CITY COUNCIL/CEMETERY DISTRICT - MEETING (CCR)

WEDNESDAY, FEBRUARY 12, 2025

Closed Session: 4:00 PM | Regular Session 6:00 PM

COUNCIL CHAMBERS 23873 CLINTON KEITH ROAD SUITE 106 WILDOMAR, CA 92595

Ashlee DePhilippo - Mayor/ Chair | District 5
Carlos Marquez - Mayor Pro Tem/ Vice Chair | District 1
Bridgette Moore - Council Member/ Trustee | District 4
Joseph Morabito - Council Member/ Trustee | District 3
Dustin Nigg - Council Member/ Trustee | District 2

Daniel York, City Manager/General Manager Thomas D. Jex, City Attorney/District Counsel

The City of Wildomar will be a Safe and Active Community with Responsible Growth and Quality Infrastructure while keeping a Hometown Feel

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

CLOSED SESSION

RECOMMENDATION:
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

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: Mayor Ashlee DePhillippo
Unrepresented employee: City Manager

RECONVENE INTO OPEN SESSION

ANNOUNCEMENTS

ADJOURN CLOSED SESSION

CALL TO ORDER – REGULAR SESSION - 6:00 P.M.

ROLL CALL
Council discussion and determination on whether an absence is excused.

FLAG SALUTE

PRESENTATIONS

1. Recognition of outgoing Mayor for 2024 - Bridgette Moore
2. Recognition: California Tap Company
3. Proclamation: Planning Commissioners - Strong, Cambero, Banks
4. Recognition: General Plan Technical Advisory Committee Members

DEPARTMENT REPORTS

Police Department Quarterly Update

RECOMMENDATION:
Receive and file.

Fire Department Quarterly Update

RECOMMENDATION:
Receive and file.

Wildomar Library Quarterly Update

RECOMMENDATION:
Receive and File.

Public Works/Engineering Department Quarterly Report
Presented By: Jason Farag, Public Works/ Engineering Department

RECOMMENDATION:
Receive and file the Quarterly Report for the Public Works/Engineering Department.

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. Per the Brown Act, City Council members are not allowed to respond to public comments not on the agenda. If you would like to be contacted, please leave your email or contact number on the public comment card.*

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. 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 City Council Minutes - December 9, 2024 - Special Meeting
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.2 City Council/Cemetery District Minutes - December 11, 2024
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.3 **City Council/Cemetery District Minutes - January 15, 2025**
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Approve the minutes as presented.

1.4 **January 2025 Warrant Register**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Approve the following for Fiscal Year 2024/2025:

1. Warrant Register dated 1-9-2025 in the amount of $184,084.08
2. Warrant Register dated 1-15-2025 in the amount of $85,090.74
3. Warrant Register dated 1-16-2025 in the amount of $531,662.65
4. Warrant Register dated 1-23-2025 in the amount of $1,146,263.31
5. Warrant Register dated 1-30-2025 in the amount of $382,707.14
6. Wire Transfer Register dated 1-31-2025 in the amount of $30,223.92
7. Payroll Register dated 02-01-2025 in the amount of $411,673.13

1.5 **December 2024 City Treasurers Report**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Approve the Treasurer's Report for December 2024.

1.6 **License Agreement with Van Engineering, Inc. for use of City property as a Temporary Construction Staging Area for the Palomar Street Widening and Cemetery Improvements Projects (CIP 028-2, 067-1)**
Location: Palomar Street and Gruwell Street (APNs 376-051-001 & 376-051-002)
Presented By: Jason Farag , Public Works/ Engineering Department

RECOMMENDATION:
Authorize the City Manager to execute the License Agreement with Van Engineering, Inc., to approve the use of City property as a temporary construction staging area for the Palomar Street Widening Cemetery Improvements Projects (CIP 028-2, 067-1)

1.7 Updating City's Conflict of Interest Code
Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:
Adopt a Resolution entitled:

RESOLUTION NO. 2025 - ____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE CITY'S CURRENT CONFLICT OF INTEREST CODE SET FORTH BY THE CALIFORNIA STATE FAIR POLITICAL PRACTICES COMMISSION FOR ELECTED OFFICIALS, BOARD AND COMMISSION MEMBERS AND EMPLOYEES OF THE CITY OF WILDOMAR

2. PUBLIC HEARINGS

2.1 Consideration of Resolution of Necessity for Condemnation of Improved Property located at 23690 Bundy Canyon Road for the Bundy Canyon Road Improvement Project, Segment 2 (CIP 026-2)
Location: Bundy Canyon Rd., between Oak Canyon Dr. and Harvest Way
Presented By: Thomas D Jex , City Attorney

RECOMMENDATION:
1. Conduct a hearing on the proposed Resolution 2025-__ of the City of Wildomar finding and determining that the public interest, convenience, and necessity require the acquisition of certain property for public purposes; and

2. Review the evidence presented, including this staff report and public comments, and close the hearing; and

3 Find that on September 10, 2014, in accordance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines §15070, the City Council adopted Resolution 2014-048 certifying an Environmental Impact Report for the Project, and that on September 9, 2020, the City Council adopted Resolution 2020-62, approving an Addendum to the Environmental Impact Report, and that no additional CEQA findings are required for the Project; and

4. Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR FINDING AND DETERMINING THAT THE PUBLIC INTEREST, CONVENIENCE AND NECESSITY REQUIRE THE ACQUISITION OF CERTAIN PROPERTY FOR PUBLIC PURPOSES

3. GENERAL BUSINESS

3.1 **FY2024-25 Mid-Year Budget Report**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Review and approve the Fiscal Year 2024-25 Mid-Year Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING ADJUSTMENTS TO THE FY2024-25 BUDGETED REVENUES AND EXPENSES

3.2 **FY2025-26 and FY2026-27 Biennial Budget Goals Discussion**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Discuss and provide direction to staff.

3.3 **FY2025-26 and FY2026-27 Biennial Budget Acceptance of City and Department Goals**
Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:
Discuss and receive comments from the public regarding the development of the City's Fiscal Year 2025-26 and 2026-27 Biennial Budget Goals for the City.

3.4 **Cannabis Code Changes Discussion (Future Agenda Item)**
Location: City-Wide
Presented By: Matthew Bassi , Planning Department

RECOMMENDATION:
Discuss and provide direction to Staff on possible changes to Cannabis Ordinance No. 187.

3.5 **Initiate Discussion Regarding Naming Criteria for Future Parks**
Presented By: Daniel Torres , Community Services Department

RECOMMENDATION:
1). Review the naming criteria for public parks, facilities, and trials,
2). Select parks that will be considered for naming,
3). Develop an Ad-Hoc Subcommittee to review submissions.

COUNCIL COMMUNICATIONS
1. Riverside Conservation Authority (RCA)
2. Riverside Transit Agency (RTA)
3. Riverside County Transportation Commission (RCTC)
4 League of California Cities
5. Southern California Association of Governments (SCAG)
6. Riverside County Habitat Conservation Agency (RCHCA)
7. Western Riverside Council of Governments (WRCOG)
8. Southwest Community Financing Authority (Animal Shelter)
9. Ad Hoc & Subcommittees
10. Community events
11. Regional events
12. Chamber of Commerce

CITY MANAGER REPORT

FUTURE AGENDA ITEMS

Future Agenda Items

RECOMMENDATION:
Title- Councilmember-Anticipated Date
1. Expand Pavement Management/Road Rehab Program for private and public roads - Marquez - TBD
2. Discuss restricting certain future uses on major corridors - Marquez - TBD
3. ~~Review Cannabis Ordinances~~ - DePhillippo - Feb 2025
4. ~~Park Naming Policy - Marquez~~ - Feb 2025
5. Street Lighting Options for neighborhoods that don't currently have lighting - Marquez - TBD
6. Discuss potential Public Safety Subcommittee - DePhillippo - TBD

ADJOURN THE CITY COUNCIL MEETING

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

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

ROLL CALL
Board discussion and determination on whether an absence is excused.

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, added to, or have items tabled at this time.

4. CEMETERY 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 to have specific items removed from the Consent Calendar for separate discussion and/or action.

4.1 City Council/Cemetery District Minutes - December 11, 2024

Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

4.2 City Council/Cemetery District Minutes - January 15, 2025

Presented By: Janet Morales , City Clerk's Office

RECOMMENDATION:

Approve the minutes as presented.

4.3 January 2025 Cemetery Warrant Register

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the following for Fiscal Year 2024/2025

1. Warrant Register dated 1-9-2025 in the amount of $1,905.25
2. Warrant Register dated 1-15-2025 in the amount of $1,660.40
3. Warrant Register dated 1-23-2025 in the amount of $602.24
4. Warrant Register dated 1-30-2025 in the amount of $1,703.25

4.4 December 2024 Cemetery Treasurers Report

Presented By: Adam Jantz , Administrative Services Department

RECOMMENDATION:

Approve the Treasurer’s Report for December 2024.

5. CEMETERY PUBLIC HEARINGS

No items scheduled.

6. CEMETERY GENERAL BUSINESS

No items scheduled.

GENERAL MANAGER REPORT

FUTURE AGENDA ITEMS

Future Agenda Items - Cemetery

RECOMMENDATION:
Title- Councilmember-Anticipated Date
1. Discuss Weekend Services - Nigg - Mar 2025
2. Discuss Grave Site Services - Nigg - Mar 2025

ADJOURN THE WILDOMAR CEMETERY DISTRICT MEETING

PARTICIPATION

MEETINGS

Regular City Council Meetings are held on the 2nd Wednesday of every month at 6:00 P.M., except for January, where it is held on the 3rd Wednesday of the month, in the City Council Chambers, 23873 Clinton Keith Road Ste. 106 Wildomar, CA 92595.

VIEW THE MEETING

1. In Person | City Council Chambers 23873 Clinton Keith Road Ste. 106 Wildomar, CA 92595

2. Cable TV | Frontier Channel 36 or AT&T Channel 99

3. Watch Live | https://wildomar.gov/129/Agendas-Videos-Watch-Live | Click on the "Watch Live" Meeting Link.

PARTICIPATE IN THE MEETING

1. Fill out the speaker card located on the table near the entrance of the chambers.
2. Submit the speaker card to the City Clerk in the basket located at the front of the chambers.
3. When the City Clerk calls your name, please come up to the front podium.

During Public Comment not on the agenda and after each Agenda Item, the Mayor will announce Public Comment. Public Comments are limited to (3) minutes or such other time as the Council may provide. Per the Brown Act, City Council members are not allowed to respond to public comments not on the agenda. If you would like to be contacted, please leave your email or contact number on the public comment card.

ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, 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.

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: Wildomar.gov. 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.

AFFIDAVIT OF POSTING

I, Janet Morales, Wildomar City Clerk, do certify that at least 72 hours prior to the meeting, a true and correct copy of this agenda was posted at Wildomar City Hall, 23873 Clinton Keith Road; U.S. Post Office, 21392 Palomar Street; Wildomar Library, 34303 Mission Trail Blvd; and on the City's website at www.Wildomar.gov.

Janet Morales, CMC
City Clerk
Dated: February 6, 2025

CITY OF WILDOMAR
MEETING (CCR)
CLOSED SESSION

Meeting Date: February 12, 2025

SUBJECT: CLOSED SESSION

ACTION:
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

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: Mayor Ashlee DePhillippo
Unrepresented employee: City Manager

CITY OF WILDOMAR
MEETING (CCR)
DEPARTMENT REPORT

Meeting Date: February 12, 2025

SUBJECT: Police Department Quarterly Update

ACTION:
Receive and file.

FISCAL IMPACT:
As this is only an update on activities, there is no fiscal impact.

