

**CITY OF WILDOMAR CITY COUNCIL**  
**Agenda Item #1.2**  
**CONSENT CALENDAR**  
**Meeting Date: December 22, 2010**

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

**STAFF REPORT**

**RECOMMENDATION:**

That the City Council approve the following:

1. Warrant Register dated December 9, 2010, in the amount of \$267,187.68;
2. Warrant Register dated December 16, 2010, in the amount of \$39,416.05; and
3. Payroll Register dated December 10, 2010 in the amount of \$16,861.71.

**BACKGROUND:**

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 IMPACTS:**

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

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200159	12/9/2010	000008 AT&T MOBILITY	838858181X11282010		COUNCIL PHONES 10/21-11/20/10	500.76
					<b>Total :</b>	<b>500.76</b>
200160	12/9/2010	000193 CARROT-TOP INDUSTRIES, INC.	CI1049368		FLAGS FOR CITY HALL	359.56
					<b>Total :</b>	<b>359.56</b>
200161	12/9/2010	000047 COUNTY OF RIVERSIDE, SHERIFF'S DEI SH0000015442			CONTRACT LAW ENF 9/23-10/20/10	257,900.21
					<b>Total :</b>	<b>257,900.21</b>
200162	12/9/2010	000041 CTAI PACIFIC GREENSCAPE	19287 19299 19309		MAINTENANCE NOV2010 CSA 103 MAINTENANCE NOV2010 WINDSONG PARK MAINT/ REPAIR I	3,800.00 460.00 115.56
					<b>Total :</b>	<b>4,375.56</b>
200163	12/9/2010	000022 EDISON	12-02-10		CSA-103 ELECT SRVCS 11/1-12/1/10	34.39
					<b>Total :</b>	<b>34.39</b>
200164	12/9/2010	000012 ELSINORE VALLEY MUNICIPAL, WATER	4705558 4705559 4705560 4705561 4705562 4705563		WINDSONG WTR SRVCS 10/14-11/ HERITAGE WATER SRVCS 10/14-11 MARNA WATER SRVCS 10/14-11/18 MARNA WATER SRVCS 10/14-11/18 CSA 103 WATER SRVCS 10/15-11/11 CSA 103 WATER SRVCS 10/15-11/11	93.41 387.12 88.94 710.65 172.46 220.54
					<b>Total :</b>	<b>1,673.12</b>
200165	12/9/2010	000194 HDL COREN AND CONE	0016515-IN		CAFR-SRVCS-FY09/10 STAT REPOF	890.00
					<b>Total :</b>	<b>890.00</b>
200166	12/9/2010	000079 LAN WAN ENTERPRISE	38917		MAINT CONTRACT DEC2010	450.00
					<b>Total :</b>	<b>450.00</b>
200167	12/9/2010	000049 NORTH COUNTY TIMES	2276202		PUB HEAR NTCE- CITYWIDE PLAN	86.08
					<b>Total :</b>	<b>86.08</b>
200168	12/9/2010	000195 TIMELESS PORTRAITS PHOTOGRAPHY, 20091050	20091051		CTY STAFF EXEC PORTRAITS 10/21/10 CTY STAFF EXEC PORTRAITS 11/8/10	459.00 459.00

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>
200168	12/9/2010	000195	000195 TIMELESS PORTRAITS PHOTOGRAI	(Continued)		<b>Total : 918.00</b>
10 Vouchers for bank code : wf						<b>Bank total : 267,187.68</b>
10 Vouchers in this report						<b>Total vouchers : 267,187.68</b>

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200169	12/16/2010	000032 A BETTER PARTY, INC.	101049-1		MOVIES IN PARK RENTALS 7/26/10	708.20
					<b>Total :</b>	<b>708.20</b>
200170	12/16/2010	000011 CR&R INC.	0247410		DUMP/DISPOSAL SUPPLIES/ FEE 1	264.09
					<b>Total :</b>	<b>264.09</b>
200171	12/16/2010	000196 ECKBURG, BILL	12-13-10		SAVE OUR PARKS DVD FOR MAYO	250.00
					<b>Total :</b>	<b>250.00</b>
200172	12/16/2010	000022 EDISON	12-08-10A 12-08-10B 12-08-10C 12-09-10		CSA22 ELECT 10/1-11/1/10 CSA103 ELECT 10/1-11/1/10 CITY LAMPS ELECT 10/-11/1/10 CSA142 ELECT 7/1-11/1/10	3,021.90 21,699.98 378.88 6,748.11
					<b>Total :</b>	<b>31,848.87</b>
200173	12/16/2010	000197 GOVERNMENT FINANCE OFFICERS, AS	12-16-10		APP FEE-CERTIFICATE OF ACHEIV	435.00
					<b>Total :</b>	<b>435.00</b>
200174	12/16/2010	000016 INNOVATIVE DOCUMENT SOLUTIONS	97420		COPIER SRVCS/MAINT/INK 11/1-11/	662.78
					<b>Total :</b>	<b>662.78</b>
200175	12/16/2010	000083 LANCE, SOLL & LUNGHARD LLP	12787		2010 ENGAGEMENT-FINAL	953.00
					<b>Total :</b>	<b>953.00</b>
200176	12/16/2010	000049 NORTH COUNTY TIMES	2276283 2276285 2277488		PUB HEAR NTCE-MINI STRGE ORD PUB HEARING NTCE-BLDG CODES PUB HEAR NTCE- 12/3/10 (10-0222)	130.92 171.04 116.76
					<b>Total :</b>	<b>418.72</b>
200177	12/16/2010	000053 REPUBLIC ITS	1010397 1010398		TRAFFIC SIGN RESPONSE. OCT20 TRAFFIC SIGN MAINT. OCT2010	1,407.40 1,835.00
					<b>Total :</b>	<b>3,242.40</b>
200178	12/16/2010	000020 VERIZON	12-01-10 12-01-10A		PHONE CHRGS 12/1-12/31/10 OFFICE PHONE CHRGS 12/1-12/31/	34.96 598.03
					<b>Total :</b>	<b>632.99</b>

