 dollars. Annual increases in these base costs are anticipated.

- \$19.20 per lineal foot of pavement – costs include rip, grade and re-compact existing dirt road as base, 2-layer Type II Chip Seal, signing, striping, 10% project/construction management costs and a 15% contingency.
- Substitute \$21.70 per lineal foot of pavement on poor soil roads – the \$2.50 allowance is added for the delivery, mixing and compacting of the cement stabilized soil mix.
- Revolving 5-year maintenance costs of \$0.40 per lineal foot of pavement.
- Compares to \$84.60 per foot of new asphalt paved road meeting minimum County standards for Local Road.

### Establishing Priorities

Funding is limited for this program and may not meet the number of petitions submitted annually. Establishment of priorities is necessary to establish a ranking of each request. The suggested priorities list is below:

- Petition
  1. 100% participation of property owners along road segment.
  2. Less than 100% participation of property owners with participating owners carrying non-participants' maintenance cost share.
- ROW
  1. 100% existing ROW dedications previously accepted to vest title, not for maintenance
  2. 100% existing ROW dedications, either rejected or accepted to vest title only
  3. 100% participation with petitioners providing all dedication documents
  4. 100% participation with City providing dedication documents at petitioners' expense
  5. All others

- Street Connectivity
  1. Street segment connects two or more existing paved city maintained streets
  2. Street segment connects one city maintained street to other unpaved road segment(s)
  3. Cul-de-sacs with turnaround
  4. Stub street
  5. All others
  
- Zoning
  1. Residential – single family
  2. Multi-family/higher densities
  3. Commercial – limited number of trucks
  4. Industrial and high volume commercial not eligible

## ***Application and Process***

### *Application*

An application for the inclusion of each roadway segment will be required to be submitted by the owners of the properties adjacent to the road segment. Submittals must be received prior to April 1<sup>st</sup> of each year for inclusion into the upcoming fiscal year's project rankings. The application will require the following information:

- Description or street name and length of road segment
- All adjacent lots property owners information and APN
- Signature of all property owners of record on application
- Signed petitions from all property owners requesting formation of maintenance district for long term maintenance
- Road segment ownership information (city-vested title, rejected offers of dedication, wholly private, combination of any/all) and whether owners will provide final dedication documents or requesting city to provide.
- Application fee equal to the cost of district formation plus \$67.00 for application processing.
- May be submitted at any time during year but considered for inclusion only during adoption of Annual Capital Improvement Program.

### *Process*

Throughout the year, property owners that would like to have the dirt roads adjacent to their property improved can obtain an application, obtain the information requested and submit it for review by City staff. The process of

taking applications through to recommending a specific stretch of road as the preferred project is as follows:

- Application and processing fee received
- Application reviewed for completeness – accepted or returned for additional information
- Annually on April 1<sup>st</sup>, staff will evaluate all application against each other, establish a priority list and number of applications to be approved based upon street lengths and budget for the next fiscal year.
- Submit to City Council for approval of priority list and authorization to proceed with maintenance district formation for recommended applications.
- Form maintenance district(s)
- Complete design of selected street segments.
- Bid project during 3<sup>rd</sup> quarter of fiscal year.
- Construct project in 4<sup>th</sup> quarter of fiscal year (spring construction).

#### Cost to Property Owners

Property owners will be responsible for the cost of the formation of the maintenance district, the application processing fee and the annual assessment place upon their property tax.

- Formation costs – TBD
- Application Processing Fee - \$67.00/property
- Annual maintenance assessment of \$0.40/linear foot of property frontage along the road segment (\$0.80/ft divided by 2 sides of the street). Where no property receiving benefit is on one side of the street, assessment for that single property will increase up to \$1.60 per lineal foot of frontage.
- Assessments will increase by a cost index factor to be determined at the time of formation of the maintenance district.