ATTACHMENTS:
1. Police Department Report

City of Wildomar

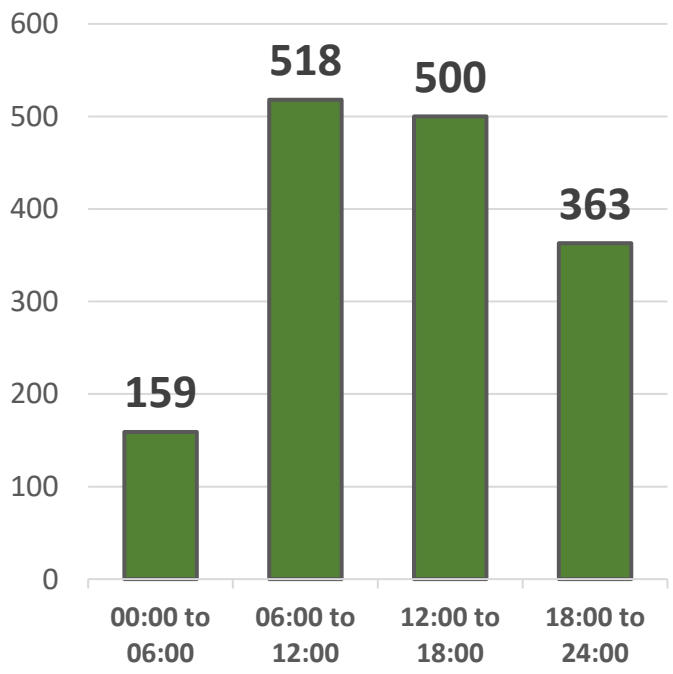
Stats

October to December 2024

Calls for Service

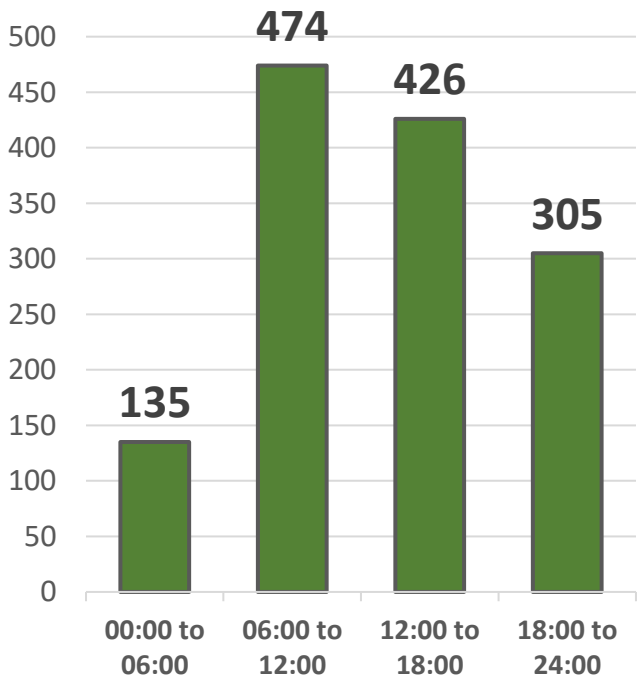
Oct – 1,540

Oct 2023– 1,274



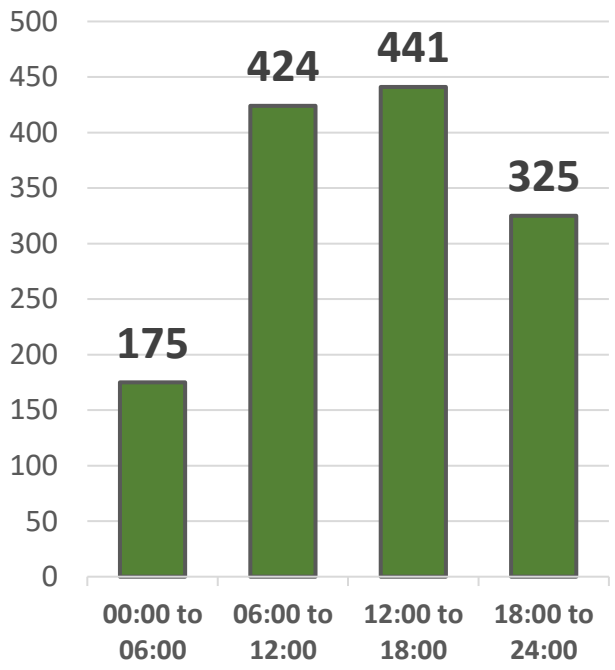
Nov – 1,341

Nov 2023– 1,095

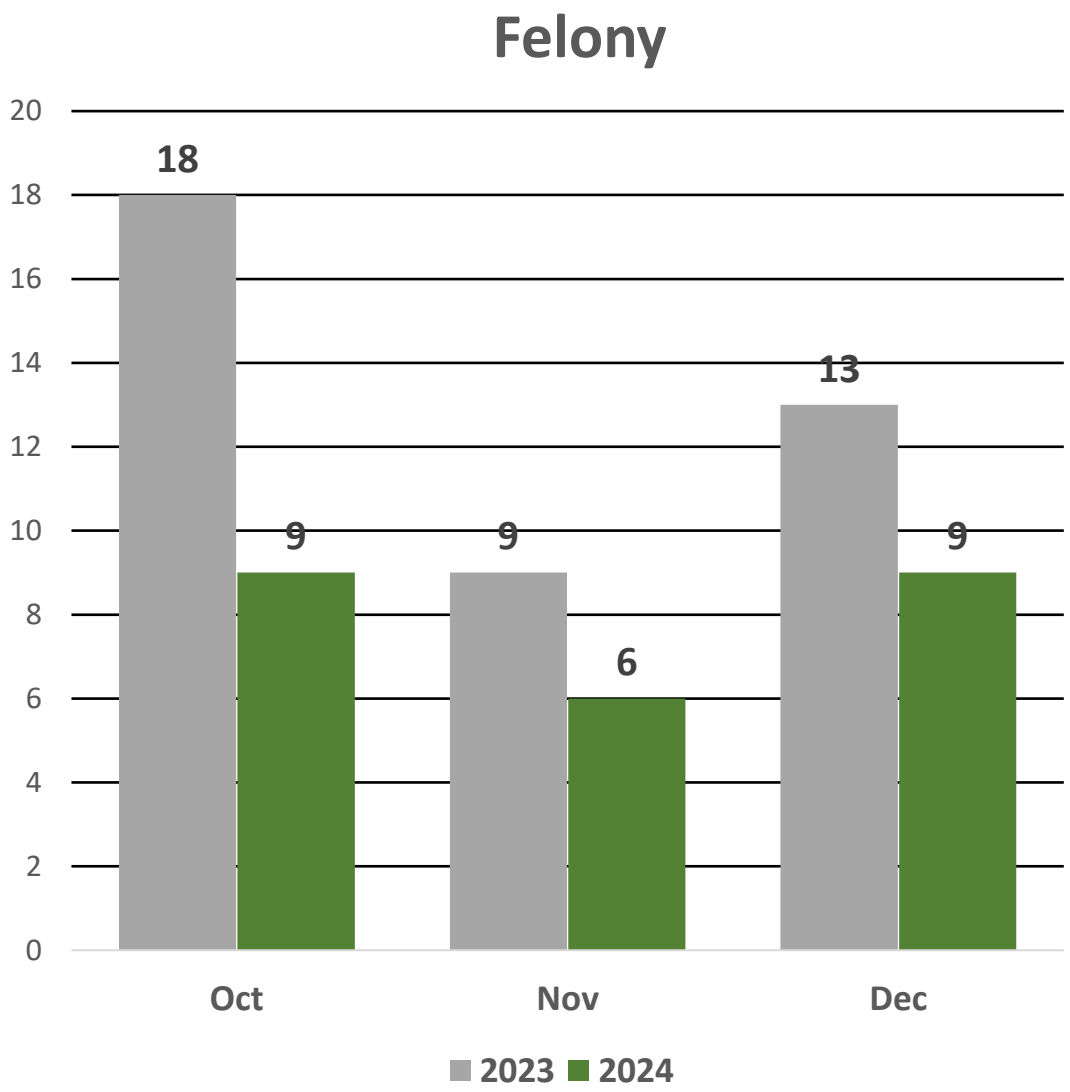


Dec – 1,365

Dec 2023 – 1,223



Arrests


Felony
20
18
16
14
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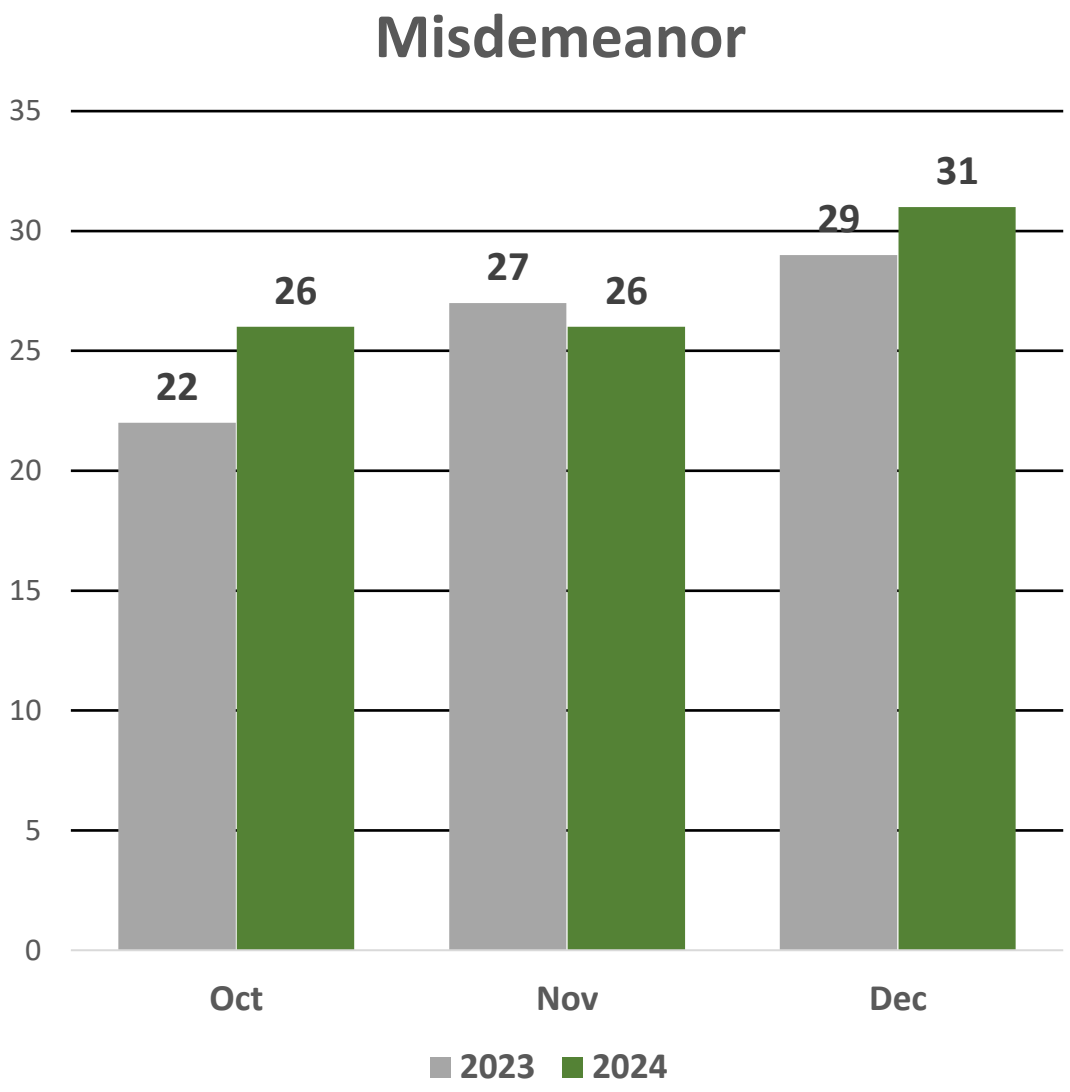
Oct
Nov
Dec
2023
2024


Misdemeanor
35
30
25
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22
26
27
26
29
31
Oct
Nov
Dec
2023
2024

Part 1 - Property & Violent Crimes

	Jul	Aug	Sep	Oct	Nov	Dec	6-Month 2024	6-Month 2023
Aggravated Assault	4	1	10	2	5	5	27	31
Robbery	0	0	3	1	0	0	4	5
Sex Crimes	3	0	2	2	0	0	7	3
Homicide	0	0	0	0	0	0	0	0
Burglary	10	7	5	2	1	4	29	43
Larceny	25	25	24	29	27	10	140	169
Veh Theft	7	5	3	1	1	5	22	50

Part 1 - Violent Crimes

	Oct		Nov		Dec	
	2023	2024	2023	2024	2023	2024
Aggravated Assault	3	2	0	5	2	5
Robbery	1	1	0	0	2	0
Sex Crimes	0	2	1	0	1	0
Homicide	0	0	0	0	0	0

Part 1 - Property Crimes

	Oct			Nov			Dec		
	2023		2024	2023		2024	2023		2024
Burglary	6	↓	2	4	↓	1	7	↓	4
Larceny	22	↑	29	20	↑	27	29	↓	10
Vehicle Theft	6	↓	1	4	↓	1	11	↓	5

Average Response Time

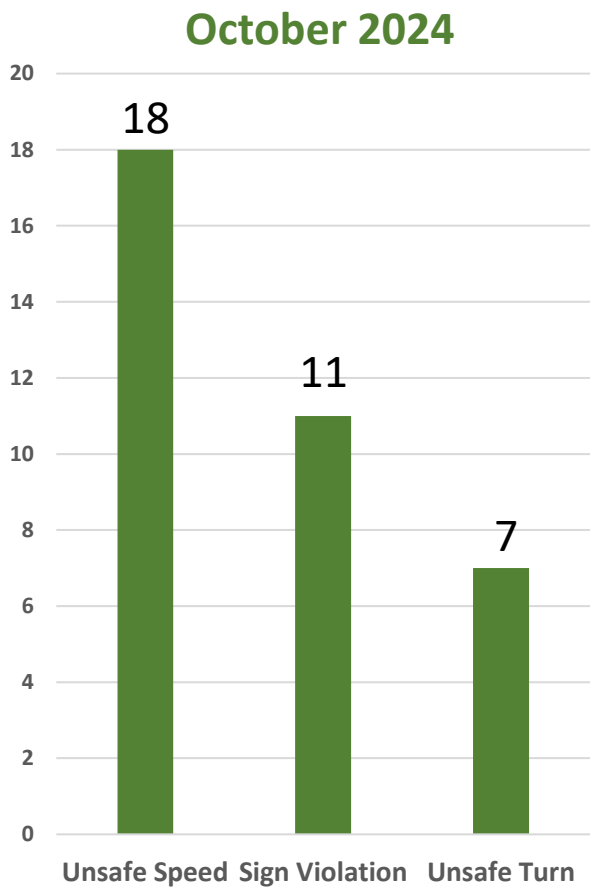
	Priority 1		Priority 2		Priority 3		Priority 4	
	ART	CFS	ART	CFS	ART	CFS	ART	CFS
Oct	5.70	22	24.65	348	49.60	243	63.81	134
Nov	5.61	18	18.09	290	42.95	224	49.95	116
Dec	6.49	17	18.82	314	41.12	248	40.29	132

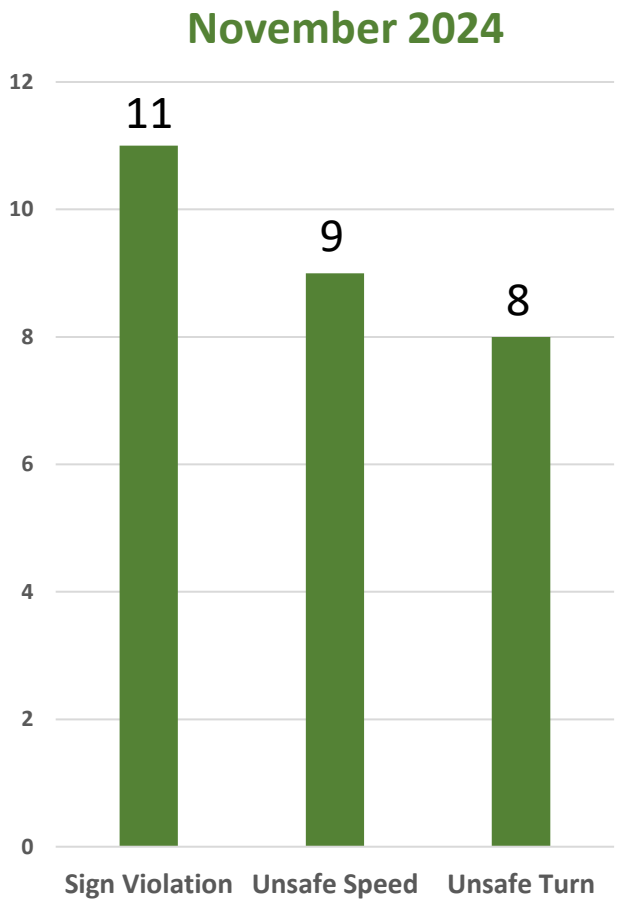
Priority 1 calls: Threat to human life or property, which involve a high level of violence or serous injury.
Priority 2 calls: Pose or did pose immediate threat to human life or property.
Priority 3 calls: Circumstances which are neither urgent nor life threatening.
Priority 4 calls: Most past calls are considered a priority 4. (Fraud, Burglary, and Theft not in progress)

