

CITY OF WILDOMAR CITY COUNCIL
AND WILDOMAR CEMETERY DISTRICT AGENDA

4:00 P.M. – CLOSED SESSION
5:00 P.M. – REGULAR MEETING

NOVEMBER 11, 2020

Pursuant to Governor Newsom's Executive Orders N-25-20 and N-29-20, the City Council/ Cemetery District Meeting will be conducted electronically via video and teleconferencing.



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

Gary Nordquist
City Manager/General Manager

Thomas D. Jex
City Attorney/District Counsel

The City Council/ Cemetery District Meeting will be conducted electronically via video and teleconferencing pursuant to the provisions of the Governor's Executive Order N-29-20

The City of Wildomar encourages your participation in the meeting; however, in order to minimize the spread of the COVID-19 virus, this meeting is being conducted utilizing video and teleconferencing. The City Council Chambers will not be open to the public. The public may view the meeting on television and/or online and may participate via ZOOM Webinar Videoconferencing.

You may view the Regular Session meeting live on the City of Wildomar's website at <http://www.cityofwildomar.org> or on cable TV through Frontier Channel 36 or AT&T channel 99. To view from the website, select the live stream link on the top of the front page.

Instructions for Electronic Participation

If you would like to make a public comment and/or a comment on a specific agenda item, please follow the following instructions:

1. Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.
2. Log in or call into ZOOM via desktop/laptop, smartphone or telephone. You must download the ZOOM app to access the link from an Apple smartphone or IPAD.

Join Zoom Meeting

<https://us02web.zoom.us/j/82736672155>

OR

Dial in:

+1 669 900 6833 US

Webinar ID: [827 3667 2155](#)

Please Note: During the meeting all participants video will be turned off during the entire meeting and you will be placed on Mute by the host. You will not be able to mute or unmute your lines manually. The host will unmute your line when you are called to speak.

3. During Public Comment not on the Agenda and after each Agenda Item, the Mayor will announce Public Comment. If you would like to speak, please raise your hand virtually to be placed in the queue.

When your name or the last 3 digits of your phone number are called, the host will unmute you. Public Comments will be limited to 3 minutes or such other time as the Council may provide.

Directions to virtually raise hand on a DESKTOP/LAPTOP:

- At the bottom of the list, please click on the grey “**Raise Hand**” button.

Directions to virtually raise hand on a SMARTPHONE:

- Look for the “**Raise Hand**” button on the screen and click the button.

Directions to virtually raise hand on a TELEPHONE line only:

- **Dial *9** on your keypad to signal that you would like to comment. When the Host unmutes you, **Dial *6** to unmute.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk’s Office at 951-677-7751 x210.

The City of Wildomar thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

NOTICE: City Council meetings may be live-streamed, photographed and/or videotaped. Participation at the meeting constitutes consent by members of the public to the City’s and any third party’s use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

CALL TO ORDER – CLOSED SESSION - 4:00 P.M.

ROLL CALL

PUBLIC COMMENTS

CLOSED SESSION

1. The City Council will meet in closed session pursuant to the provisions of Government Code section 54957(b) regarding Public Employee Performance Evaluation.

Title: City Manager.

2. The City Council will meet in closed session to hold a conference with its Labor Negotiator regarding Unrepresented Employee pursuant to Government Code 54957.6.

Agency representative: Dustin Nigg
Unrepresented employee: City Manager

RECONVENE INTO OPEN SESSION

ANNOUNCEMENTS

ADJOURN CLOSED SESSION

CALL TO ORDER – REGULAR SESSION - 5:00 P.M.

ROLL CALL

FLAG SALUTE

MAYOR'S VETERANS DAY MESSAGE

PRESENTATIONS

1. Western Community Energy Rate Update

DEPARTMENT REPORTS

1. Police Department Update
2. Fire Department Update
3. Economic Development Department Update
4. City Clerk Department Update
5. Public Works Department Update

PUBLIC COMMENTS

This is the time when the Council receives general public comments regarding any items or matters within the jurisdiction that **do not** appear on the agenda.

COUNCIL COMMUNICATIONS

1. Community events
2. Regional events
3. Chamber of Commerce
4. Riverside Conservation Authority (RCA)
5. Riverside Transit Agency (RTA)
6. Riverside County Transportation Commission (RCTC)
7. League of California Cities
8. Southern California Association of Governments (SCAG)
9. Riverside County Habitat Conservation Agency (RCHCA)
10. Western Riverside Council of Governments (WRCOG)
11. South Coast Air Quality Management District (SCAQMD)

12. Ad Hoc & Subcommittees

APPROVAL OF THE AGENDA AS PRESENTED

The City Council to approve the agenda as it is herein presented, or, if it is the desire of the City Council, the agenda can be reordered, added to, or have items tabled at this time.