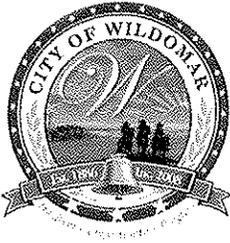
## **ATTACHMENT 2**







# **ATTACHMENT 3**



# UNPAVED ROADWAY ENHANCEMENT PROGRAM APPLICATION CITY OF WILDOMAR

This form enables residents of the City of Wildomar to formally request the Public Works Department to initiate the review and evaluation of the requested street segment for inclusion in the City's Unpaved Roadway Enhancement Program and requesting prioritization with other similar applications as a means of determining which street segment(s) will be improved with the limited funding available. To be considered, this three part form must be filled out in its entirety and returned to:

City of Wildomar  
Attn: Jon Crawford  
Wildomar City Hall  
23873 Clinton Keith Rd, Ste 201  
Wildomar, CA 92595

<b>City Use Only</b>	
Date	11/4/10
Complete	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Returned	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Final Rank	_____ (201__)

For more information on the City's Unpaved Roadway Enhancement Program, please visit: Public Work's Web site or call (951) 677-7751

Please clearly and concisely provide the following information. All three parts must be complete for the application to be valid.

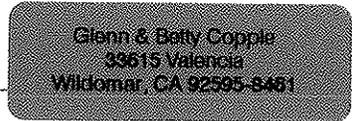
### 1. Street Representative Information

Name: V. Glenn Copple

Address: 33615 VALENCIA

Telephone: 951 - 245 - 0631 OR 217 0621

Date of submission: \_\_\_\_\_



### 2. Please provide the following information for consideration and ranking of priority:

- Description or street name of road segment
- Signature of all property owners of record on petition form
- Signed petitions from all property owners requesting formation of maintenance district for long term maintenance
- \$67.00 application processing fee

VALENCIA ST 600' DIRT ROAD WITH 10 RESIDENCE PROPERTIES

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

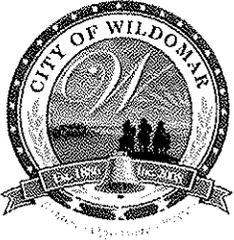
\_\_\_\_\_

**Wildomar, Ca. 92595 Valencia St. Property Owners as of 11/01/2010**

	<b>Address</b>	<b>Name</b>	<b>Phone #</b>	<b>e-mail Address</b>
<b>1</b>	<b>33515</b>	<b>Grant B. Barton 900 N Cleveland St. # 162 Oceanside, CA. 92054</b>	<b>760 967 4240</b>	<b>gbbarton@email.com</b>
<b>2</b>	<b>33520</b>	<b>Erin Star Romero</b>	<b>674 6317</b>	<b>Estar78@hotmail.com</b>
<b>3</b>	<b>33535</b>	<b>John Vasquez</b>	<b>245 4554</b>	<b>no</b>
<b>4</b>	<b>33540</b>	<b>J. Kay Cope</b>	<b>714 856 4852</b>	<b>Daksi7@verizon.net</b>
<b>5</b>	<b>33555</b>	<b>Joe Hasspni</b>	<b>402 9614</b>	<b>none</b>
<b>6</b>	<b>33575</b>	<b>Dona Ginter</b>	<b>452 7680</b>	<b>ginterdonna@yahoo.com</b>
<b>7</b>	<b>33560</b>	<b>Alberto Zavala</b>	<b>609 4090</b>	<b>none</b>
<b>8</b>	<b>33595</b>	<b>Ray Huddleston</b>	<b>674 6703</b>	<b>None</b>
<b>9</b>	<b>33600</b>	<b>Wilmer Velasquez</b>	<b>972 2296</b>	<b>wilvels@hotmail.com</b>
<b>10</b>	<b>33615</b>	<b>Betty Neff</b>	<b>245 0631 or 217 6291</b>	<b>handyglenn@jps.net</b>

30402

Handwritten notes on the left margin, including "Huddleston" and "30555" with arrows pointing to rows 4 and 5 respectively.



# UNPAVED ROADWAY ENHANCEMENT PROGRAM PETITION FORM

## CITY OF WILDOMAR

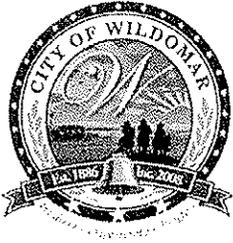
### 3. Resident Support

Signatures from property owners in support of the Unpaved Roadway Enhancement Program are required.

Signatories must be legal residents 18 years and older living on the requested street.

We, the undersigned residents of VALENCIA ST. (street) between ORCHARD ST. (street) and JARO DR. (street), do hereby request the City of Wildomar to pave our street. By signing below, we understand that we are dedicating the street right-of-way to the City. We understand, upon approval of this petition, the City of Wildomar will be responsible for providing the initial paving costs, and we will enter into a maintenance district to provide long term funding for maintenance of the petitioned street segment. We understand that improvements to the petitioned street under the program will be to provide an approximate 5-8 year life pavement surface. We also understand that submission of this petition does not guarantee this street segment will be paved and/or included within the program, only that this petition is a means of placing this street segment in competition with other segments similarly petitioned, for the limited funding available for this program.