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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>
10		Vouchers for bank code : wf			Bank total :	39,416.05
10		Vouchers in this report			Total vouchers :	39,416.05

City of Wildomar  
Payroll Warrant Register  
December 10, 2010

<u>ACH Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/2/2010	Payroll People	11/20-12/03/10 staff	16,861.71
		TOTAL	16,861.71

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.3**  
**CONSENT CALENDAR**  
**Meeting Date: December 22, 2010**

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**TO:** Mayor and City Council  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Treasurer's Report, November 2010

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the Treasurer's Reports.

**BACKGROUND/DISCUSSION:**

Attached is the Treasurer's Report for Cash and Investments for the month of November 2010.

**FISCAL IMPACTS:**

None at this time.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Treasurer's Report

CITY OF WILDOMAR  
 TREASURER'S REPORT FOR  
 CASH AND INVESTMENT PORTFOLIO  
November 2010

CITY CASH

<u>FUND</u>	<u>ACCOUNT</u>	<u>INSTITUTION</u>	<u>BALANCE</u>	<u>RATE</u>
All	All	WELLS FARGO	\$ <u>2,365,924.25</u>	0.00%
		TOTAL	\$ <u>2,365,924.25</u>	

<u>FUND</u>	<u>ACCOUNT</u>	<u>INSTITUTION</u>	<u>BEGINNING BALANCE</u>	<u>+ DEPOSITS</u>	<u>(-) WITHDRAWALS</u>	<u>ENDING BALANCE</u>	<u>RATE</u>
All	All	WELLS FARGO	\$ <u>2,992,344.01</u>	\$ <u>485,796.07</u>	\$ <u>(1,112,215.83)</u>	\$ <u>2,365,924.25</u>	0.000%
		TOTAL	\$ <u>2,992,344.01</u>	\$ <u>485,796.07</u>	\$ <u>(1,112,215.83)</u>	\$ <u>2,365,924.25</u>	

CITY INVESTMENT

<u>FUND</u>	<u>ISSUER</u>	<u>BOOK VALUE</u>	<u>FACE VALUE</u>	<u>MARKET VALUE</u>	<u>PERCENT OF PORTFOLIO</u>	<u>DAYS TO MAT.</u>	<u>STATED RATE</u>
All	LOCAL AGENCY INVESTMENT FUND	\$ <u>1,526,306.96</u>	\$ <u>1,526,306.96</u>	\$ <u>1,526,306.96</u>	<u>100.00%</u>	0	0.454%
	TOTAL	\$ <u>1,526,306.96</u>	\$ <u>1,526,306.96</u>	\$ <u>1,526,306.96</u>	<u>100.00%</u>		

**CITY - TOTAL CASH AND INVESTMENT**      \$ 3,892,231.21

CITY INVESTMENT

<u>FUND</u>	<u>ISSUER</u>	<u>BEGINNING BALANCE</u>	<u>+ DEPOSITS/ PURCHASES</u>	<u>(-) WITHDRAWALS/ SALES/ MATURITIES</u>	<u>ENDING BALANCE</u>	<u>STATED RATE</u>
All	LOCAL AGENCY INVESTMENT FUNDS	\$ <u>1,526,306.96</u>	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>1,526,306.96</u>	0.454%
	TOTAL	\$ <u>1,526,306.96</u>	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>1,526,306.96</u>	

In compliance with the California Code Section 53646, as the Director of Finance/ City Treasurer of the City of Wildomar, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's expenditure requirements for the next six months and that all investments are in compliance to the City's Statement of Investment Policy.

I also certify that this report reflects all Government Agency pooled investments and all City's bank balances.

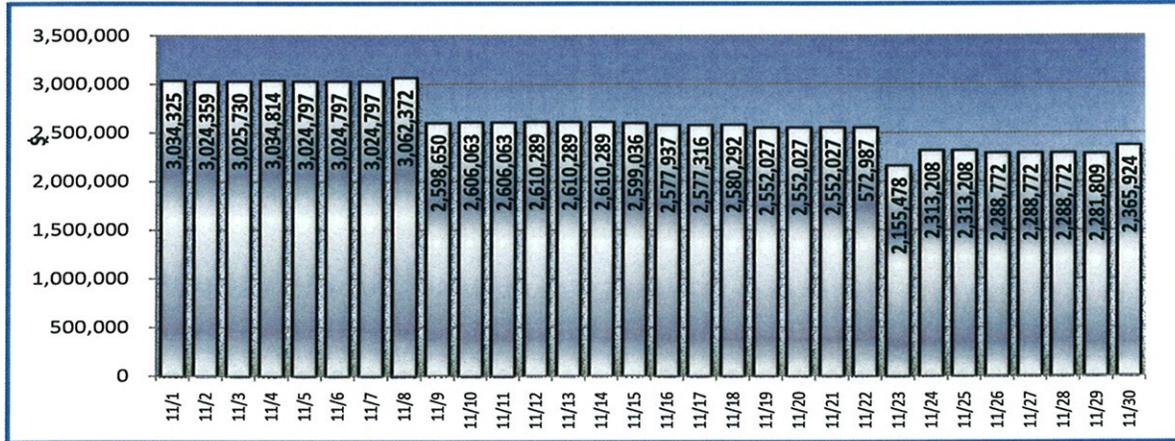
\_\_\_\_\_  
 Gary Nordquist  
 ACM Finance & Administration /  
 City Treasurer