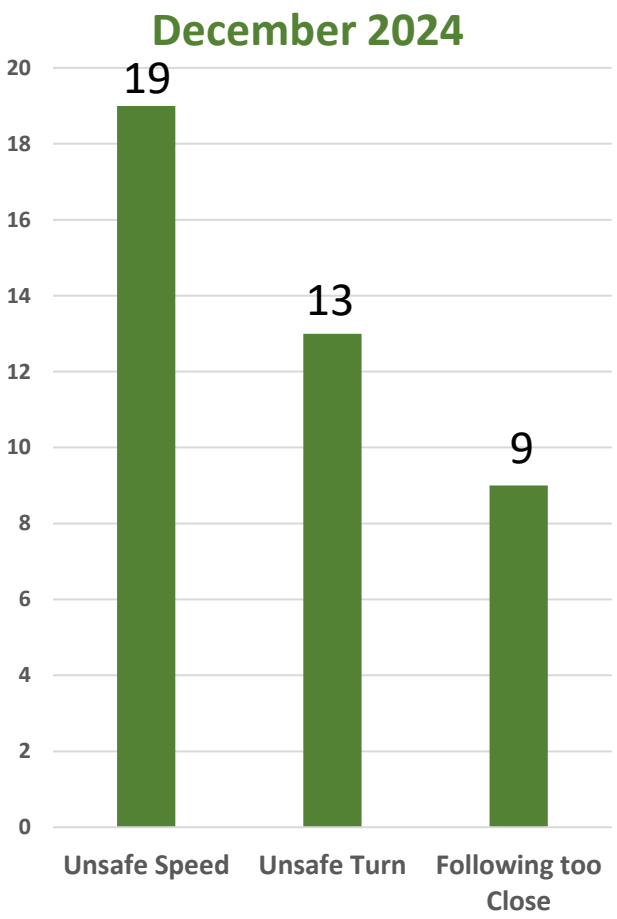
Traffic Collisions

	Oct	Nov	Dec
Total Collisions	36	28	41
Fatal Collisions	0	0	0
Total Citations	241	297	171

Primary Collision Factors







Questions?

CITY OF WILDOMAR
MEETING (CCR)
DEPARTMENT REPORT

Meeting Date: February 12, 2025

SUBJECT: Fire Department Quarterly Update

ACTION:
Receive and file.

FISCAL IMPACT:
As this is only an update on activities, there is no fiscal impact.

ATTACHMENTS:
1. Wildomar Fire Dept. Quarterly update 2024 Oct-Nov-Dec

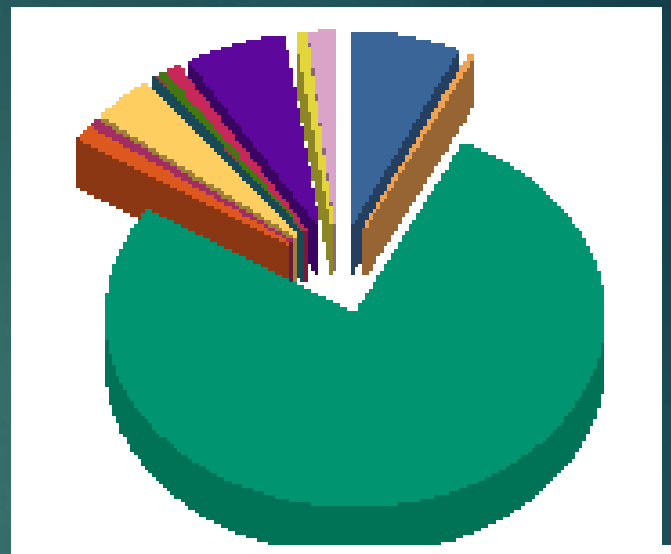
CITY OF WILDOMAR

2024 Quarterly Report

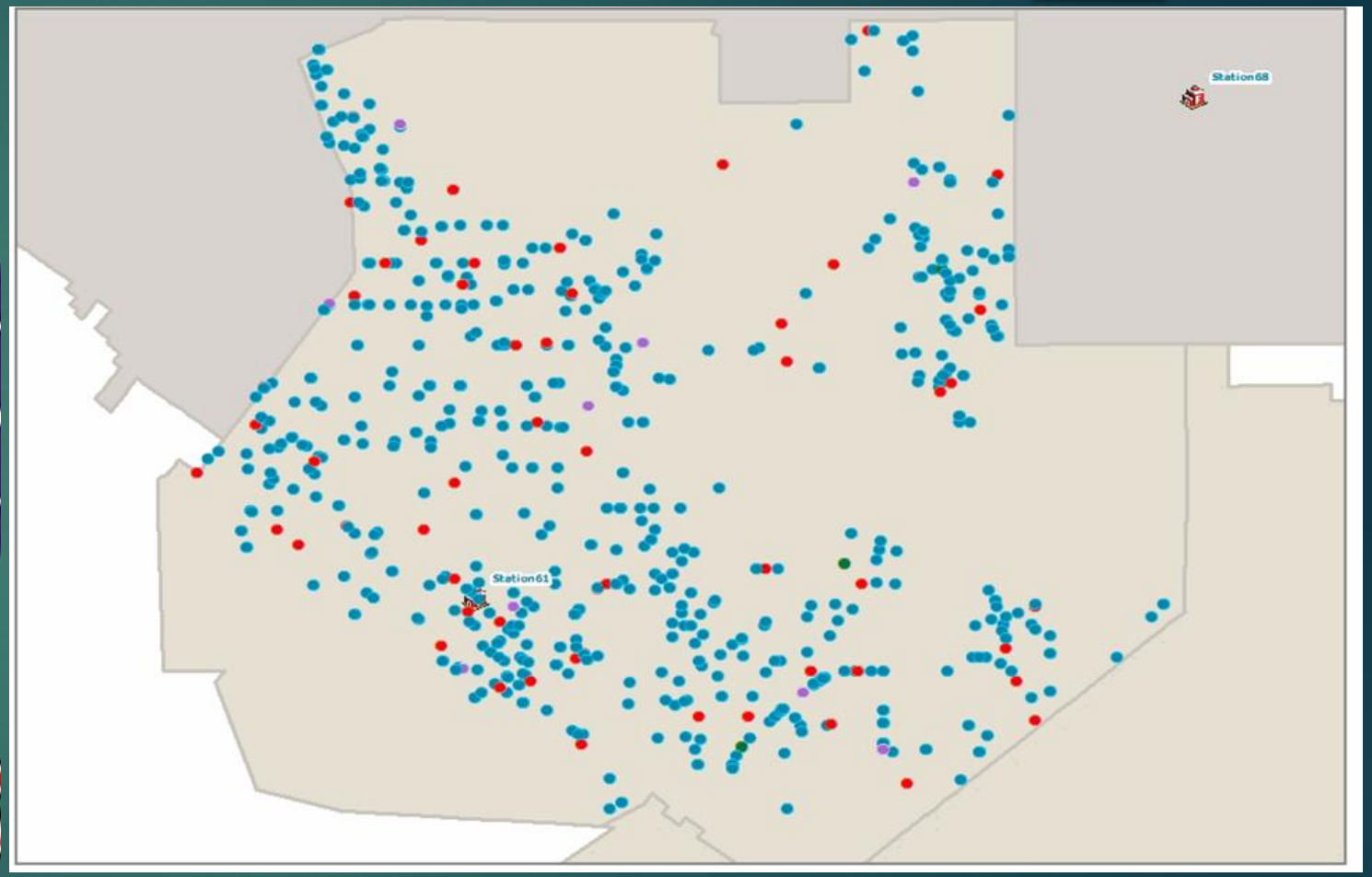
October, November, December

CALLS FOR SERVICE

- Emergency response time averaged 4.9 minutes.
- 1,081 Calls for Service
- Wildomar Fire Station 61 = 755
  - Fire Engine 61= 386
  - Medic Squad 61= 369
- Canyon Hills Fire Station: 44
- Menifee Fire Station: 113
- Rancho California Fire Station: 4
- Bear Creek Fire Station: 165



False Alarm	68	6.3%
Haz Mat	1	0.1%
Medical	861	79.6%
Multi-Fam Dwelling Fire	1	0.1%
Other Fire	6	0.6%
Other Misc	15	1.4%
Public Service Assist	37	3.4%
Res Fire	5	0.5%
Rescue	1	0.1%
Ringing Alarm	3	0.3%
Standby	6	0.6%
Traffic Collision	68	6.3%
Vehicle Fire	4	0.4%
Wildland Fire	5	0.5%
Total:	1,081	100.0%


Station68
Station61

Office of the Fire Marshal

Plan review:

- 71 Plan Reviews
- Average turn around time of 10 days

Fire Inspections:

- Averaged 2 day turn around time 100 percent of the time.

“Lake Elsinore” Fuel Break

LA Fire Assistance Given

CITY OF WILDOMAR
CAL FIRE/Riverside County Fire Quarterly Report

- Thank you.

- Presented by Division Chief Dustin Reed

CITY OF WILDOMAR
MEETING (CCR)
DEPARTMENT REPORT

Meeting Date: February 12, 2025

SUBJECT: Wildomar Library Quarterly Update

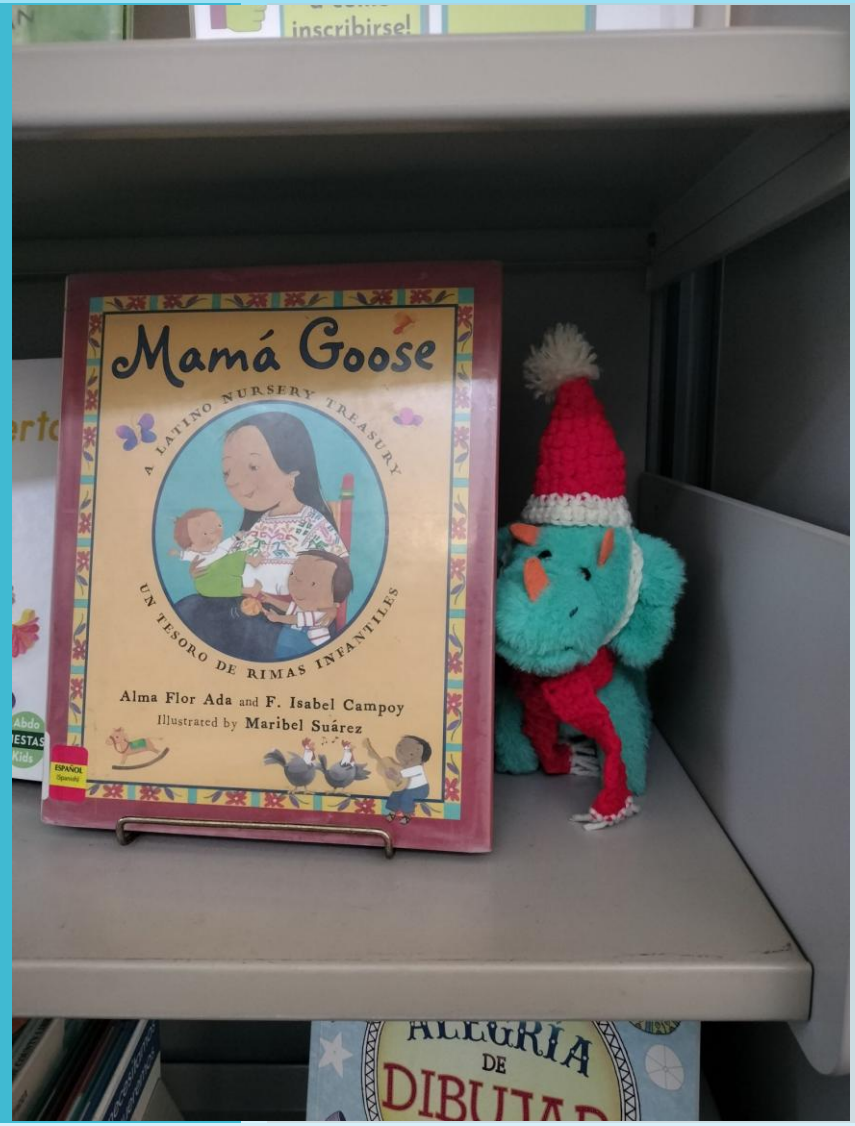
ACTION:
Receive and File.

FISCAL IMPACT:
As this is merely a report on activities, it does not have any fiscal impact.