Signature	Printed Name	Address	Phone Number	Email Address
<i>Grant B. Barton</i>	Grant B. Barton	33515	760 967 4240	gbbarton@email.com
<i>Erin Starr Romero</i>	ERIN STARR ROMERO	33520	(951) 674-6317	estarr78@hotmail.com
<i>John Vasquez</i>	JOHN VASQUEZ	33535	(951) 245-4554	
<i>J. Kay Cope</i>	J. KAY COPE	33540	(714) 856-4852	daksi7@verizon.net
<i>Tom Hassdini</i>	TOM HASSDINI	33555	402 9614	NO
<i>Donna Ginter</i>	DONNA GINTER	33575	452-7680 (951)	ginterdonna@yahoo.com
<i>Alberto Zamora</i>	ALBERTO ZAMORA	33560	951 609 4090	NO
<i>Raymond Rueda</i>	RAYMOND RUEDA	33595	674-6703	NONE.
<i>Wilmar Velasquez</i>	WILMAR VELASQUEZ	33600	972 2296	Wilvels@hotmail.com
<i>Betty Neff</i>	BETTY NEFF	33615	245 0631	KANDYGLENN@JIS.NET



# UNPAVED ROADWAY ENHANCEMENT PROGRAM APPLICATION CITY OF WILDOMAR

This form enables residents of the City of Wildomar to formally request the Public Works Department to initiate the review and evaluation of the requested street segment for inclusion in the City's Unpaved Roadway Enhancement Program and requesting prioritization with other similar applications as a means of determining which street segment(s) will be improved with the limited funding available. To be considered, this three part form must be filled out in its entirety and returned to:

City of Wildomar  
Attn: Jon Crawford  
Wildomar City Hall  
23873 Clinton Keith Rd, Ste 201  
Wildomar, CA 92595

City Use Only	
Date:	2/9/11
Complete:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Returned:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Final Rank:	..... (201..)

For more information on the City's Unpaved Roadway Enhancement Program, please visit: Public Work's Web site or call (951) 677-7751

Please clearly and concisely provide the following information. All three parts must be complete for the application to be valid.

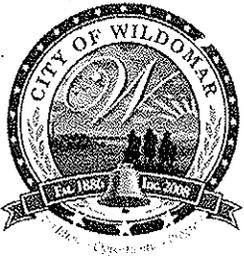
## 1. Street Representative Information

Name: Paula Willette  
Address: 21285 Shoemaker Dr  
Telephone: 674-5476  
Date of submission: 2-9-11

## 2. Please provide the following information for consideration and ranking of priority:

- Description or street name of road segment
- Signature of all property owners of record on petition form
- Signed petitions from all property owners requesting formation of maintenance district for long term maintenance
- \$67.00 application processing fee

Shoemaker Dr and Cash Rd cross street  
Gruwell



# UNPAVED ROADWAY ENHANCEMENT PROGRAM PETITION FORM

CITY OF WILDOMAR

RECEIVED

FEB 09 2011

CITY OF WILDOMAR

### 3. Resident Support

Signatures from property owners in support of the Unpaved Roadway Enhancement Program are required.

Signatories must be legal residents 18 years and older living on the requested street.

We, the undersigned residents of SHOEMAKER (street) between \_\_\_\_\_ (street) and CASH LN (street), do hereby request

the City of Wildomar to pave our street. By signing below, we understand that we are dedicating the street right-of-way to the City. We understand, upon approval of this petition, the City of Wildomar will be responsible for providing the initial paving costs, and we will enter into a maintenance district to provide long term funding for maintenance of the petitioned street segment. We understand that improvements to the petitioned street under the program will be to provide an approximate 5-8 year life pavement surface. We also understand that submission of this petition does not guarantee this street segment will be paved and/or included within the program, only that this petition is a means of placing this street segment in competition with other segments similarly petitioned, for the limited funding available for this program.