\_\_\_\_\_  
 Date



# November 2010

**Daily Cash Balance**  
**All Funds Checking Only**  
**Pool Report Balance**



## November 2010

2008-2009	Ending Balance	Monthly Net Activity
July	\$ 20,855	\$ 20,855
August	2,297,920	2,277,065
September	2,402,083	104,163
October	2,340,436	(61,647)
November	2,203,169	(137,267)
December	747,664	(1,455,505)
January	826,502	78,838
February	733,251	(93,251)
March	571,857	(161,394)
April	644,285	72,428
May	687,746	43,461
June	1,266,750	579,004
July	2,027,072	760,322
August	4,745,827	2,718,755
September	4,201,825	(544,002)
October	3,674,234	(527,592)
November	3,098,110	(576,124)
December	2,963,884	(710,350)
January	2,801,810	(296,300)
February	2,919,794	117,984
March	2,397,718	(522,076)
April	3,239,669	841,951
May	3,200,801	(38,868)
June	3,159,501	(41,300)
July	3,008,802	(150,699)
August	3,860,503	851,700
September	3,069,412	(791,091)
October	2,992,344	(77,068)
November	2,365,924	(626,420)

Date	Ending Balance In Whole \$	Net Change from Prior Day
11/1	3,034,325	-
11/2	3,024,359	(9,965)
11/3	3,025,730	1,371
11/4	3,034,814	9,083
11/5	3,024,797	(10,017)
11/6	3,024,797	-
11/7	3,024,797	-
11/8	3,062,372	37,575
11/9	2,598,650	(463,722)
11/10	2,606,063	7,413
11/11	2,606,063	-
11/12	2,610,289	4,226
11/13	2,610,289	-
11/14	2,610,289	-
11/15	2,599,036	(11,253)
11/16	2,577,937	(21,099)
11/17	2,577,316	(621)
11/18	2,580,292	2,977
11/19	2,552,027	(28,266)
11/20	2,552,027	-
11/21	2,552,027	-
11/22	2,547,972	(4,054)
11/23	2,155,478	(392,495)
11/24	2,313,208	157,731
11/25	2,313,208	-
11/26	2,288,772	(24,436)
11/27	2,288,772	-
11/28	2,288,772	-
11/29	2,281,809	(6,963)
11/30	2,365,924	84,115

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.4**  
**CONSENT CALENDAR**  
**Meeting Date: December 22, 2010**

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**TO:** Mayor and Members of the City Council  
**FROM:** Debbie A. Lee, City Clerk  
**SUBJECT:** Proclamation Rescinding the Open Burn Ban

**STAFF REPORT**

**RECOMMENDATION:**

That the City Council adopt a Proclamation rescinding the Open Burn Ban Proclamation implemented on July 15, 2010.

**DISCUSSION:**

Battalion Chief Steve Beach has advised that Chief Hawkins has rescinded the open burn ban implemented earlier in the year, and which was subsequently implemented by the City of Wildomar on July 15, 2010.

The County of Riverside routinely issues proclamations during high fire risk seasons and then rescinds the proclamations at the end of said seasons. It is appropriate for the City to rescind the proclamation at this time.

Submitted by:

Approved by:

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Debbie A. Lee, CMC  
City Clerk

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Proclamation Rescinding Open Burn Ban

**A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF  
WILDOMAR, CALIFORNIA, RESCINDING THE SUSPENSION OF  
ISSUANCE OF OPEN BURNING PERMITS AND OTHER USES OF  
OPEN FIRE**

The suspension of the issuance of open burning permits and other uses of open fire that was issued by Proclamation on July 15, 2010, by the City Council of the City of Wildomar, California, is hereby rescinded. This shall become effective on December 22, 2010.

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Bridgette Moore  
Mayor

APPROVED AS TO FORM:

ATTEST:

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Julie Hayward Biggs  
City Attorney

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Debbie A. Lee, CMC  
City Clerk



# NEWS RELEASE

## CAL FIRE / RIVERSIDE COUNTY FIRE DEPARTMENT

John R. Hawkins, Fire Chief  
(951) 940-6900  
[www.rvcfire.org](http://www.rvcfire.org)

**Contact:** Mike Smith  
Fire Captain  
(951) 940-6985

**Release Date:** November 29, 2010

### **CAL FIRE/Riverside County Fire Department Transitions to Winter-Preparedness Staffing**

Effective Monday, November 29, 2010, CAL FIRE/Riverside County Fire Chief John R. Hawkins has rescinded the closure restricting public access of the seven hazardous fire areas cited under Riverside County Ordinance 787.4. The following areas will be re-opened to the public:

- Avery Canyon (Gibbel Road east of State Street in Hemet)
- North Mountain and Indian Canyon (San Jacinto area)
- Whitewater Canyon (east of Cabazon and north of Palm Springs)
- Nuevo/Lakeview (east of Menifee Road and San Jacinto Avenue)
- Minto (Sage)
- Reinhardt Canyon (north of Hwy 74 and California Avenue in Hemet)
- Ramona Bowl and Bautista Canyon (southeast Hemet)

In addition to re-opening these hazardous fire areas, Chief Hawkins has also terminated the Proclamation suspending burning permits and other uses of open fire in local and state responsibility lands in Riverside County.