ATTACHMENTS:
1. Wildomar Library Fourth Quarter 2024

Wildomar Library Report

Fourth Quarter:
October, November, December 2024



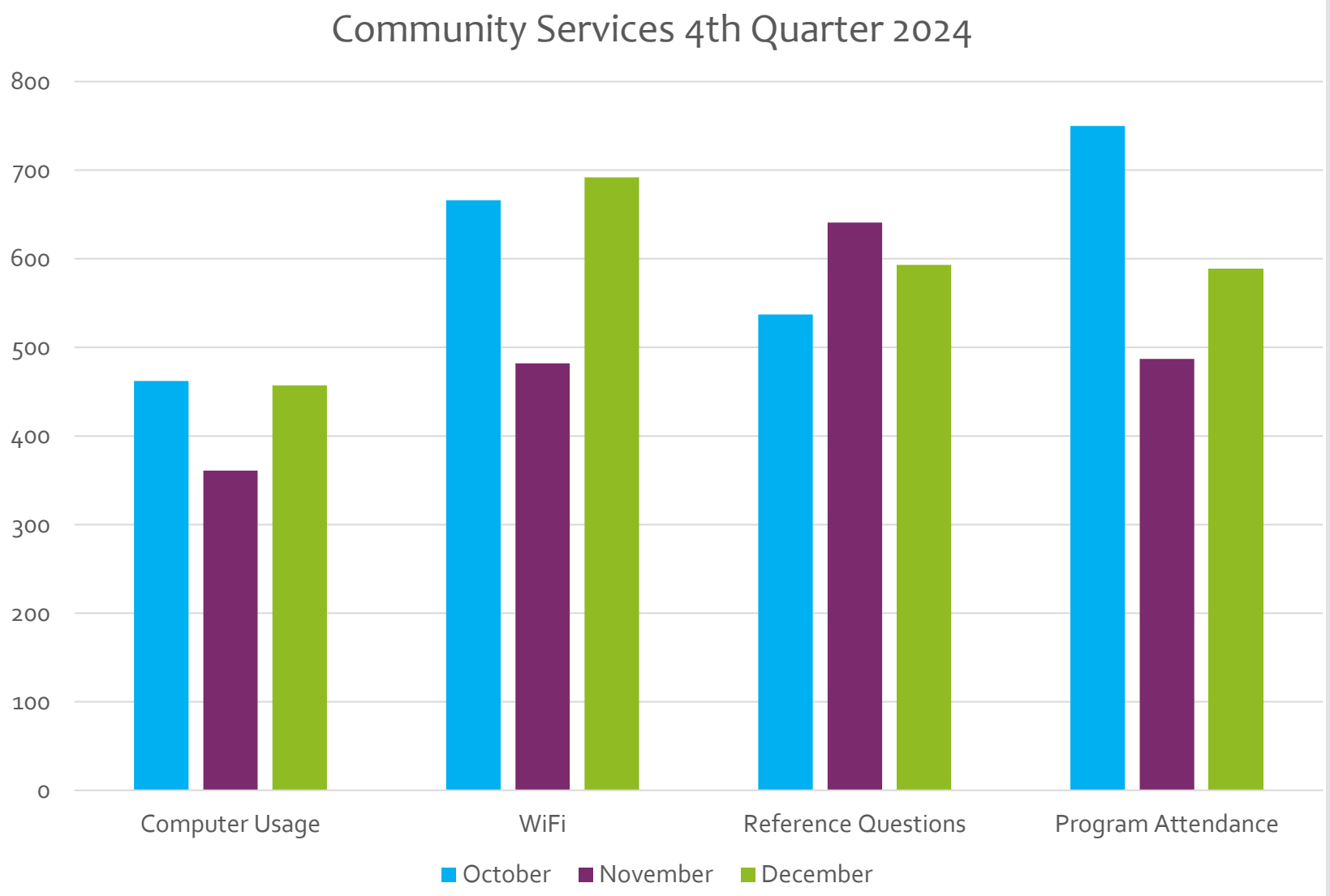
Community Services

Computer Sessions
462 / 361 / 457 = 1,280

WiFi Sessions
666 / 482 / 692 = 1840

Reference Questions
537 / 641 / 629 = 1807

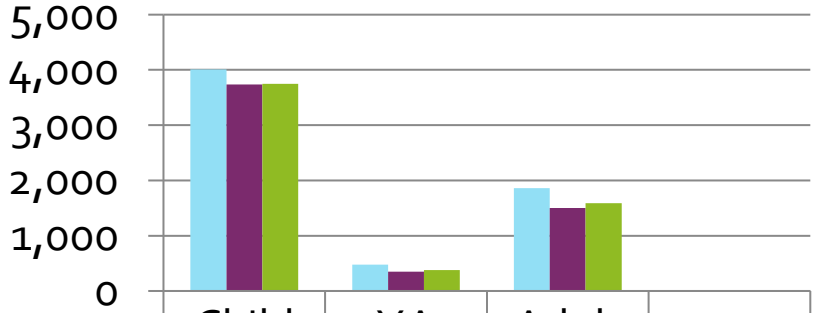
Program Attendance
651 / 462 / 444 = 1557



Literacy and Educational Services

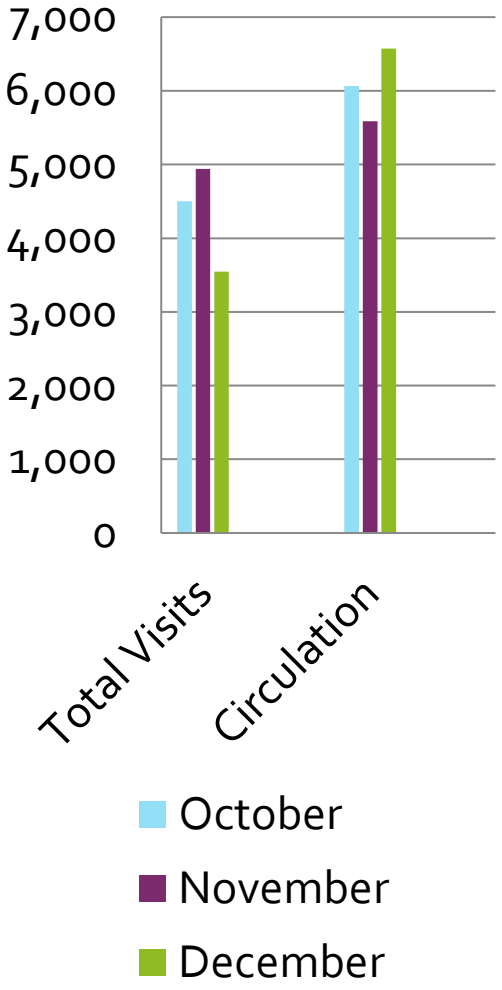
- Total Visits 4,500/4,939/ 3,547 = 12,986
- Circulation 6,063 / 5,588/ 5,673 = 17,324
- Programs 34/ 22 / 38 = 94
- New Memberships 62 / 65 / 65 = 192
- Total Open Hours 188 / 168 / 186 = 542

Circulation by Age Category



	Child	YA	Adult
October	4,010	478	1,863
November	3,738	351	1,499
December	3,746	379	1,589

Library Traffic



New and Upcoming Programs and Services

Fit Senior

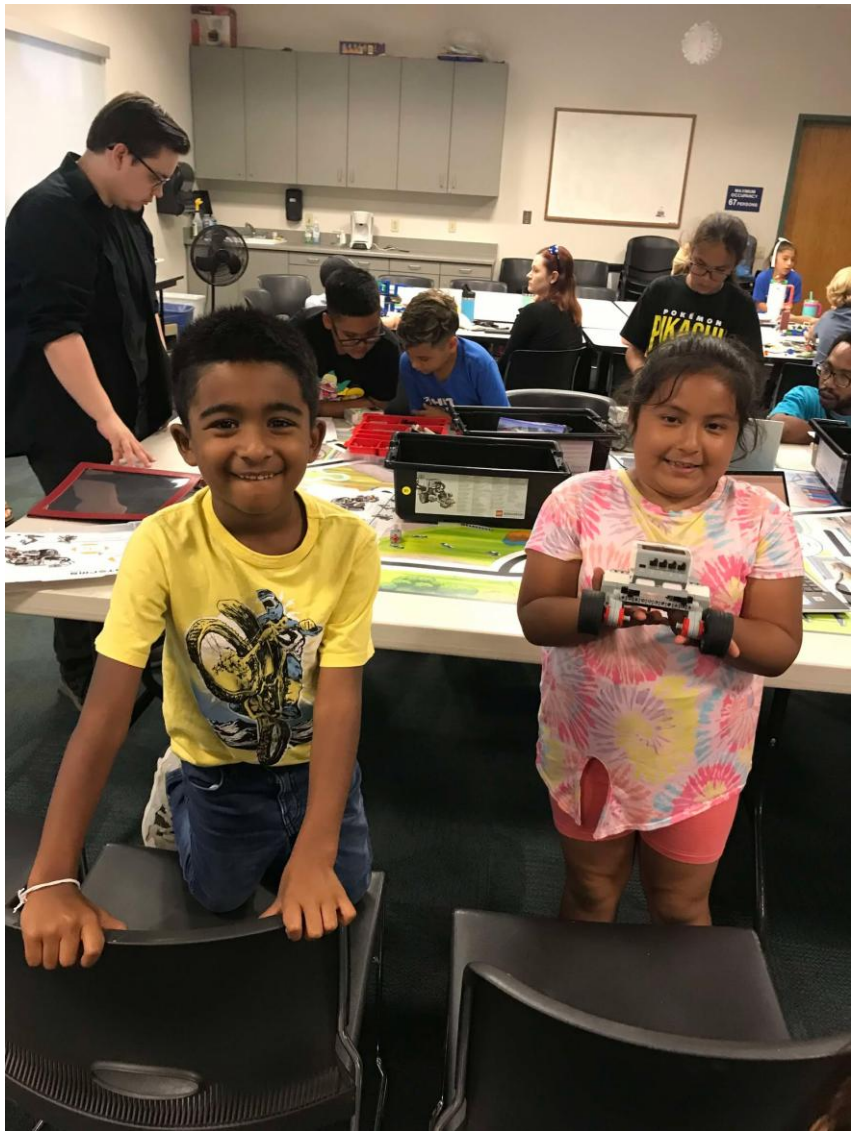
Exercise sessions with Certified Physical Trainer

Lunch at the Library

Providing supplemental food to ages 4-18 during High School Hang Out program 1st and 3rd Fridays. In partnership with UR Important, funding provided by the State of California

AARP Free Tax Prep

Free personal tax preparation by AARP trained volunteers



Contact Us!

Wildomar.Library@rivlib.net
951-471-3855

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CITY OF WILDOMAR
MEETING (CCR)
DEPARTMENT REPORT

Meeting Date: February 12, 2025

SUBJECT: Public Works/Engineering Department Quarterly Report

SUBMITTED BY: Jason Farag, Public Works Director

PREPARED BY: Jason Farag, Public Works Director

ACTION:
Receive and file the Quarterly Report for the Public Works/Engineering Department.

FISCAL IMPACT:
This only a report and therefore does not have any fiscal impact at this time.

ATTACHMENTS:
PW/ENG Department - Quarterly Report

Quarterly Department Report

Public Works/Engineering Department

February 12, 2025

Quarterly Department Report

CIP

- Palomar St. Widening/Cemetery Improvements
- Clinton Keith Rd. Widening
- Bundy Canyon Rd. Improvement Project
- 27-Acre and 20-Acre Parks
- Lateral C Basin and Storm Drain (RCFC)
- Harvest Way Traffic Signal

Development Engineering

- Bundy Canyon Plaza
- Avalino (DR Horton)
- Boulder Creek (Beazer Homes)
- Wildomar Commerce
- Marriot Hotel

Maintenance

- City Entrance/Welcome Signs
- Wildomar Trail Restriping
- Grand Ave. Trail
- Personnel and Staffing

Capital Improvement Projects

Palomar St. Widening/Cemetery Improvements

Project Advertised
(July 2024)

Bids Submitted
(Aug. 2024)

Contract Awarded
(Oct. 2024)

Construction Start
(Feb. 2025)

Construction Complete
(Nov. 2025)

Clinton Keith Rd. Widening

Project Advertisement
(Aug. 2025)

Bids Due
(Sept. 2025)

Contract Award
(Oct. 2025)

Construction Start
(Dec. 2025)

Construction Complete
(July 2026)

Note: Project Advertisement date is based on the expected date for the City to receive Environmental Permits for the Project from the applicable regulatory agencies (State Water Board, Fish and Wildlife, etc…).

Bundy Canyon Rd. Improvement Project (Segment 2)

Project Advertisement (May 2025)

Bids Due (June 2025)

Contract Award (Aug. 2025)

Construction Start (Jan. 2026)

Construction Complete (mid/late 2027)

Note: Project Advertisement is based on utility coordination completion by April. However, utility coordination is subject to the schedules of the utility agencies. If utility coordination extends beyond April, the City will adjust the project schedule accordingly.

27-Acre Park (Phase 1)

Project Advertisement (June 2025)

Bids Due (July 2025)

Contract Award (Aug. 2025)

Construction Start (Nov. 2025)

Construction Complete (July 2026)

20-Acre Park (Initial Public Access)

Project Advertisement (April 2025)

Bids Due (May 2025)

Contract Award (July 2025)

Construction Start (Sep. 2025)

Construction Complete (late 2025)

Note: This phase includes initial access to the public to use the park property for trail purposes, security fencing, parking areas, and minor irrigation upgrades. Future phases will include the full park improvements.