Signature	Printed Name	Address	Phone Number	Email Address
	Jackie Bishop	31953 Cassel Lane	951-889-4860	CASEY00ST@
	CORNELIUS DODSON	31979 CASH LN	951-202-7019	PCS.N.COM
	ARTURO MONTES	31960 CASH LN	951-541-2395	ARMOSTES@GMAIL.COM
	ROBERT	31935 CASH LN	951-678-6266	
	PAUL D. MILLER	31940 CASH LN	951-678-8914	duncan210@hotmail.com
	NEIL	31987 CASH LN	951-688-4763	NEIL.MAN@AOL.COM
	ROBERT	31930 Cassel Ln	951-689-1738	rbowen@EMMARI.COM
	TOM	21255 SHOEMAKER LN	92595/951-678-1023	
	J. WILLIAMS	21235 Shoemaker Ln	92595/951-678-1023	
	PAUL	32011 GROVELL ST.	92595	
	THELMA DOTY	31981 Grovell St.	92595	
	PAULA WILLETTE	21285 Shoemaker	92595	



# UNPAVED ROADWAY ENHANCEMENT PROGRAM APPLICATION CITY OF WILDOMAR

This form enables residents of the City of Wildomar to formally request the Public Works Department to initiate the review and evaluation of the requested street segment for inclusion in the City's Unpaved Roadway Enhancement Program and requesting prioritization with other similar applications as a means of determining which street segment(s) will be improved with the limited funding available. To be considered, this three part form must be filled out in its entirety and returned to:

City of Wildomar  
Attn: Jon Crawford  
Wildomar City Hall  
23873 Clinton Keith Rd. Ste 201  
Wildomar, CA 92595

<b>City Use Only</b>	
Date	9/9/10
Complete	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Returned	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Final Rank	(201...)

For more information on the City's Unpaved Roadway Enhancement Program, please visit: Public Work's Web site or call (951) 677-7751

Please clearly and concisely provide the following information. All three parts must be complete for the application to be valid.

**1. Street Representative Information**

Name: <u>John R. EBBERT</u>	<b>STEVEN GREENBAUM</b>
Address: <u>32175 WINDSONG LANE</u>	<b>32201 WINDSONG LANE</b>
Telephone: <u>951-678-4931 or 951-966-0573</u>	<b>WILDOMAR, CA 92595-8599</b>
Date of submission: <u>9/10/2010</u>	<b>USA</b> <u>951-678-7755</u>

**2. Please provide the following information for consideration and ranking of priority:**

- Description or street name of road segment
- Signature of all property owners of record on petition form
- Signed petitions from all property owners requesting formation of maintenance district for long term maintenance
- \$67.00 application processing fee

WE ARE deserving of the road improvement due to the following:

1. EACH of the residence on our street have been notified for the PAST 3 years by the US POSTAL SERVICE, FEDX and UPS that they would be unable to make deliveries to our homes w/o repairs being made.
2. our Repairs average several thousand per year.
3. our street location is only 1/2 block from Clinton Keith road and the new shopping centers
4. A paved road would insure access for Police, ambulance, Fire and other emergency Vehicles.

9/8/10 - EBBERT will pay ASIMM. For North Ranch III Since they did not sign



# PROGRAM PETITION FORM

## CITY OF WILDOMAR

### 3. Resident Support

Signatures from property owners in support of the Unpaved Roadway Enhancement Program are required.

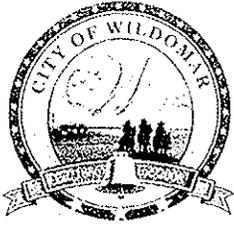
Signatories must be legal residents 18 years and older living on the requested street

We, the undersigned residents of WINDSONG LANE (street) between Clinton Court St (street) and Alta Vista (street), do hereby request

the City of Wildomar to pave our street. By signing below, we understand that we are dedicating the street right-of-way to the City. We understand, upon approval of this petition, the City of Wildomar will be responsible for providing the initial paving costs, and we will enter into a maintenance district to provide long term funding for maintenance of the petitioned street segment. We understand that improvements to the petitioned street under the program will be to provide an approximate 5-8 year life pavement surface. We also understand that submission of this petition does not guarantee this street segment will be paved and/or included within the program, only that this petition is a means of placing this street segment in competition with other segments similarly petitioned, for the limited funding available for this program.

Signature	Printed Name	Address	Phone Number	Email Address
<i>John R. Ebbert</i>	John R. EBBERT	32175 WINDSONG	6784931	ebbert1@msn.com
<i>Steven Greenbaum</i>	STEVEN GREENBAUM	32201 WINDSONG LANE	678-7755	stevengreenbaum@hoi.net
<i>Michael Craig</i>	Michael Craig	32380 WINDSONG LN	678-3859	scpl6@aol.com
<i>Rolund Schner</i>	Rolund Schner	32151 Wind Song Lane	951 678 5477	
<i>[Signature]</i>				
6.				
7.				
8.				
9.				
10.				