Also effective on November 29, 2010, CAL FIRE/Riverside County Fire Department will transition to "Winter-Preparedness" staffing. Augmented air and ground firefighting resources during "Summer-Preparedness" staffing, or "peak" fire season, will transition to minimum staffing levels during the winter months. CAL FIRE stations within the Riverside County Fire Department service area where two engines are staffed during "Summer Preparedness" will be reduced to one engine. These stations include:

- Station 1 – Perris
- Station 10 – Lake Elsinore
- Station 20 – Beaumont
- Station 28 – Sage
- Station 29 – Anza



# NEWS RELEASE

## **CAL FIRE / RIVERSIDE COUNTY FIRE DEPARTMENT**

**John R. Hawkins, Fire Chief**

**(951) 940-6900**

**[www.rvcfire.org](http://www.rvcfire.org)**

Fixed-wing aircraft at CAL FIRE's Ryan Air Attack Base in Hemet will be off-contract on November 30, 2010, however, one water-dropping helicopter and one bulldozer will be covered 24/7.

CAL FIRE "State" station and aircraft staffing levels are typically augmented each summer. Careful and constant evaluation of predicted weather, fuel moisture and potential fire conditions dictates the annual transition from "Summer" to "Winter Preparedness" staffing.

CAL FIRE/Riverside County Fire Department would like to stress the importance of "hardening your home" in preparation of the 2011 and future fire seasons. Are *you* prepared? Visit our website at [www.rvcfire.org](http://www.rvcfire.org) or the CAL FIRE website at [www.fire.ca.gov](http://www.fire.ca.gov) to learn more about "Ready, Set, GO!" This interactive, user-friendly application takes you on a guided fire safety tour that includes simple steps to prepare your family, home and property against potentially devastating wildfires.

###

**A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, SUSPENDING THE ISSUANCE OF OPEN BURNING PERMITS AND  
OTHER USES OF OPEN FIRE**

Due to the extreme menace of destruction by fire to life, improved property or natural resources caused by critical fire weather and acute dryness of vegetation; and/or fire suppression sources being heavily committed to control fires; and, under the authority provided in Section 307 of the 2007 California Fire Code, adopted by reference in Chapter 8.32 of the Wildomar Municipal Code, the City of Wildomar hereby suspends the privileges of burning by permit and other uses of open fire within the City.

In addition to suspension of open burning, the following restrictions also are hereby applied within the City of Wildomar:

1. Use of campfires is restricted to within established campfire facilities located in established campgrounds open to the public.
2. Cooking fires with a valid permit are permissive when no alternate means of cooking is available and requires an on-site inspection prior to the issuance of a permit.
3. Warming fires are permissive and require an on-site inspection prior to the issuance of a permit when weather conditions exist to justify the request.

This order shall become effective at 1200 hours on July 15, 2010, and remain in effect until the proclamation is formally terminated.

*Be Moore*

\_\_\_\_\_  
Bridgette Moore, Mayor

APPROVED AS TO FORM:

ATTEST:

*Julie Hayward Biggs*  
\_\_\_\_\_  
Julie Hayward Biggs  
City Attorney

*Debbie A. Lee*  
\_\_\_\_\_  
Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #2.1**  
**PUBLIC HEARING**  
**Meeting Date: December 22, 2010**

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**TO:** Mayor and City Council  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Vehicle Impound Administrative Fee

**STAFF REPORT**

**RECOMMENDATION:**

That the City Council introduce an Ordinance entitled:

ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE OF THE CITY OF WILDOMAR, CALIFORNIA, ADDING CHAPTER  
12.56 TO TITLE 12 (“VEHICLES AND TRAFFIC”) OF THE WILDOMAR MUNICIPAL  
CODE, ESTABLISHING A VEHICLE IMPOUND ADMINISTRATIVE FEE

**BACKGROUND / ANALYSIS:**

Vehicle Code Section 22850.5 authorized cities to establish procedures for the release of properly impounded vehicles, and to impose a charge “equal to its administrative costs relating to the removal, impound, storage, or release of the vehicles.” This ordinance requires the Police Department to charge such a fee to the owner of a vehicle impounded pursuant to Sections 14602.6, 22651(h), 22651(o), 22651(p), or 22655.5 of the California Vehicle Code. The Police Chief shall propose the fees to be levied and the City Council will approve the fee schedule. On November 2, 2010, the voters passed Proposition 26, which broadened the definition of taxes to include any levy, charge, or exaction of any kind imposed by a local government. However, charges "imposed for a specific government service or product provided directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product" are not taxes. Regulatory fees, or fees that are charged on particular activities that are used to fund education, safety and other types of programs and activities, are now considered taxes.