Harvest Way and Bundy Canyon Rd. Traffic Signal

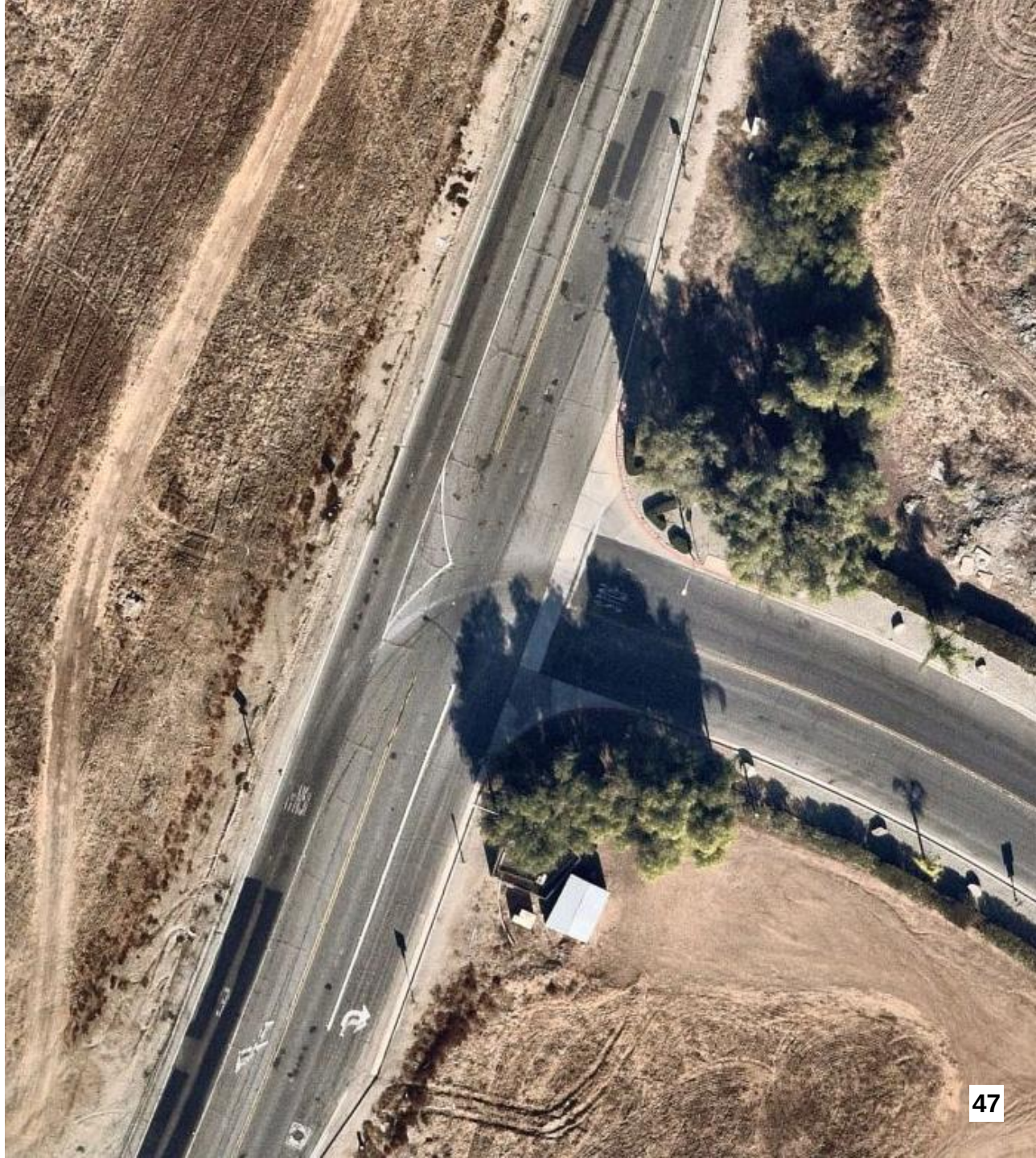
Project Advertisement (April 2025)

Bids Due (May 2025)

Contract Award (June 2025)

Construction Start (Aug. 2025)

Construction Complete (early 2025)



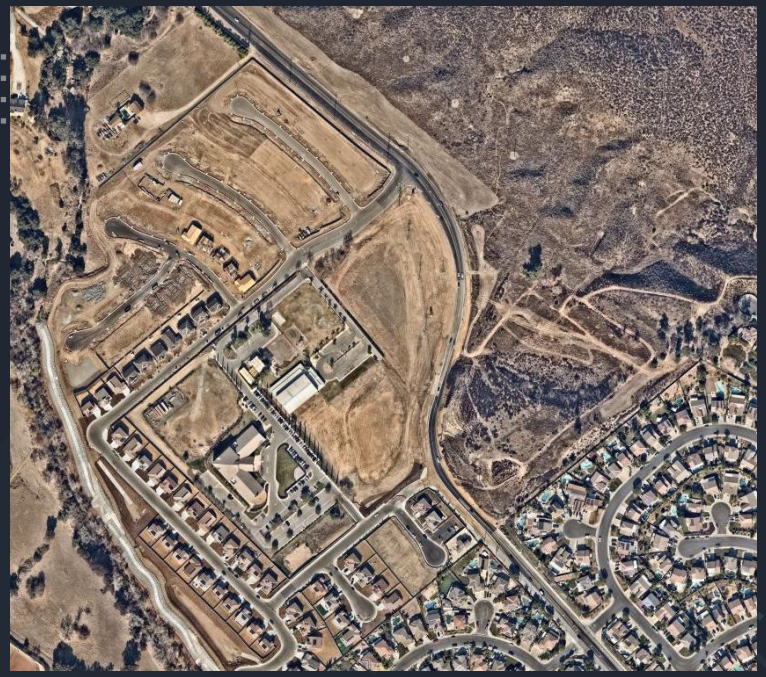
Lateral C Basin and Storm Drain

- Basin grading on-going.
- Storm drain construction on Monte Vista Dr. expected to begin February or March.
    - Construction on Monte Vista Dr. requires large equipment that will require extended lane closures or possible full road closures. Staff is working with Riverside County Flood Control and their contractor on this and will provide updates to the public once details are finalized, prior to any closures.
- Storm drain completion expected in April or May.

Development Engineering Projects

Bundy Canyon Plaza

- Raised Median
  - Remaining work includes landscaping and signage.
  - Traffic control with temporary lane closures anticipated over the next several weeks.
- Sellers Rd. Traffic Signal
  - Southern extension of Sellers Rd. (private street) in construction.
  - Traffic signal will be modified to allow for left turns into and out of the new road extension.
- On-site work on-going.



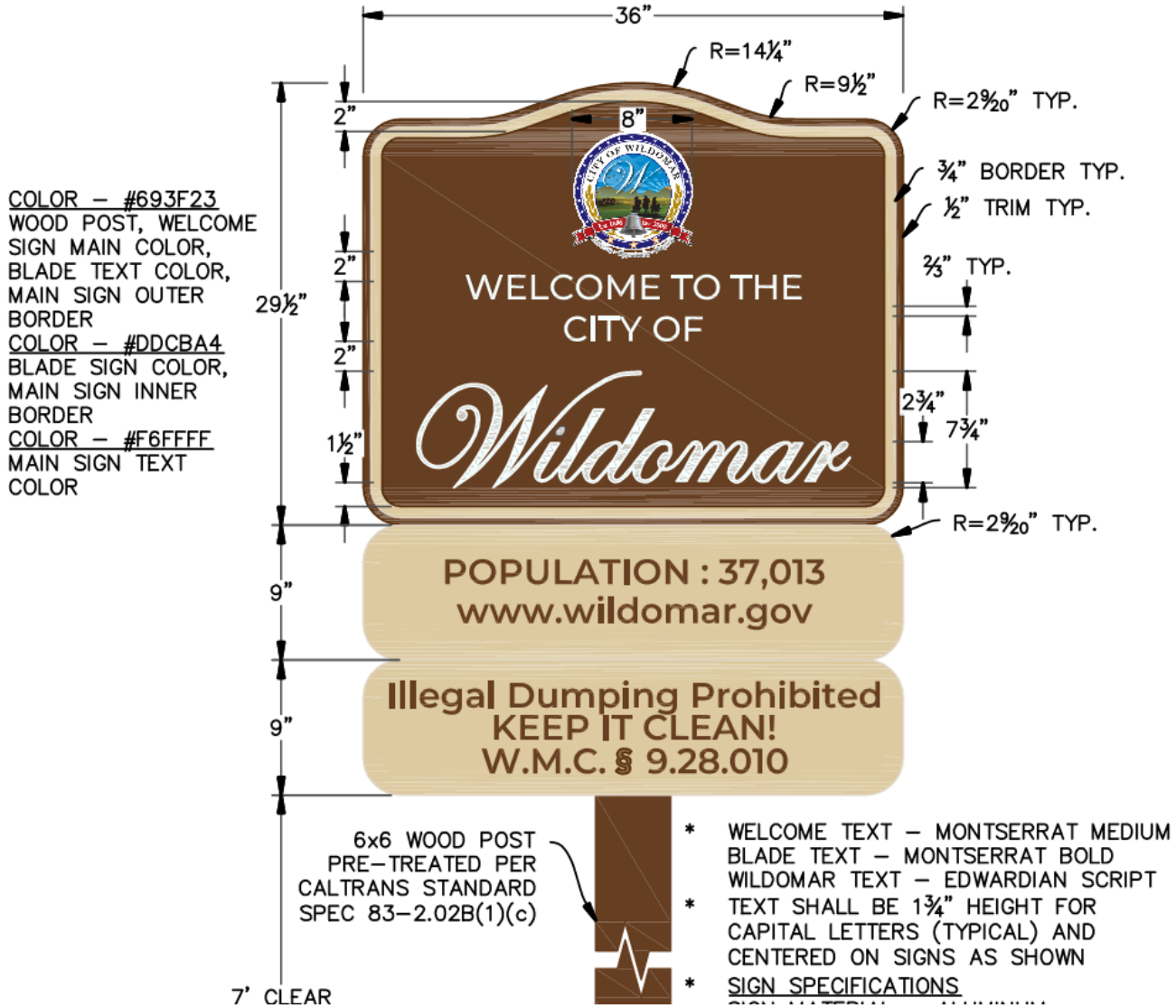
Other Development Projects

- Avalino (DR Horton)
  - Palomar St. improvements substantially completed.
  - Remaining improvements expected to have a minimal impact to traffic.
- Boulder Creek (Beazer Homes)
  - Palomar St. paving and striping complete.
  - McVicar St. Traffic Signal completed and operational.
  - Park is open for use.
  - Pet waste bag stations and waste bins still to be installed.
- Wildomar Commerce
  - Storm drain construction on-going on Elizabeth Ln., Bunny Trail, and Yamas Dr.

Public Works Maintenance

City Welcome Signs

- Standard detail/drawing is currently being finalized.
- City is receiving quotes from contractors for installation of the signs.
- Installation expected to be complete by April 2025.



Other Maintenance Items

Wildomar Trail Restriping

- Encroachment Permit submitted to Caltrans.
- Comments received from Caltrans on February 6, 2025.
- Upon Caltrans approval of the striping plans, the City will request quotes/bids from contractors for the work, select a contractor, and schedule the work.

Grand Ave. Trail

- Trail rope is being monitored.
- Restringing rope will be scheduled after the rainy season.

Traffic Signals

- Pricing has been obtained for traffic signal battery back-up systems.
- Costs will be evaluated as part of the FY 25/26 and FY 26/27 budget process.

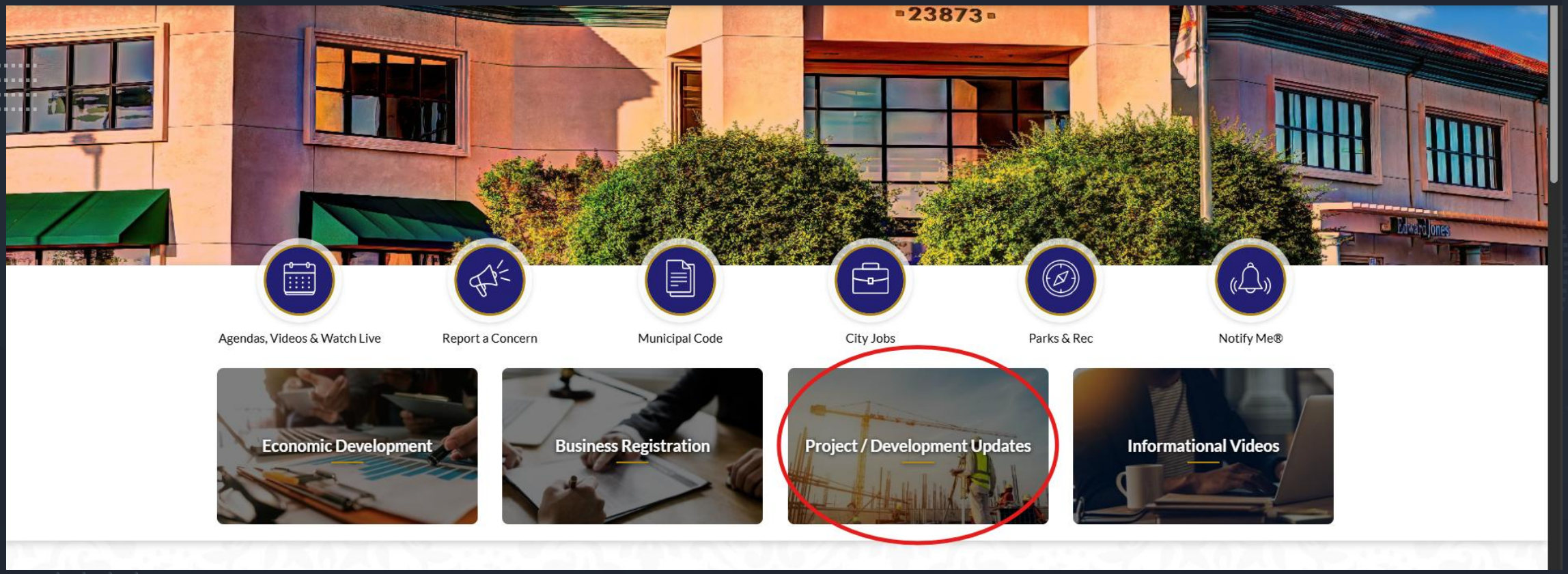
Personnel and Staffing

- City has hired a new Field Supervisor for Public Works Maintenance.
- Public Works Maintenance Worker recruitment is on-going.
- Goal is to transition to in-house City maintenance services by July 2025.