*only residents that live on road*



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UNPAVED ROADWAY ENHANCEMENT  
PART 3

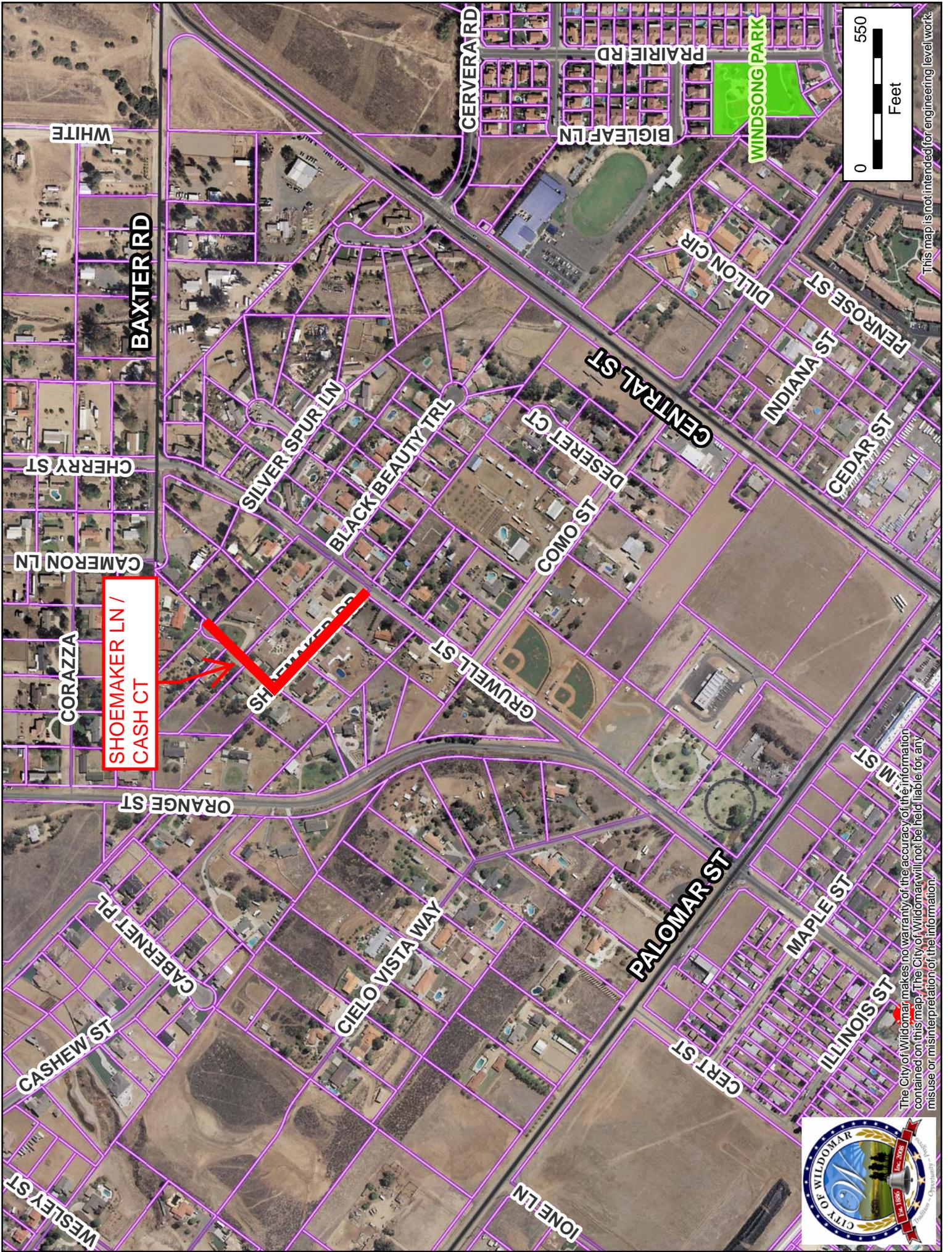
(NOT YET AVAILABLE)

Petition to form maintenance district and agreement to allow assessment of property for long term maintenance of street segment

(To be individually signed by all property owners)