**FISCAL IMPACTS:**

This ordinance will result in a net increase in City revenues to cover the actual costs necessary to administer the impounding of vehicles by the Police Department. Should the City participate in the impounding of 10 vehicles per month, this fee would recover

approximately \$18,000.00 of City administrative costs. A cost analysis of the services provided and comparison to surrounding city fees is provided as attachment A.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

# Attachment

# A

Cost Analysis  
of  
**Vehicle Impound  
Administrative Services**

# Cost of Services Analysis

Attachment  
"A"



Service Description	Fund	Program	Account	Agency/Department/	Date
Vehicle Impound Administrative Fee	100	TBD	TBD	Police	11/30/2010

## Description of Service, Demand, Subsidy and Other Comments:

The represents the estimated average cost of services provided by the Police staff and City staff engaged in completing the process of towing or impounding a vehicle, completing required documentation, reports and paperwork, sending out legally required storage notices, completing data entries and the cost of clerical support staff to process documentation, collect fees and process monies received. The cost recovery would only apply to qualifying tows (stolen and embezzled vehicle victims are exempt).

## Personnel Costs

Position	Rates				Hours by Position Per Unit	Total Labor Cost per Unit of Service
	Hourly Rate	Paid Benefit Rate	Department Rate	Total Burdened Labor Cost / Hr.		
City Staff	\$45.00			\$45.00	0.20	\$9.00
Patrol Deputy				\$128.07	1.00	\$128.07
Total Burdened Personnel Costs per Unit of Service						\$137.07

## Material & Rental Costs

Description	Cost Each	Quantity Required	Unit Cost
Total Material & Rental Costs per Unit of Service			

## Other Costs (Equipment, Building Usage, Part-time Labor w/o Benefits)

Description	Cost Each	Quantity Required	Unit Cost
Vehicle Cost (mileage)	\$0.92	2	\$1.84
Total Other Costs per Unit of Service			1.84

## Fee Comparison Data

Jurisdiction	Fee per Hour	More or (Less) than Wildomar's Fee per Unit of Service	
		Dollars	Percentage
City of Wildomar	\$150.00		
City of Canyon Lake	\$150.00	\$ -	
City of Lake Elsinore	\$125.00	\$ (25.00)	
Moreno Valley	\$120.00	\$ (30.00)	
City of Perris	\$150.00	\$ -	
City of Temecula	\$116.00	\$ (34.00)	

Total Service Direct Costs	\$138.91
City-Wide General & Administrative* Rate @ 15.00%	\$20.84
<b>Total Service Cost / Unit</b>	<b>\$159.75</b>
<b>Recommended Fee</b>	<b>\$150.00</b>
Recommended fee Subsidy	\$9.75
Current Fee Amount	0
Fee Increase/(Decrease)	\$150.00
Annual Usage (Number of Tows)	120
Projected Annual Revenue Impact	\$18,000.00

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

**AN ORDINANCE OF THE CITY OF WILDOMAR, CALIFORNIA,  
ADDING CHAPTER 12.56 TO TITLE 12 (“VEHICLES AND TRAFFIC”)  
OF THE WILDOMAR MUNICIPAL CODE, ESTABLISHING A VEHICLE  
IMPOUND ADMINISTRATIVE FEE TRAFFIC OFFENDER FUND**

**THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ORDAINS  
AS FOLLOWS:**

**SECTION 1:** That new Chapter 12.56 be, and the same is hereby, added to Title 12 of the Wildomar Municipal Code to read as follows:

**Chapter 12.56**

**Sections:**

- 12.56.010 Purpose and intent
- 12.56.020 Definitions
- 12.56.030 Establishment of Fund
- 12.56.040 Expenditure of Monies
- 12.56.050 030 Establishment of Administrative Fee
- 12.56.060 Accumulation of Monies in Fund
- 12.56.070 040 040 Waiver of Administrative Fee

**12.56.010 Purpose and intent.**

It is the intent of this chapter and any subsequent amendments thereto to prescribe the operation of a Traffic Offender Fund by the City of Wildomar and Wildomar Police Department establish an administrative fee for impoundment of motor vehicles.

**12.56.020 Definitions.**

For purposes of this chapter, the following terms, phrases, words, and derivations shall have the meaning given in this section:

"Chief" means the Chief of Police of the Police Department of the City of Wildomar.

"City" means the City of Wildomar.

"City Manager" means the City Manager of the City of Wildomar.

"Police Department" means the Police Department of the City of Wildomar.

"TOF" shall mean the Traffic Offender Fund.

**12.56.030 Establishment of Fund.** There is hereby established a special fund for the purposes of receiving and expending Administrative Fees collected pursuant to this Chapter 12.56. This special fund shall be known and designated as the "Traffic Offender Fund."

**12.56.040 Expenditure of Monies.** The appropriation of all monies in the Traffic Offender Fund shall be made exclusively for the purposes of traffic safety programs within the City and shall be administered by the Police Department. Expenditures shall include, but not be limited to, purchase of equipment, contractual services, material and supplies, or any other expenditure related to traffic safety and the enforcement of traffic laws within' the City by the Police Department.

**12.56.050 Accumulation of Monies in the Fund.** The balance remaining in the Traffic Offender Fund at the close of any fiscal year shall be deemed to have been provided for a specific, purpose and shall be carried forward and accumulated in the fund for the purposes set forth herein.