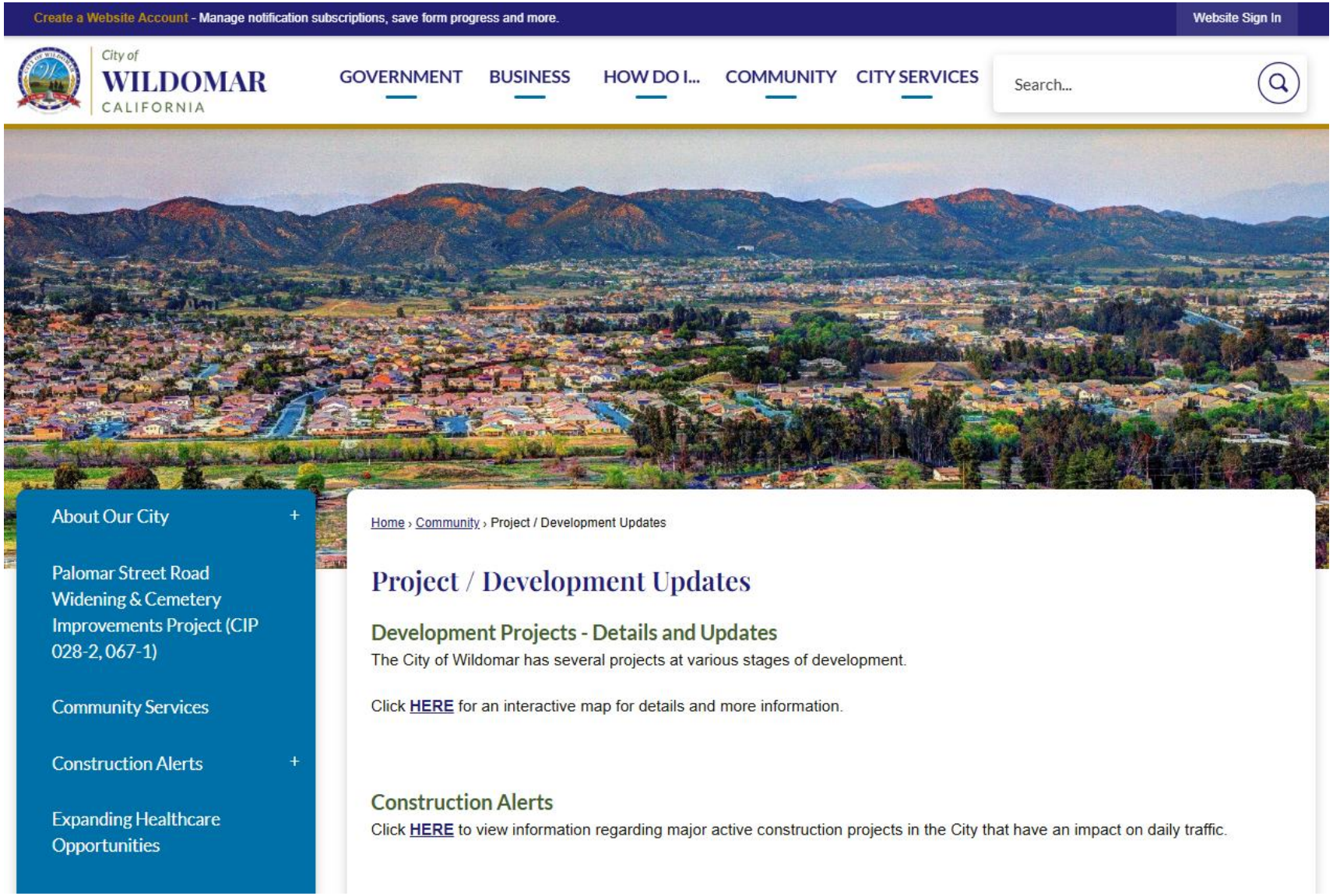
Project Updates Online

Project details and more regular project updates are available on the City's website.

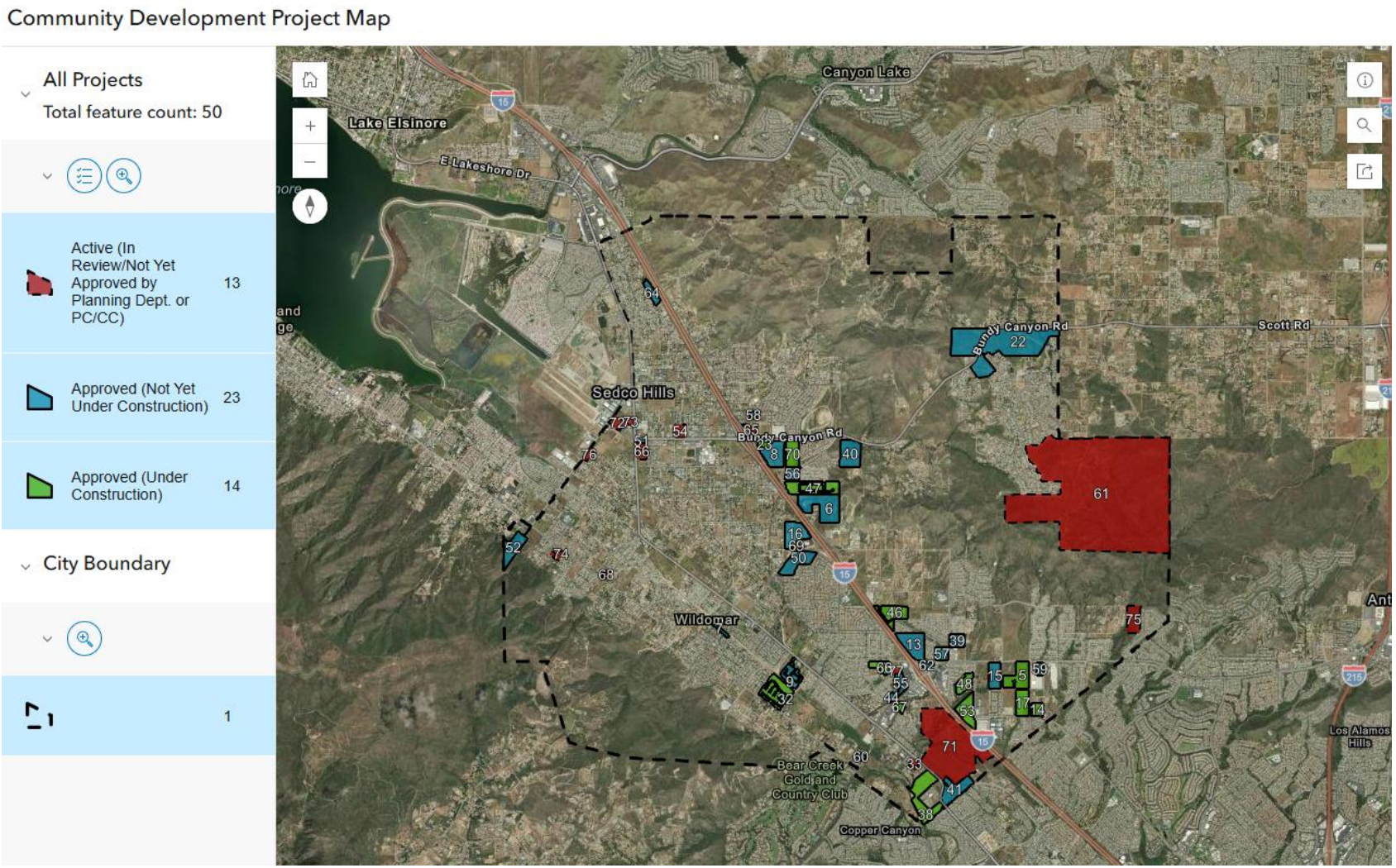
https://wildomar.gov/422/Project-Development-Updates



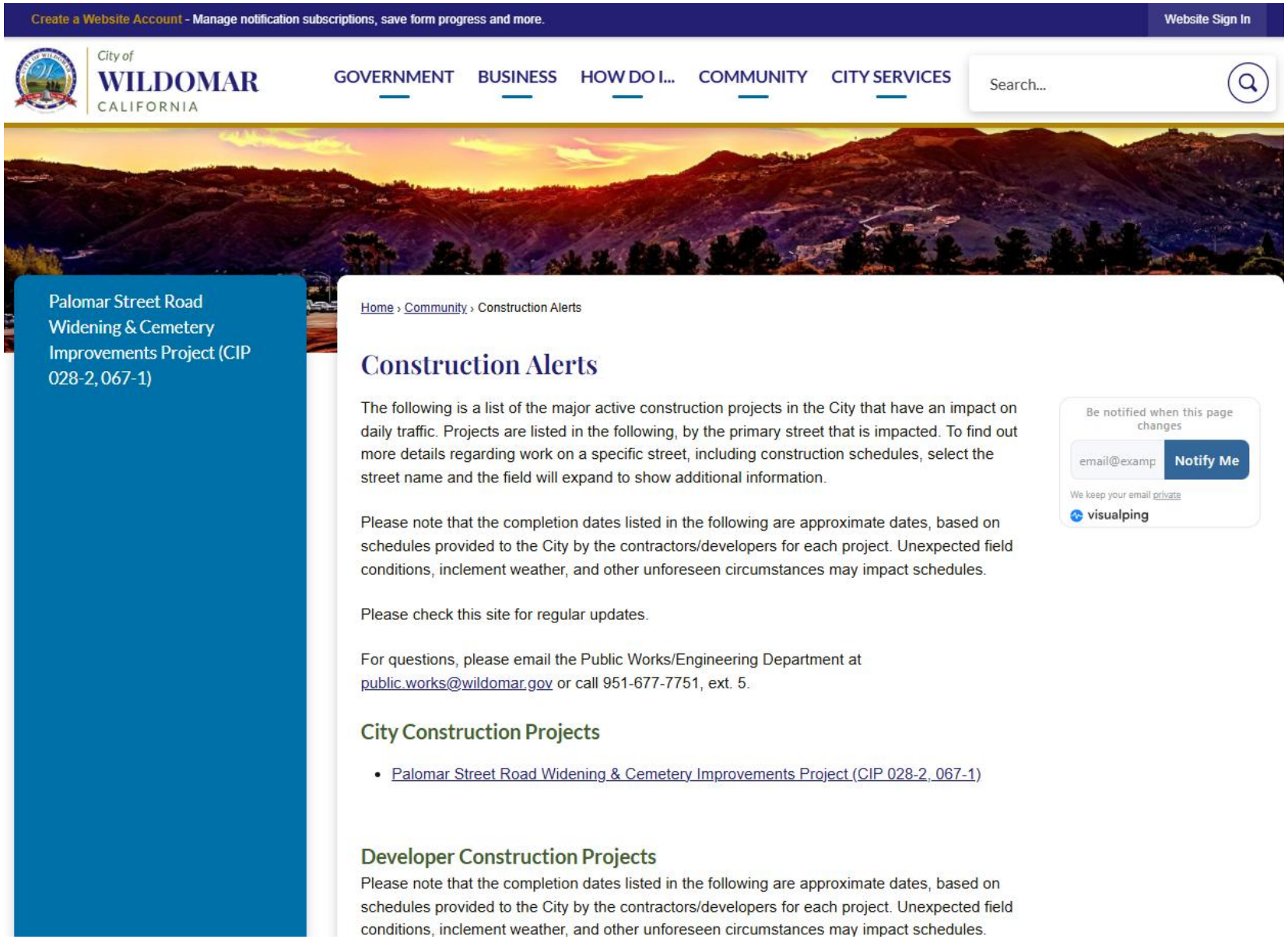
Project Updates Online



Project Updates Online



Project Updates Online



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Palomar Street Road Widening & Cemetery Improvements Project (CIP 028-2, 067-1)

Home › Community › Construction Alerts

Construction Alerts

The following is a list of the major active construction projects in the City that have an impact on daily traffic. Projects are listed in the following, by the primary street that is impacted. To find out more details regarding work on a specific street, including construction schedules, select the street name and the field will expand to show additional information.

Please note that the completion dates listed in the following are approximate dates, based on schedules provided to the City by the contractors/developers for each project. Unexpected field conditions, inclement weather, and other unforeseen circumstances may impact schedules.

Please check this site for regular updates.

For questions, please email the Public Works/Engineering Department at public.works@wildomar.gov or call 951-677-7751, ext. 5.

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City Construction Projects

- Palomar Street Road Widening & Cemetery Improvements Project (CIP 028-2, 067-1)

Developer Construction Projects

Please note that the completion dates listed in the following are approximate dates, based on schedules provided to the City by the contractors/developers for each project. Unexpected field conditions, inclement weather, and other unforeseen circumstances may impact schedules.

Questions

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.1
Meeting Date: February 12, 2025

SUBJECT: City Council Minutes - December 9, 2024 - Special Meeting

SUBMITTED BY: Janet Morales, City Clerk

ACTION:
Approve the minutes as presented.

ATTACHMENTS:
1. City Council Minutes 12-09-24

MINUTES
CITY OF WILDOMAR
CITY COUNCIL
MONDAY, DECEMBER 9, 2024
COUNCIL CHAMBERS
23873 CLINTON KEITH ROAD SUITE 106
WILDOMAR, CA, 92595

Special Closed Session: 5:30 P.M. | Special Meeting 6:00 P.M.

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

The Special Closed Session was cancelled.

CALL TO ORDER - SPECIAL MEETING - 6:00 P.M.

The Special Meeting of the Wildomar City Council was called to order by Mayor Moore at 6:05 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, and Dustin Nigg

Members absent: None.

Staff in attendance: City Manager York, City Attorney Jex, City Clerk Morales, Community Services Director Torres, Administrative Services Director Schrader, Community Development Director Bassi, Public Works Director Farag, Community Services Director Torres, Economic Development Director Davidson, Finance Manager Jantz, Code Enforcement Manager Berroteran and Human Resources and Risk Manager Wolf.

FLAG SALUTE

The flag salute was led by Councilmember Nigg.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Dustin Nigg; seconded by Ashlee DePhillippo to approve the agenda as presented.

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

A) SPECIAL ORDER OF BUSINESS

A.1) Declaring Election Results of the November 5, 2024 General Municipal Election

City Clerk Morales presented the staff report.

Veronica Langworthy, resident, provided public comment.

Moved by Dustin Nigg; seconded by Joseph Morabito to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 75
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024 DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

SWEAR IN COUNCIL MEMBERS

Mayor Bridgette Moore and Councilmember Dustin Nigg were sworn into office by their designees.

1) CONSENT CALENDAR

There were no items scheduled.

3) GENERAL BUSINESS

3.1) Appointment of Mayor and Mayor Pro Tempore for 2025

City Clerk Morales presented the staff report.

Moved by Dustin Nigg; seconded by Joseph Morabito to Appoint Ashlee DePhillippo as Mayor and Carlos Marquez as Mayor Pro Tem for calendar year 2025.

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

3.2) City Council City and Regional Committees, Commissions, and Board Appointments for 2025

City Clerk Morales presented the staff report.

Moved by Dustin Nigg; seconded by Ashlee DePhillippo to To make the following updates to the list of committees, commissions, and boards and update appointments:

Appoint Dustin Nigg and remove Carlos Marquez on the Intergovernmental Relations Subcommittee, Lake Elsinore Unified School District Subcommittee and Franchise Subcommittee.

Appoint Dustin Nigg and removed Ashlee DePhillippo as the alternate to the Riverside County Transportation Commission (RCTC).