# **ATTACHMENT 4**





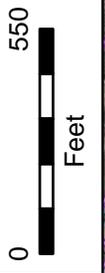
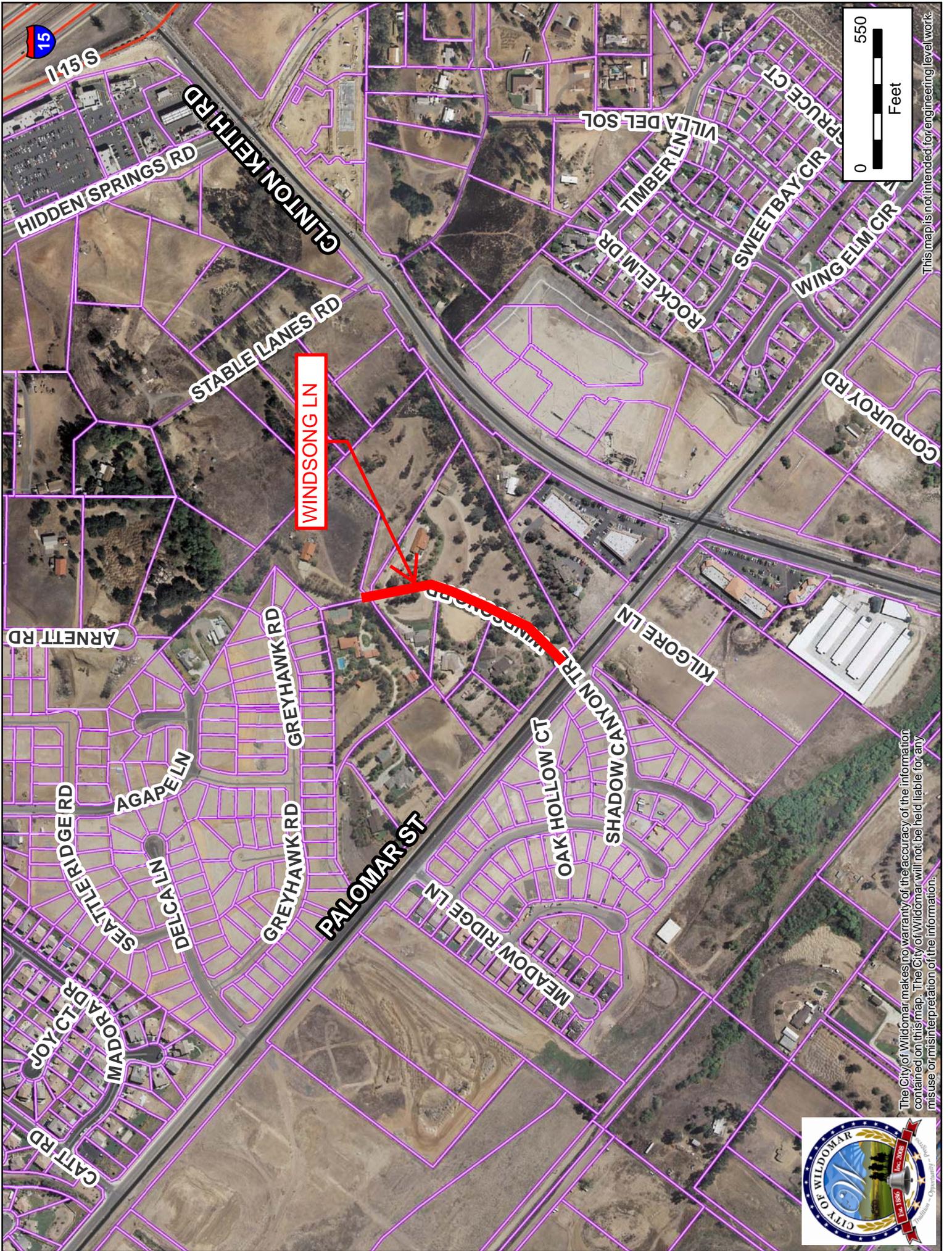
SHOEMAKER LN /  
CASH CT



This map is not intended for engineering level work.

The City of Wildomar makes no warranty of the accuracy of the information contained on this map. The City of Wildomar will not be held liable for any misuse or misinterpretation of the information.