**12.56.060 030 Establishment of Administrative Fee.**

A. A fee to reimburse the City for costs incurred in removing, impounding, storing, and releasing vehicles shall be charged by the Wildomar Police Department to the owner of a vehicle so removed, impounded, stored, or released pursuant to Sections 14602.6, 22651(h), 22651(o), 22651(p), or 22655.5 of the California Vehicle Code. These charges (the "impound fee") shall be in accordance with and by the authority of Section 22850.5 of the California Vehicle Code.

B. The Chief shall propose the fee authorized by this Section and such fee shall be known as the TOF Fee. The TOF FeesThe Chief shall provide documentation of the costs on which the impound fee is based and the impound fee shall not go into effect until approved by resolution by the City Council. The TOF Feeimpound fee shall not exceed an amount that covers the actual administrative costs incurred by the City relating to the removal, impoundment, storage, and release of the vehicle.

C The Chief, with the approval of the City Council, is hereby authorized to adopt such rules, regulations, and procedures as are necessary for the release of properly impounded vehicles and for the Police Department to impose, collect, and administer the TOF Feeimpound fee by this section.

**12.56.070 040 Reimbursement for Tow on Vehicles.Waiver of Administrative Fee.**

The Police Department may waive the TOF Feeimpound fee due to extenuating circumstances. It is not the intention of the City nor the Police Department to penalize victims. Circumstances under which the administrative fee may be waived include:

1. The vehicle was towed and stored without authorization by any of the several provisions of the California Vehicle Code;
2. The vehicle was towed or stored as a recovered stolen vehicle.

**SECTION 2: Severability.**

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional, without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

**SECTION 3: Effective Date.**

This ordinance shall take effect thirty (30) days after its passage by the City Council.

**SECTION 4: Publication.**

The City Clerk shall cause this ordinance to be published or posted in accordance with Government Code section 36933.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2012.1.

\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Julie Hayward Biggs  
City Attorney

\_\_\_\_\_  
Debbie A. Lee, CMC  
City Clerk

**CITY OF WILDOMAR – COUNCIL**  
**Agenda Item #3.1**  
**GENERAL BUSINESS**  
**Meeting Date: December 22, 2010**

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**TO:** Mayor and City Council  
**FROM:** Frank Oviedo, City Manager  
**SUBJECT:** Save Our Parks Update

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council:

1. Receive Update Report; and
2. Review and Approve the Recommended Save our Parks logo.

**DISCUSSION:**

Blue Ribbon Subcommittees/Chairs:

**Blue Ribbon Logo:** Chair John Lloyd

**Education:** Co-chairs, Irene Gallegos, Tracy Lobo, and George Taylor

**Sponsorship:** Henry Silvestre

**Utilities:** Co Chairs, Susan Lane and John Lloyd

**Cost Cutting and Park Closures:** Gary Nordquist and Paula Willette

At the December 14, 2010 Blue Ribbon Committee meeting, Paul Thompson from Webb and Associates joined us to get direction from the committee on what should be included in the assessment as well as additional information.

1. The following is a list of recommendations/considerations from the committee:
  - a. Retain the former fee schedule of \$28.00 & \$45.00 per equivalent dwelling unit (edu)/parcel and consider an a type of annual cost of living adjustment for cost growth.
  - b. Include all parcels in the City.
  - c. Provide for Senior Citizen assessment exemptions at age 55.
    - i. An exemption letter would be submitted by the resident each year during March.

- ii. The first two (2) years the City would give a grace period to those who missed the March filing period for exemption.
- iii. The senior citizen seeking exemption would have to be the property owner of record and reside in the home.
- d. Trails would not be included in the assessment at this time due to the trails program not being developed and the costs being undefined.
- e. A Council Resolution for an assessment would have to be filed by March 11, 2011, thus staff will be bringing this item to City Council for consideration at the February 23, 2011 meeting or sooner.
- f. Webb & Associates will work on the wording for the ballot, with staff/city attorney. The ballot information must be 75 words or less.
- g. Staff is preparing the projected costs for servicing the new district.

### **This is the time for the Community Input**

- 2. After much discussion, a Save our Parks logo was selected for Council's review.
- 3. The next Blue Ribbon Committee meeting is scheduled for January 11, 2011.

### ***Fund Raising Efforts: \$9,392.72***

Since, the last SOP Report to City Council the following events have occurred:

- Bracelets inscribed with "Save Our Parks" are available at City Hall for a donation of \$3.00 for one bracelet or 4 bracelets for \$10.00 continue to sell.

Upcoming events are:

- December 18 Breakfast with Santa, Kailee will be selling hot chocolate and resident Kat Ellis will be taking pictures with Santa with all proceeds being donated to SOP.
- December 18 Salon Silque in Lake Elsinore is doing a cut a thon from noon-3pm. Salon Silque is located at 29997 Canyon Hills Rd, Lake Elsinore off of Railroad Canyon.
- Henry Silvestre is selling VIP tickets for the New Year's Eve party on December 31 in conjunction with a professional BBQ event. Reservations and tickets are available for \$100 of which \$70 will be donated to SOP.

- Wildomar Rotary & City Hall are taking reservations for family bowling and a poker tournament to be held at Brunswick Bowl in Murrieta on the evening of February 5. All proceeds will be donated to SOP.
- The Wildomar Community Council (WCC) is planning a Bingo Night at the Elks Lodge on January 23, 12-4pm. The monies collected at this event will be used by the WCC for educating the public regarding the assessment.

Additional updates, not ready at the time of this reports release, will also be presented by Staff at the City Council meeting.