Appoint Dustin Nigg and removed Ashlee DePhillippo as the alternate to the Southern California Association of Governments (SCAG).

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

2) PUBLIC HEARINGS

2.1) Envision Wildomar 2040: General Plan and Development Code Update - City Council consideration of an environmental impact report, general plan amendment, zoning ordinance amendment and change of zone

Mayor Bridgette Moore opened the public hearing.

Community Development Director Bassi and Jonathon Nettler, Placeworks, Inc., presented the staff report.

James Prestininzi, Herwood Building Supplies dba Bundy Canyon Super Storage, provided public comment in favor of the item.

Michael Capaldi provided public comment in favor of the item.

Ben J. Benoit, resident, provided public comment in favor of the item.

Moved by Dustin Nigg; seconded by Joseph Morabito to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 76
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, CERTIFYING THE ENVIRONMENTAL IMPACT REPORT (SCH# 2023090064), INCLUDING ADOPTION OF THE FINAL EIR CONSISTING OF 1) FINDINGS OF FACT, 2) STATEMENT OF OVERRIDING CONSIDERATIONS 3) RESPONSE TO PUBLIC COMMENTS AND 4) MITIGATION MONITORING AND REPORTING PROGRAM (MMRP) FOR GENERAL PLAN AMENDMENT NO. 2024-01; ZONING ORDINANCE AMENDMENT NO. 2024-01, AND CHANGE OF ZONE NO. 2024-01 (ENVISION WILDOMAR 2040 GENERAL PLAN UPDATE AND WILDOMAR DEVELOPMENT CODE UPDATE)

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Dustin Nigg; seconded by Carlos Marquez to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 77
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, AND APPROVING GENERAL PLAN AMENDMENT NO. 2024-01 ADOPTING A COMPREHENSIVE UPDATE TO THE EXISTING WILDOMAR GENERAL PLAN IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 65354

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Dustin Nigg; seconded by Joseph Morabito to Introduce and Approve for First Reading an Ordinance entitled:

ORDINANCE NO. 247
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, AND APPROVING ZONING ORDINANCE AMENDMENT NO. 2024-01 ADOPTING A COMPREHENSIVE UPDATE TO TITLE 17 (ZONING) OF THE WILDOMAR MUNICIPAL CODE ESTABLISHING THE NEW "WILDOMAR DEVELOPMENT CODE"

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Dustin Nigg; seconded by Carlos Marquez to Introduce and Approve for First Reading an Ordinance entitled:

ORDINANCE NO. 248
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, APPROVING CHANGE OF ZONE NO. 2024-01 TO CHANGE THE ZONING DESIGNATIONS (CONSISTENCY ZONING) FOR 3,490 PARCELS AND ADOPTING THE NEW WILDOMAR ZONING MAP RESULTING FROM THE APPROVAL OF GENERAL PLAN AMENDMENT NO. 2024-01 (ENVISION WILDOMAR 2040 GENERAL PLAN UPDATE) IN ACCORDANCE WITH GOVERNMENT CODE SECTION 65860; and include Attachment T, Errata Sheet of recommended changes.

Motion Approved: 5 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

ADJOURN THE CITY COUNCIL MEETING

There being no further business, Mayor Moore adjourned the City Council Meeting at 7:18 p.m.

Submitted by:

Janet Morales, CMC
City Clerk

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.2
Meeting Date: February 12, 2025

SUBJECT: City Council/Cemetery District Minutes - December 11, 2024

SUBMITTED BY: Janet Morales, City Clerk

ACTION:
Approve the minutes as presented.

ATTACHMENTS:
1. City Council Minutes 12-11-24

MINUTES
CITY OF WILDOMAR
CITY COUNCIL/CEMETERY DISTRICT
WEDNESDAY, DECEMBER 11, 2024
COUNCIL CHAMBERS
23873 CLINTON KEITH ROAD SUITE 106
WILDOMAR, CA, 92595

Closed Session: 5:00 PM | Regular Session 6:00 PM

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

The Regular Closed Session was called to order by Mayor Moore at 5:00 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, and Joseph Morabito

Members absent: Dustin Nigg

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9 (d)(1) to confer with legal counsel with regard to the following matter of pending litigation:

Alexa Hoecker et al v. City of Wildomar; case number CVME2403770

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

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.

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: Mayor Bridgette MooreUnrepresented employee: City Manager

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 Attorney

RECONVENE INTO OPEN SESSION

The City Council reconvened into open session at 6:00 p.m. with all members present, except for Councilmember Nigg.

ANNOUNCEMENTS

City Attorney Jex stated that in regards to the first item on the Closed Session agenda, the City Council voted unanimously (4-0) to defend the litigation. There were no reportable actions on the remaining items.

ADJOURN CLOSED SESSION

There being no further business, Mayor Moore adjourned the Closed Session at 6:02 p.m.

CALL TO ORDER – REGULAR SESSION - 6:00 P.M.

The Regular Meeting of the Wildomar City Council was called to order by Mayor Moore at 6:02 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, and Joseph Morabito

Members absent: Dustin Nigg

Staff in attendance: City Manager York, City Attorney Jex, Deputy City Clerk Jemane, Finance Manager Jantz, Administrative Assistant Rosales, Community Development Director Bassi, Public Works Director Farag, Economic Development Director Davidson, Code Enforcement Manager Berroteran and Human Resources and Risk Manager Wolf.

FLAG SALUTE

The flag salute was led by students from the Julia Lee Performing Arts Academy.

PRESENTATIONS

1. Recognition: City Sponsors for Special Events 2024
2. Recognition: Tri-City Gators Cheer Teams
3. Recognition: Julia Lee Performing Arts Academy
4. Holiday Light Home Decorating Contest 2024 Winners

DEPARTMENT REPORTS

Wildomar Library Quarterly Update - July - Sept. 2024

PUBLIC COMMENTS

The following individuals provided public comment on items not on the agenda:

1. Don Saunders, resident
2. Frans de Gruaff, resident

COUNCIL COMMUNICATIONS

The City Council members spoke regarding various committees, comm1ss1ons, and boards that they serve on locally and regionally and community events including:

1. Riverside Conservation Authority (RCA)
2. Riverside Transit Agency (RTA)
3. Riverside County Transportation Commission (RCTC)
4 League of California Cities
5. Southern California Association of Governments (SCAG)
6. Riverside County Habitat Conservation Agency (RCHCA)
7. Western Riverside Council of Governments (WRCOG)
8. Southwest Community Financing Authority (Animal Shelter)
9. Ad Hoc & Subcommittees
10. Community events
11. Regional events
12. Chamber of Commerce

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Joseph Morabito; seconded by Ashlee DePhillippo to approve the agenda as presented.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

1) CONSENT CALENDAR

Moved by Carlos Marquez; seconded by Ashlee DePhillippo to approve the Consent Calendar.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

1.1) City Council/Cemetery District Minutes - November 13, 2024.

Approved the minutes as presented.

1.2) November 2024 City Warrant Register

Approved the following:

For Fiscal Year 2024/2025:

1. Warrant Register dated 11-07-2024 in the amount of $23,074.96
2. Warrant Register dated 11-14-2024 in the amount of $584,377.26
3. Warrant Register dated 11-21-2024 in the amount of $142,963.58
4. Warrant Register dated 11-27-2024 in the amount of $82,463.17
5. Wire Transfer Register dated 11-30-2024 in the amount of $349,809.41
6. Payroll Register dated 12-01-2024 in the amount of $278,884.41

1.3) October 2024 City Treasurers Report

Approved the Treasurer's Report for October 2024.

1.4) 2nd Reading of Ordinance No. 243 for Development Agreement No. 24-0035

Adopted an Ordinance entitled:

ORDINANCE NO. 243
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A CATEGORICAL EXEMPTION IN ACCORDANCE WITH SECTION 15301 (CLASS 1) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), AND APPROVING APPROVAL OF DEVELOPMENT

AGREEMENT NO. 24-0035 TO ESTABLISH A RETAIL CANNABIS BUSINESS WITHIN AN 3,936 SQUARE-FOOT RETAIL LEASE SPACE IN THE CATT CROSSINGS RETAIL CENTER LOCATED AT 23825 CATT ROAD(APN: 380-240-001)

1.5) 2nd Reading of Ordinance amending Chapters 3.24, 2.08, and 3.28 of the Wildomar Municipal Code Related to Purchasing of Supplies and Equipment and Contracts for Professional Services

Adopted an Ordinance entitled:

ORDINANCE NO. 244
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING SECTIONS 3.24, 2.08, AND 3.28 TO THE MUNICIPAL CODE OF THE CITY OF WILDOMAR TO PROVIDE UPDATED GUIDANCE ON THE PURCHASE OF SUPPLIES AND EQUIPMENT AND CONTRACTING FOR PROFESSIONAL SERVICES

1.6) 2nd Reading of Ordinance 245 amending Chapter 3.32 of City of Wildomar Municipal Code to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act (CUPCCAA)

Adopted an Ordinance entitled:

ORDINANCE NO. 245
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTER 3.32 OF THE MUNICIPAL CODE OF THE CITY OF WILDOMAR TO PROVIDE INFORMAL AND FORMAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (SECTION 22000, ET SEQ. OF THE PUBLIC CONTRACT CODE)

1.7) 2nd Reading of Ordinance No. 246 amending Chapter 5.04 (Bingo) of the Wildomar Municipal Code related to Nonprofit Bingo Overhead per Senate Bill (SB) 1044

Adopted an Ordinance entitled:

ORDINANCE NO. 246
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTER 5.04 (BINGO) OF THE WILDOMAR MUNICIPAL CODE

1.8) TUMF Agreement Amendments for the Wildomar Trail and Bundy Canyon Rd. I-15 Interchange Projects

1. Authorized the City Manager to execute TUMF Agreement Amendments with the Western Riverside Council of Governments for the Wildomar Trail/I-15 Interchange Improvement and the Bundy Canyon Rd./I-15 Interchange Improvement Projects.

2. Approved a budget adjustment in Fund 503 (TUMF) to both decrease appropriations by $1,485,000 and decrease budgeted revenues by $1,485,000 for CIP 070 (Bundy Canyon Rd./I-15 Interchange Improvement Project).

3. Approved a budget adjustment in Fund 503 (TUMF) to both decrease appropriations by $1,485,000 and decrease budgeted revenues by $1,485,000 for CIP 074 (Wildomar Trail/I-15 Interchange Improvement Project).

1.9) Wildomar Cottages Affordable Housing Agreement and Declaration of Restrictive Covenants

Approved and authorized the City Manager to sign the Affordable Housing Agreement and Declaration of Restrictive Covenants regarding the Wildomar Cottages affordable housing project in substantially the same form as included in the agenda packet and authorize the City Manager to make modest adjustments as necessary.

1.10) Parcel Map No. 36612 Westpark Promenade Final Map Approval and Subdivision Improvement Agreement

1. Adopted a Resolution entitled:

RESOLUTION NO. 2024 - 78
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE FINAL MAP FOR TENTATIVE PARCEL MAP 36612 WESTPARK PROMENADE AND AUTHORIZING THE CITY MANAGER TO EXECUTE
THE SUBDIVISION IMPROVEMENT AGREEMENT

2. Authorized the City Manager to execute BMP Agreements with CRP/CWR Westpark Project, LLC for the Westpark Promenade development project.

1.11) Wildomar Commerce Center - Public Improvement Agreements and BMP Agreements

Authorized the City Manager to execute the BMP Agreements and Public Improvement Agreement with White Sable, LLC and Wildomar One, LLC (Developer) for Off-site Improvements for the Wildomar Commerce Center development project.

1.12) Amending the Organization, Objectives and Responsibilities of the Wildomar Community Parks Funding Measure (Measure Z) Citizen's Oversight Advisory Committee and Committee Member Volunteers Description.

Adopted a Resolution Entitled:

RESOLUTION NO. 2024 - 79

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REPEALING RESOLUTION NO. 2013-05 AND APPROVING A RESOLUTION ESTABLISHING THE ORGANIZATION, OBJECTIVES AND RESPONSIBILITIES OF A WILDOMAR COMMUNITY PARKS FUNDING MEASURE CITIZEN'S OVERSIGHT ADVISORY COMMITTEE AND COMMITTEE MEMBER VOLUNTEERS DESCRIPTION

1.13) Amending the Organization, Objectives and Responsibilities of the Measure AA Citizen's Oversight Advisory Committee and Committee Member Volunteers Description.

Adopted a Resolution entitled:

RESOLUTION NO. 2024 - 80
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REPEALING RESOLUTION NO. 2019-12 AND APPROVING A RESOLUTION ESTABLISHING THE ORGANIZATION, OBJECTIVES AND RESPONSIBILITIES OF A WILDOMAR MEASURE AA CITIZEN'S OVERSIGHT ADVISORY COMMITTEE AND COMMITTEE MEMBER VOLUNTEERS DESCRIPTION

1.14) Third Amendment to Agreement with Architerra Design Group for the 20-Acre Park Project (CIP 099)

Authorized the City Manager to execute the Third Amendment to the Agreement with Architerra Design Group for the 20-Acre Park Project for an amount not to exceed $3,100.

1.15) First Amendment to Agreement for The Collection and Transportation of Solid Waste, Recyclable Materials, Organic Waste, and Construction and Demolition Debris (Collection Services) and other Specified Services with CR&R

Authorized the City Manager to execute the First Amendment to the Agreement for The Collection and Transportation of Solid Waste, Recyclable Materials, Organic Waste, and Construction and Demolition Debris (Collection Services) and other Specified Services with CR&R.

1.16) First Amendment to Agreement with HdL Software for Business Registration Management: One-Year Extension of Time and Revision to Scope of Services

Approved First Amendment for City Manager's signature.

1.17) Agreement with Southern California Edison (SCE) for Utility Relocation Design for the Bundy Canyon Rd. Improvement Project, Segment 2 (CIP 026-2)

Authorized the Public Works Director to sign the Preliminary Design and Engineering Agreement with Southern California Edison for the

design of utility relocations for the Bundy Canyon Rd. Improvement Project, Segment 2.

2) PUBLIC HEARINGS

2.1) Allocation of Community Development Block Grant (CDBG) Funds for Fiscal Year 2025/2026 Program Year

Associate Engineer Luna presented the staff report.