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# **ATTACHMENT 5**



**2011/2012 UNPAVED ROADWAY ENHANCEMENT PROGRAM RANKING**  
**CIP 0013**

Street	Segment	Petition (25%)		Right of Way (25%)		Connectivity (25%)		Zoning (25%)		Total		Rank
		Raw Score (1-5)	Weighted Score	Raw Score (1-5)	Weighted Score	Raw Score (1-5)	Weighted Score	Raw Score (1-5)	Weighted Score	Raw Score	Weighted Score	
Valencia Street	S. of Lemon	5	1.25	4	1	3	0.75	5	1.25	17	4.25	1
Shoemaker Drive / Cash Lane	W. of Gruwell	5	1.25	3	0.75	3	0.75	5	1.25	16	4	2
Windsong Lane	N. of Palomar	1	0.25	4	1	3	0.75	5	1.25	13	3.25	3

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.4**  
**GENERAL BUSINESS**  
**Meeting Date: May 11, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Frank Oviedo, City Manager  
**SUBJECT:** City Council Summer Hiatus

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council consider not holding its regularly scheduled meeting for one meeting in August on a permanent and ongoing basis commonly known as going “dark”.

**DISCUSSION:**

Every year toward the end of summer Council considers going dark for one meeting in August. Staff has determined it would be much simpler to ask before summer begins and recommend that the Council make it a permanent change to their regular Council calendar. This would not preclude the City Council from having a special meeting if the need arose. This would simply allow for a more predictable break.

The practice of going dark is not uncommon. It varies from city to city around the State. The reasons vary as well. Since meetings are held year round staff works on two week cycles, preparing for one Council meeting after another. A small break often times allows staff to catch up on projects without the interruption of preparing for Council meetings. As with most cities right now staffing levels remain low but the demand for fulfilling Council's, residents, and the business communities request remain high.

This arrangement also allows for a predictable month for Council and staff to take time off knowing that they are not going to miss a Council meeting. Additionally this is traditionally a time that many families take vacations before their children go back to school in the fall. This would provide a natural summer break before school resumes for everyone in the City.

Going dark at some point in the summer is a decision entirely up to the City Council. In other words, it is a Council policy that can be based on reasons other than those stated above. Attached to the report is a small sampling of cities that go dark at some point during the calendar year. In the event Council determines this would be a permanent policy staff would come back to the City Council with an amendment to the ordinance establishing regular meetings.

**FISCAL IMPACT:**

Cost savings are estimated at \$2,000.00 per meeting.

Submitted and Approved by:

---

Frank Oviedo  
City Manager

**ATTACHMENTS:**

List of cities that go dark.

<b>CITY</b>	<b>GO DARK</b>	<b>ADDITIONAL COMMENTS</b>
Berkeley	Yes - Mid-July to Mid-September	
Burlingame	Yes - First meeting in July; First meeting in August	
Concord	Yes - Month of August	Not permanent but is typical
Costa Mesa	Yes - Second meeting December	Permanent
Diamond Bar	Yes - First meeting July; First meeting in September	Not permanent but is typical
Dublin	First Meeting in July; First Meeting in August	
Downey	No	
Fresno	Yes - First meeting in July, August, September	Have done for over 30 years
Garden Grove	Mayor's Preference	Meet annually to decide which meetings to go dark
Lafayette	Yes - First meeting in August	
Laguna Hills	Yes - Second meeting in July; First mtg in August	
Lake Elsinore	No	
Lakeport	No	
Manhattan Beach	Yes - Second meeting in August	Since 2007
Martinez	Yes - Month of August	Have done for over 28 years
Menifee	Yes - First Meeting in July; Second Meeting in December	Proposed only at this point
Monrovia	Yes - August	
Mountain View	Yes - Months of July and August	
Murrieta	No	
Palos Verdes Estates	Yes - Month of August; Second meeting in December	Permanent
Perris	Yes - Second meeting in July; First mtg in August.; First meeting in Sept.	
Pico Rivera	Yes - Second meeting in August	
Reedley	Yes - Once in July or August; Once in December	
Richmond	Yes - Month of August	
San Jacinto	Yes - Once in July and once in August	
San Leandro	Yes - Month of August	Not permanent but is typical
San Luis Obispo	Yes - Once in summer; Once in December	
Santa Monica	Yes - Second meeting in August; Second meeting in December	

Saratoga	Yes - Second meeting in July; First meeting in August	
Sunnyvale	Yes - One meeting in summer	
Temecula	No	
Thousand Oaks	Yes - August	
Vista	Yes - Either the month of July or August	Usually July
Westlake Village	Yes - August	