Submitted and Approved by:

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

- (A) Blue Ribbon Committee Meeting Agenda for December 14, 2010
- (B) Save Our Parks - Logo - Blue Ribbon Committee Recommendation

# Attachment "A"

City of Wildomar  
**Save Our Parks**  
Blue Ribbon Committee  
Meeting No. 6      December 14, 2010

## Agenda

1. Opening Remarks... John Lloyd Chairperson
2. Minutes Review Approval
3. Funding and Event Updates.... Paula Willette
  - a. \$9,261.72
  - b. Calendar of events
    - i. New Year's Eve – Henry Selvestre – Site update
    - ii. Bingo Night – Wildomar Community Council – Elks Lodge - January 23, 12pm
    - iii. Bowling – Rotary – Brunswick Bowl, Murrieta – January 5
4. Presentation from Webb and Associates
5. Committee Updates
  - a. Fundraising / Events – Chair, Tim Underdown
  - b. Save our Parks Logo – Chair, John Lloyd
  - c. Education – Co-Chairs, Irene Gallegos, Tracy Lobo, & George Taylor
  - d. Sponsorship – Henry Silvestre
  - e. Utility – Co-Chairs, John Lloyd and Susan Lane
  - f. Cost Cutting & Park Closures – Gary Nordquist and Paula Willette
6. Roundtable
7. Next Meeting...Tuesday January 11, 2011

**Attachment "B"**



**CITY OF WILDOMAR – CITY COUNCIL**

**Agenda Item #3.2**

**GENERAL BUSINESS**

**Meeting Date: December 22, 2010**

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**TO:** Mayor and City Council  
**FROM:** Debbie A. Lee, City Clerk  
**SUBJECT:** Planning Commission Appointment (Cont. from 12-08-10)

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that Council Member Benoit nominate a citizen to serve as a Commissioner on the Planning Commission, subject to ratification by a majority vote of the City Council.

**BACKGROUND:**

At the December 8, 2010, Mayor Pro Tem Swanson and Council Member Walker made their appointments to the Planning Commission. Council Member Benoit requested that his appointment to the Commission be continued so that he could interview potential candidates.

At this time Council Member Benoit should make his appointment to the Planning Commission, which is subject to ratification by a majority of the City Council. The appointment will run concurrent with the appointing Council Member's term of office and the appointee will be sworn in at the first Planning Commission meeting following the appointment.

**FISCAL IMPACTS:**

Planning Commissioners receive \$75 per meeting.

**ALTERNATIVES:**

1. Direct the City Clerk to advertise for an additional 30 days.
2. Continue this item to the next City Council meeting.
3. Provide staff with further direction.

Submitted by:

Approved by:

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Debbie A. Lee, CMC  
City Clerk

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Frank Oviedo  
City Manager

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.3**  
**GENERAL BUSINESS**  
**Meeting Date: December 22, 2010**

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**TO:** Mayor and City Council

**FROM:** Debbie A. Lee, City Clerk

**SUBJECT:** Committees, Commissions, and Boards Appointments (Cont. from 12-08-10)

**STAFF REPORT**

**RECOMMENDATION:**

That the City Council review the list of committees, commissions, and boards appointments and direct Staff to make changes deemed appropriate.

**DISCUSSION:**

This item was continued from the December 8, 2010, City Council meeting. At this time, the City Council will need to designate, or re-designate, appointments to the various committees, commissions, and boards.

Just to note, PARSAC needs the appointment(s) in the form of a Resolution, therefore, after Council has designated the appointees, at the next Council Meeting Staff will bring a Resolution forward for approval by the City Council. Staff will then send a certified copy to PARSAC showing the action of the City Council.

Staff will bring this list forward to the City Council at the first meeting of December each year for review.

Submitted by:

Approved by:

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Debbie A. Lee, CMC  
City Clerk

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

List of committees, commissions, and boards

## CITY COUNCIL COMMITTEES, COMMISSIONS, BOARDS

### **STANDING:**

Park and Recreation Committee

Bridgette Moore  
Marsha Swanson

### **AD HOC SUBCOMMITTEES:**

2010 Census – Complete Count  
(Appointed 08-26-09)

Bridgette Moore  
Marsha Swanson

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Animal Shelter  
(Appointed 03-10-10)

Bridgette Moore  
Bob Cashman

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Economic Development  
(Appointed 02-10-10)

Sheryl Ade  
Marsha Swanson

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EVMWD

Sheryl Ade  
Marsha Swanson

Meets on the fourth Monday of the month at 8:30 a.m. at City Hall

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Finance  
(Appointed 05-13-09)

Sheryl Ade  
Bridgette Moore

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Higher Education  
(Appointed 05-27-09)

Bob Cashman  
Bridgette Moore

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Intergovernmental Relations Committee  
Formerly Transitional/County Committee  
(Re-named and Re-appointed January 13, 2010)

Sheryl Ade  
Bob Cashman

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Lake Elsinore Unified School District  
(Appointed 10-14-09)

Scott Farnam  
Bridgette Moore

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Lakeland Village Redevelopment Project Area  
(Appointed 05-13-09)

Sheryl Ade  
Marsha Swanson

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Southwest Coalition

Scott Farnam  
Bridgette Moore

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Trails  
(Appointed 03-24-10)

Sheryl Ade  
Bob Cashman

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**REGIONAL COMMITTEES, COMMISSIONS, BOARDS**  
**Reviewed and Re-appointed/Re-designated January 13, 2010**

**Autism Task Force**  
**(Appointed May 12, 2010)**  
Meets as needed.

**Scott Farnam**

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**League of California Cities**

**Scott Farnam, Voting Delegate**  
**Marsha Swanson, Alt.**

Meets annually at the League's Annual Conference, General Business Meeting.