1.0 CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one roll call vote. There will be no separate discussion of these items unless members of the Council, the Public, or Staff request to have specific items removed from the Consent Calendar for separate discussion and/or action.

1.1 Reading of Ordinances

RECOMMENDATION: Staff recommends that the City Council approve the reading by title only of all ordinances on this agenda.

1.2 Minutes- September 09, 2020 Regular Meeting

RECOMMENDATION: Staff recommends that the City Council approve the minutes as presented.

1.3 Minutes- October 14, 2020 Regular Meeting

RECOMMENDATION: Staff recommends that the City Council approve the minutes as presented.

1.4 Warrant and Payroll Registers

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

For Fiscal Year 2019-2020

1. Warrant Register dated 10-08-2020 in the amount of \$873,821.31;
2. Warrant Register dated 10-29-2020 in the amount of \$16,979.78;

For Fiscal Year 2020-2021

3. Warrant Register dated 10-01-2020 in the amount of \$486,901.28;
4. Warrant Register dated 10-08-2020 in the amount of \$301,271.37;
5. Warrant Register dated 10-15-2020 in the amount of \$39,249.24;
6. Warrant Register dated 10-22-2020 in the amount of \$696,558.87;
7. Warrant Register dated 10-29-2020 in the amount of \$277,925.21;
8. Payroll Register dated 10-01-2020 in the amount of \$104,199.61.

1.5 Treasurer's Report

RECOMMENDATION: Staff recommends that the City Council approve the Treasurer's Report for September 2020.

1.6 2nd Reading of Ordinance No. 192- ADU Code Amendment (ZOA 2020-03)

RECOMMENDATION: The Planning Commission recommends that the City Council take the following actions:

1. Adopt an Ordinance entitled:

ORDINANCE NO. 192
AN ORDINANCE OF THE CITY COUNCIL OF CITY OF WILDOMAR,
CALIFORNIA, ADOPTING A STATUTORY EXEMPTION FROM CEQA
REVIEW PURSUANT TO SECTION 21080.17 OF THE PUBLIC
RESOURCES CODE, AND APPROVING ZONING ORDINANCE
AMENDMENT NO. 2020-03 AMENDING CHAPTER 17.204 OF THE
WILDOMAR MUNICIPAL CODE PERTAINING TO ACCESSORY
DWELLING UNITS

1.7 COVID-19 Personnel Policy Update

RECOMMENDATION: Staff recommends that the City Council approve the COVID-19 Personnel Policy Update.

1.8 Revised Cooperation Agreement for Participation in the County of Riverside's Community Development Block Grant (CDBG) Program

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

RESOLUTION NO. 2020 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,
CALIFORNIA, AUTHORIZING PARTICIPATION IN THE COUNTY OF
RIVERSIDE'S URBAN COUNTY PROGRAM FOR FEDERAL FISCAL
YEARS 2021, 2022, AND 2023

1.9 Discussion and Adoption of Joint Powers Agreement and Bylaws for California Intergovernmental Risk Authority, which permits the merger of Public Agency Risk Sharing Authority of California and the Redwood Empire Municipal Insurance Fund

RECOMMENDATION: Staff recommends that the City Council Adopt the Joint Powers Agreement and Bylaws for the California Intergovernmental Risk Authority, which permits the merger or joining of the Public Agency Risk Sharing Authority of California and the Redwood Empire Municipal Insurance Fund.

1.10 Adopt a Resolution to Declare a Public Nuisance and Abate all Weeds Growing upon Private Property in the City

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

RESOLUTION NO. 2020 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,
CALIFORNIA DECLARING WEEDS, RUBBISH, REFUSE AND DIRT
UPON PRIVATE PROPERTY AND ADJACENT PUBLIC RIGHTS OF
WAY A PUBLIC NUISANCE AND INITIATING ABATEMENT
PROCEEDINGS

2.0 PUBLIC HEARINGS

2.1 Baxter Village Revised Plot Plan Proposal (PA No. 20-0028): City Council consideration of a Supplemental EIR, Tentative Parcel Map No. 37941, Plot Plan No. 20-0028 (Medical Office Building) and Plot Plan No. 20-0028 (Hotel)

RECOMMENDATION: The Planning Commission recommends the City Council take the following actions:

1. Adopt a Resolution entitled:

RESOLUTION NO. 2020 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,
CALIFORNIA, CERTIFYING A SUPPLEMENTAL ENVIRONMENTAL
IMPACT REPORT (SCH# 2014121047), INCLUDING ADOPTION OF
FINDINGS OF FACT, STATEMENT OF OVERRIDING
CONSIDERATIONS AND MITIGATION MONITORING AND REPORTING
PROGRAM FOR THE BAXTER VILLAGE REVISED PLOT PLAN

PROJECT (PA 20-0028) CONSISTING OF THE SUBDIVISION OF 10.25 ACRES INTO THREE LOTS (TPM NO. 37941) AND DEVELOPMENT OF A NEW 84,000 SQUARE-FOOT MEDICAL OFFICE BUILDING AND A NEW 102-ROOM HOTEL LOCATED AT THE NORTHWEST CORNER OF THE I-15 FREEWAY AND WILDOMAR TRAIL (APN: 367-180-057)

2. Adopt a Resolution entitled:

RESOLUTION NO. 2020 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING TENTATIVE PARCEL MAP NO. 37941, SUBJECT TO CONDITIONS, TO SUBDIVIDE A 10.25 ACRE SITE INTO THREE (3) LOTS TO ACCOMMODATE THE CONSTRUCTION OF AN 84,000 SQUARE-FOOT MEDICAL OFFICE BUILDING, A 102-ROOM HOTEL AND ONE DETENTION BASIN LOCATED AT THE NORTHWEST CORNER OF THE I-15 FREEWAY AND WILDOMAR TRAIL (APN: 367-180-057)

3. Adopt a Resolution entitled:

RESOLUTION NO. 2020 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING A REVISION TO THE BAXTER VILLAGE RETAIL CENTER PLOT PLAN (PA 14-0002) TO ALLOW THE CONSTRUCTION OF AN 84,000 SQUARE-FOOT MEDICAL OFFICE BUILDING (MOB) IN THE C-P-S ZONE ON PARCEL 1 (7.2 ACRES) OF TPM NO. 37941, SUBJECT TO CONDITIONS, LOCATED AT THE NORTHWEST CORNER OF THE I-15 FREEWAY AND WILDOMAR TRAIL (APN: 367-180-057)

4. Adopt a Resolution entitled:

RESOLUTION NO. 2020 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING A REVISION TO THE BAXTER VILLAGE RETAIL CENTER PLOT PLAN (PA 14-0002) TO ALLOW THE CONSTRUCTION OF A 102-ROOM HOTEL ON PARCEL 2 (2.4 ACRES) OF TPM NO. 37941 IN THE C-P-S ZONE, SUBJECT TO CONDITIONS, LOCATED AT THE NORTHWEST CORNER OF THE I-15 FREEWAY AND WILDOMAR TRAIL (APN: 367-180-057)

3.0 GENERAL BUSINESS

3.1 COVID-19 Update

RECOMMENDATION: Staff recommends that the City Council receive and file the COVID-19 Update and provide direction as desired.

3.2 Approval of the Accounting Specialist, Administrative Services Director, Assistant City Engineer, Chief Building Official, Human Resources Administrator, and Sr. Administrative Analyst (Engineering) Classification Descriptions, and updates to the Position Classification Listing and the Schedule of Approved Positions

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

RESOLUTION NO. 2020 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE POSITION CLASSIFICATION SCHEDULE, UPDATING THE ADMINISTRATIVE SERVICES DIRECTOR, CHIEF BUILDING OFFICIAL, AND SR. ADMINISTRATIVE ANALYST POSITION CLASSIFICATION DESCRIPTIONS, AND APPROVE NEW POSITION CLASSIFICATION DESCRIPTIONS FOR THE ACCOUNTING SPECIALIST, ASSISTANT CITY ENGINEER, AND HUMAN RESOURCES ADMINISTRATOR POSITIONS

3.3 Employee Benefit Recommendation Changes

RECOMMENDATION: Staff recommends that the City Council approve the proposed changes to the existing dental, vision, and other related health benefits for employees.

3.4 Fourth Amendment to Agreement for Employment of City Manager

RECOMMENDATION: Staff recommends that the City Council approve the Fourth Amendment to Agreement for Employment of City Manager between the City of Wildomar and Gary Nordquist.

3.5 Measure AA - Staffing Increase for Public Safety and Quality of Life Services as Provided by Riverside County Sheriff Department

RECOMMENDATION: Staff recommends that the City Council approve the Sheriff's Department request to increase staffing and fund up to 16 hours per week of additional support to enhanced public safety programs unique to Measure AA funding.