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**PARSAC**

**Marsha Swanson**  
**Gary Nordquist, Alt.**

Meets in May and December in Sacramento.

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**RCTC**

**Riverside County Transportation Commission**

**Scott Farnam**  
**Bridgette Moore, Alt.**

Meets the second Wednesday of each month at 9:30 a.m. at the County Administration Center, Board of Supervisors Chambers, 4080 Lemon Street, Riverside.

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**RTA**

**Riverside Transit Agency**  
**(Appointed December 3, 2008)**

**Sheryl Ade**  
**Bridgette Moore, At.**

Meets the fourth Thursday of each month at 2:00 p.m. at the County Administration Center, Board of Supervisors Chambers, 4080 Lemon Street, Riverside.

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**SCAG**

**Southern California Association of Governments**  
**(Appointed: December 3, 2008)**

**Sheryl Ade**  
**Scott Farnam, Alt.**

Meets the first Thursday of each month at 12:15 p.m. at the SCAG Main Office, 818 W. 7th Street, Los Angeles, CA.

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**WRCOG**

**Western Riverside Council of Governments**

**Scott Farnam**  
**Sheryl Ade, Alt.**

Meets the first Monday of each month at 2:00 p.m. at the County Administration Center, Board of Supervisors Chambers, 4080 Lemon Street, Riverside.

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**WRCRCA**

**Western Riverside County Regional Conservation Authority**

**Bob Cashman**  
**Scott Farnam, Alt.**

Meets the first Monday of each month at 1:00 p.m. at the County Administration Center, Board of Supervisors Chambers, 4080 Lemon Street, Riverside (This committee meets every month in the same room one hour before WRCOG meets).

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## REPRESENTATION

ULI  
Urban Land Institute  
(Appointed January 13, 2010)

Scott Farnam

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ICSC  
International Council of Shopping Centers  
(Appointed January 13, 2010)

Scott Farnam

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.4**  
**GENERAL BUSINESS**  
**Meeting Date: December 22, 2010**

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**TO:** Mayor and City Council  
**FROM:** Debbie A. Lee, City Clerk  
**SUBJECT:** Mayor and Mayor Pro Tem Appointment for 2011 (Cont. from 12-08-10)

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council appoint a Mayor and Mayor Pro Tem for 2011.

**BACKGROUND:**

This item was continued from the December 8, 2010, City Council meeting. At this time, and in accordance with Resolution No. 09 - 72, the Mayor and Mayor Pro Tem appointments are to be done. The term of the appointments will run the 2011 calendar year, from January 1 through December 31.

**FISCAL IMPACTS:**

Minimal financial impact for letterhead, business cards, badges.

Submitted by:

Approved by:

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Debbie A. Lee, CMC  
City Clerk

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Resolution No. 09-72

**RESOLUTION NO. 09 – 72**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA , REPEALING RESOLUTION NO. 08-09 AND ESTABLISHING A  
METHOD FOR THE SELECTION AND APPOINTMENT OF A MAYOR AND MAYOR  
PRO TEMPORE**

**WHEREAS**, the City of Wildomar was incorporated on July 1, 2008, as a General Law City of the State of California; and

**WHEREAS**, the City Council of Wildomar adopted Resolution 08-09 on July 1, 2008, establishing method for the selection and appointment of a mayor and mayor pro tempore for the City; and

**WHEREAS**, the City Council now wishes to repeal Resolution 08-09 and establish a new method for selection and appointment of a mayor and mayor pro tempore for the City in accord with the provisions of Government Code Section 36801.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILDOMAR  
HEREBY RESOLVES AS FOLLOWS:**

**Section 1. Repeal of Resolution 08-09.** Resolution 08-09 is hereby repealed in its entirety.

**Section 2. Selection of Mayor and Mayor Pro Tempore.** The City Council shall select one member of the City Council to serve as Mayor and one member of the City Council to serve as Mayor Pro Tempore by a simple majority vote of the City Council. This selection shall be on an annual basis at the first meeting of the City Council in December of each year.

**Section 3. Term of Office for Mayor and Mayor Pro Tempore.** The Mayor and Mayor Pro Tempore serve at the pleasure of the City Council. The regular term of office for the Mayor and Mayor Pro Tempore shall be for one calendar year, commencing on January 1st and continuing through December 31st of each year. Should the Mayor or the Mayor Pro Tempore be removed, or the position vacated before his or her one year term of service is complete, a new Council Member shall be selected immediately thereafter to succeed to the office for the remainder of the one year term. Selection of the Mayor and Mayor Pro Tempore may occur at any regular, special, or adjourned meeting of the City Council.

PASSED, APPROVED AND ADOPTED this 28th day of October, 2009.



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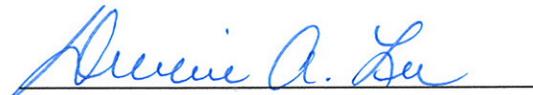
Scott Farnam  
Mayor

APPROVED AS TO FORM:

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Julie Hayward Biggs  
City Attorney

ATTEST:



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Debbie A. Lee, CMC  
City Clerk