CITY MANAGER REPORT

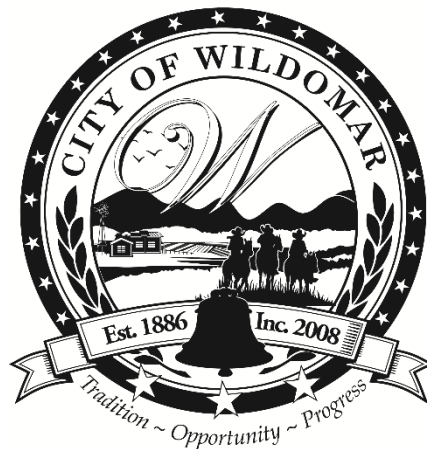
FUTURE AGENDA ITEMS

Title- Councilmember-Anticipated Date

1. Fireworks Ordinance - Morabito – February 2021
2. Juneteenth Holiday - Morabito – January 2021
3. Letter to Post Office requesting Zip Code Update – Benoit – December 2020
4. Truck Route Designations on Residential Streets - Moore – December 2020
5. Multi-Family Parking - Moore – April 2021

ADJOURN CITY COUNCIL

In accordance with Government Code Section 54952.3, I, Janet Morales, City of Wildomar Acting City Clerk, do hereby declare that the Board of Trustees will receive no compensation or stipend for the convening of the following regular meeting of the Wildomar Cemetery District.



Dustin Nigg, Chair
Bridgette Moore, Vice Chair
Ben J. Benoit, Trustee
Joseph Morabito, Trustee
Marsha Swanson, Trustee

Gary Nordquist
General Manager

Thomas D. Jex
District Counsel

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

ROLL CALL

PUBLIC COMMENTS

BOARD COMMUNICATIONS

APPROVAL OF THE AGENDA AS PRESENTED

The Board of Trustees to approve the agenda as it is herein presented, or if it is the desire of the Board, the agenda can be reordered at this time.

4.0 CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one roll call vote. There will be no separate discussion of these items unless members of the Board, the Public, or Staff request that specific items are removed from the Consent Calendar for separate discussion and/or action.

4.1 Minutes – October 14, 2020 Regular Meeting

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Minutes as presented.

4.2 Warrant Register

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

For Fiscal Year 2019-2020

1. No Warrant Registers.

For Fiscal Year 2020-2021

2. Warrant Register dated 10-01-2020 in the amount of \$5,071.65;
3. Warrant Register dated 10-15-2020 in the amount of \$3,071.65;
4. Warrant Register dated 10-22-2020 in the amount of \$88.14;
5. Warrant Register dated 10-29-2020 in the amount of \$205.42.

4.3 Treasurer's Report

RECOMMENDATION: Staff recommends that the Board of Trustees approve the Treasurer's Report for September 2020.

4.4 Authorize use of Cemetery District Property, APN 376-060-031, as a Temporary Construction Staging Area for the City of Wildomar's Pedestrian Countdown Head and Crosswalk Enhancement Project (CIP 041, Federal Project #HSIPL-5484(012)) Contractor

RECOMMENDATION: Staff recommends that the Board of Trustees authorize the General Manager to sign the License Agreement and approve the use of District property, APN 376-060-031, as a temporary construction staging area for the City of Wildomar's Pedestrian Countdown Head and Crosswalk Enhancement Project (CIP 041, Federal Project #HSIPL-5484(012)) Contractor Alfaro Communications Construction, Inc.

5.0 PUBLIC HEARINGS

There are no items scheduled.

6.0 GENERAL BUSINESS

There are no items scheduled.

GENERAL MANAGER REPORT

FUTURE AGENDA ITEMS

Title- Councilmember-Anticipated Date

1. Cemetery Perimeter Wall – Benoit – March 2021
2. Cemetery Fee Review – Benoit – June 2021

ADJOURN THE WILDOMAR CEMETERY DISTRICT

REPORTS: All agenda items and reports are available for review at City Hall, 23873 Clinton Keith Road and on the City's website at the following address: http://www.cityofwildomar.org/government/agendas___minutes. 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 by appointment for public inspection at City Hall during regular business hours.

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.

I, Janet Morales, Wildomar Acting City Clerk, do certify that within 72 hours of the meeting, a true and correct copy of this agenda was posted at Wildomar City Hall, 23873 Clinton Keith Road and on the City's website at www.cityofwildomar.org.



Janet Morales

Acting City Clerk

Dated: November 6, 2020