Moved by Carlos Marquez; seconded by Ashlee DePhillippo to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 81
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING THE ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR FISCAL YEAR 2025 / 2026

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3) GENERAL BUSINESS

3.1) Provide an Additional Health Benefit Allotment for Employees Covering One or More Dependents, Using Current Excess Budgeted Health Benefit Allotment

Human Resources and Risk Manager Wolf presented the staff report.

Moved by Joseph Morabito; seconded by Carlos Marquez to Adopt a resolution entitled:

RESOLUTION NO. 2024 - 82
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, PROVIDING ADDITIONAL HEALTH BENEFIT ALLOTMENT FOR PLAN YEAR 2025 USING CURRENT BUDGETED FUNDS FOR HEALTH PREMIUMS

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3.2) Amend the Existing Pay Plan to Bring All Classification Compensations to Median and Add New Classifications, Add New Position Classification Descriptions, and Revise the Position Classification Schedule

Human Resources and Risk Manager wolf presented the staff report.

Andy Morris, resident, provided public comment.

Moved by Joseph Morabito; seconded by Carlos Marquez to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 83
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING FIVE NEW CLASSIFICATION DESCRIPTIONS; APPROVING THE POSITION CLASSIFICATION SCHEDULE TO INCLUDE FIVE NEW CLASSIFICATIONS, REMOVING THE PRINCIPAL ENGINEER/CITY ENGINEER CLASSIFICATION, AND ADD THE RETIRED ANNUITANT TITLES; AND AMENDING THE EXISTING PAY PLAN TO INCLUDE THESE POSITIONS, AS WELL AS BRING ALL POSITION COMPENSATIONS UP TO MARKET MEDIAN AND ADJUST FOR COMPACTION BY JANUARY 1, 2026

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3.3) FY2024-25 1st Quarter Budget Report

Finance Manager Jantz presented the staff report.

Don Saunders, resident, provided public comment.

Moved by Ashlee DePhillippo; seconded by Carlos Marquez to Review and approve the Fiscal Year 2024-25 1st Quarter Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2024 - 84
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING ADJUSTMENTS TO THE FY2024-25 BUDGETED REVENUES AND EXPENSES AND ADOPTING A REVISED SCHEDULE OF AUTHORIZED POSITIONS

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None

Abstain: None
Absent: Dustin Nigg

3.4) Planning Commission Appointments

Community Development Director Bassi presented the staff report.

Moved by Bridgette Moore to Remove Commissioner Bernard from office and direct the City Clerk to advertise per Section 2.24.020 of the Wildomar Municipal Code.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3.5) Community Services 2025 Special Events, Partnerships, and Activities

Administrative Assistant Rosales presented the staff report.

Moved by Carlos Marquez; seconded by Joseph Morabito to Approve the Community Services 2025 Special Events Calendar.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

CITY MANAGER REPORT

City Manager York presented the staff report.

FUTURE AGENDA ITEMS

Added:

Street Lighting Options for neighborhoods that don't currently have lighting - Marquez

ADJOURN THE CITY COUNCIL MEETING

There being no further business, Mayor Moore adjourned the City Council Meeting at 8:27 p.m

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

The Regular Meeting of the Wildomar Cemetery District Meeting was called to order by Chair Moore at 8:27 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, and Joseph Morabito

Members absent: Dustin Nigg

PUBLIC COMMENTS

There were no public comments.

BOARD COMMUNICATIONS

There were no board communications.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Carlos Marquez; seconded by Joseph Morabito to approve approve the agenda as presented.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

4) CEMETERY CONSENT CALENDAR

4.1) City Council/Cemetery District Minutes - November 13, 2024.

Approved the minutes as presented.

4.2) November 2024 Cemetery Warrant Register

Approved the following:

For Fiscal Year 2024/2025
1. Warrant Register dated 11-07-2024 in the amount of $249.54
2. Warrant Register dated 11-14-2024 in the amount of $1,529.99
3. Warrant Register dated 11-21-2024 in the amount of $3,593.06
4. Warrant Register dated 11-27-2024 in the amount of $573.64

4.3) October 2024 Cemetery Treasurers Report

Approved the Treasurer's Report for October 2024.

4.4) Resolution opting in to CUPCCAA for the Cemetery District to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act.

Adopted a resolution entitled:

RESOLUTION NO. WCD2024 - 02
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WILDOMAR CEMETERY DISTRICT IN THE MATTER OF UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

Moved by Joseph Morabito; seconded by Carlos Marquez to approve the Cemetery Consent Calendar.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

5) CEMETERY PUBLIC HEARINGS

There were no public hearings scheduled.

6) CEMETERY GENERAL BUSINESS

There were no general business items scheduled.

GENERAL MANAGER REPORT

There was no general manager report.

FUTURE AGENDA ITEMS

There were no future agenda items added.

ADJOURN THE WILDOMAR CEMETERY DISTRICT MEETING

There being no further business, Chair Moore adjourned the Wildomar Cemetery District Meeting at 8:29 p.m.

Submitted by:

Janet Morales, CMC
City Clerk

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.3
Meeting Date: February 12, 2025

SUBJECT: City Council/Cemetery District Minutes - January 15, 2025

SUBMITTED BY: Janet Morales, City Clerk

ACTION:
Approve the minutes as presented.

ATTACHMENTS:
1. City Council Minutes 1-15-25

MINUTES
CITY OF WILDOMAR
CITY COUNCIL/CEMETERY DISTRICT
WEDNESDAY, JANUARY 15, 2025
COUNCIL CHAMBERS
23873 CLINTON KEITH ROAD SUITE 106
WILDOMAR, CA, 92595

Closed Session: 5:00 PM | Regular Session 6:00 PM

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

The Regular Closed Session was called to order by Mayor DePhillippo at 5:03 p.m.

ROLL CALL

Members in attendance: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, and Joseph Morabito

Members absent: Dustin Nigg

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

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

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: Mayor Ashlee DePhillippo
Unrepresented employee: City Manager

RECONVENE INTO OPEN SESSION

The City Council reconvened into open session at 6:04 p.m. with all members present.

ANNOUNCEMENTS

City Attorney Jex stated there were no reportable actions.

ADJOURN CLOSED SESSION

There being no further business, Mayor DePhillippo adjourned the Closed Session at 6:04 p.m.

CALL TO ORDER – REGULAR SESSION - 6:00 P.M.

The Regular Meeting of the Wildomar City Council was called to order by Mayor DePhillippo at 6:05 p.m. Mayor DePhillippo stated that due to the unstable electrical power situation at City Hall and in the City, the City Council will proceed with a modified agenda.

Moved by Dustin Nigg; seconded by Bridgette Moore to amend the agenda with the following changes:
1. Vote on the Consent Calendar and General Business Agenda Item # 3.2.
2. Move public comments not on the agenda to be heard after General Business.
3. Postpone Presentations, General Business Items # 3.1, 3.3 and 3.4 and Council Communications.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

ROLL CALL

Members in attendance: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, and Dustin Nigg

Members absent: None.

Staff in attendance: City Manager York, City Attorney Jex, City Clerk Morales, Community Services Director Torres, Administrative Services Director Schrader, Economic Development Director Davidson, Public Works Director Farag, Finance Manager Jantz, Code Enforcement Manager Berroteran and Human Resources and Risk Manager Wolf.

FLAG SALUTE

The flag salute was led by Mayor Pro Tem Marquez.

PRESENTATIONS

The following presentations were postponed to February 12, 2025:

1. Recognition of outgoing Mayor for 2024 - Bridgette Moore
2. Proclamation: Former Planning Commissioner - Kim Strong
3. Recognition: General Plan Technical Advisory Committee Members
4. Recognition: California Tap Company

DEPARTMENT REPORTS

There were no department reports.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Dustin Nigg; seconded by Bridgette Moore to approve the agenda as modified.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

1) CONSENT CALENDAR

Kenny Mayes, resident, with time donated by Lynne Mayes, resident, provided public comment.

Moved by Dustin Nigg; seconded by Bridgette Moore to approve the Consent Calendar.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

1.1) December 2024 City Warrant Register

Approved the following:

For Fiscal Year 2024/2025:
1. Warrant Register dated 12-05-2024 in the amount of $271,210.69
2. Warrant Register dated 12-12-2024 in the amount of $365,951.09
3. Warrant Register dated 12-19-2024 in the amount of $1,287,695.72
4. Wire Transfer Register dated 12-31-2024 in the amount of $31,924.70
5. Payroll Register dated 01-03-2025 in the amount of $663,136.22.

1.2) November 2024 City Treasurers Report

Approved the Treasurer's Report for November 2024.

1.3) 2nd Reading of Ordinance No. 247 (ZOA 2024-01) and Ordinance No. 248 (CZ 2024-01)

Adopted the following Ordinances entitled:

ORDINANCE NO. 247
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, AND APPROVING ZONING ORDINANCE AMENDMENT NO. 2024-01 ADOPTING A COMPREHENSIVE UPDATE TO TITLE 17 (ZONING) OF THE WILDOMAR MUNICIPAL CODE ESTABLISHING THE NEW "WILDOMAR DEVELOPMENT CODE"

ORDINANCE NO. 248
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, APPROVING CHANGE OF ZONE NO. 2024-01 TO CHANGE THE ZONING DESIGNATIONS (CONSISTENCY ZONING) FOR 3,480 PARCELS AND ADOPTING THE NEW WILDOMAR ZONING MAP RESULTING FROM THE APPROVAL OF GENERAL PLAN AMENDMENT NO. 2024-01 (ENVISION WILDOMAR 2040 GENERAL PLAN UPDATE) IN ACCORDANCE WITH GOVERNMENT CODE SECTION 65860

1.4) FY2023-24 Annual Development Impact Fee Report and Five Year Report

1. Received and filed the Annual report for the Development Impact Fees for the Fiscal Year Ending June 30, 2024.

2. Received and filed the 5-Year report for the Development Impact Fees for the Fiscal Year Ending June 30, 2024, which forecasts the next 5 years.

1.5) Acceptance of FY2023-24 Measure AA Annual Report

Approved the Measure AA Oversight Advisory Committee Annual Report for FY 2023-24.

1.6) Acceptance of FY2023-24 Annual Comprehensive Financial Report

Received and filed the FY2023-24 Annual Comprehensive Financial Report.

1.7) Resolution Approving Certain Contracts And Authorizing the City Manager to Execute the Preapproved Contracts

Adopted a resolution entitled:

RESOLUTION NO. 2025 -01
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CERTAIN CONTRACTS AS TO FORM AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE PREAPPROVED CONTRACTS

1.8) Cooperative Funding Agreement with Elsinore Valley Municipal Water District (EVMWD) for the Construction of the Palomar St. Widening Project, Phase 2 (CIP 028-2)

Authorized the City Manager to execute the Cooperative Funding Agreement with Elsinore Valley Municipal Water District (EVMWD) for the Palomar Street Widening Project, Segment 2 (CIP 028-2)

1.9) Fourth Amendment to Agreement with RRM Design Group, Inc., for the 27-Acre Park Project (CIP 062-1)

1. Authorized the City Manager to execute the Fourth Amendment to the Agreement with RRM Design Group for the 27-Acre Park Project for an amount not to exceed $66,352.

2. Approved a supplemental appropriation for Fund 201 (Measure A) to add $13,900 in expenditures.

1.10) Amendment of City Personnel Rules, Updating the Harassment, Discrimination and Retaliation Prevention Policy, Designating Three Supervisory Roles as Non-Exempt, and Adopting an Updated Position Classification Schedule and Updated Pay Plan to Reflect the Non-Exempt Status

Adopted Resolutions entitled:

RESOLUTION NO. 2025 - 02
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE REVISION OF THE CITY'S PERSONNEL RULES AND REGULATIONS AND APPROVING THE UPDATE TO THE HARASSMENT, DISCRIMINATION AND RETALIATION PREVENTION POLICY

RESOLUTION NO. 2025 - 03
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REVISING THE POSITION CLASSIFICATION SCHEDULE TO DESIGNATE THE CODE ENFORCEMENT SUPERVISOR, BUILDING INSPECTION SUPERVISOR AND SUPERVISING PUBLIC WORKS INSPECTOR CLASSIFICATIONS AS NON-EXEMPT; AND AMENDING THE EXISTING PAY PLAN

1.11) Tri-Party Consultant Service Agreement for the Paragon Framing Industrial Project Mitigated Negative Declaration (PLN 24-0086)

1. Authorized the City Manager to execute a Tri-Party Consultant Services Agreement (Attachment A) between the City of Wildomar, Lakeside Properties CA, LLC and PlaceWorks, Inc. for preparation of a Mitigated Negative Declaration for the Paragon Framing Industrial Project; and

2. Authorized the City Manager to execute a Consultant Services Agreement/Contract between the City of Wildomar and PlaceWorks, Inc. for preparation of a Mitigated Negative Declaration for the Paragon Framing Industrial Project.

1.12) Acceptance of FY2023-24 Measure Z Annual Report

Approved the Measure Z Oversight Advisory Committee Annual Report for FY 2023-24.

1.13) Adoption of 2025 Annual Investment Policy

Adopted a Resolution entitled:

RESOLUTION 2025 - 04
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A STATEMENT OF INVESTMENT POLICY FOR 2025

2) PUBLIC HEARINGS

There were no public hearings.

3) GENERAL BUSINESS

3.1) FY2025-26 and FY2026-27 Biennial Budget Goals Discussion

Removed from the agenda.

3.2) Planning Commission Appointments

City Clerk Morales presented the staff report.

Nolan King, resident, provided public comment.

Rene Cambero, resident, provided public comment.

Moved by Bridgette Moore; seconded by Joseph Morabito to appoint Rene Cambero as Councilmember Moore's Planning Commissioner for a term ending December 2028.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Dustin Nigg; seconded by Bridgette Moore to appoint Charles Golden III as Councilmember Nigg's Planning Commissioner for a term ending December 2028.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Carlos Marquez; seconded by Joseph Morabito to appoint Nolan King as Mayor Pro Tem Marquez' Planning Commissioner for a term ending December 2026.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Ashlee DePhillippo; seconded by Dustin Nigg to appoint Brianna Bernard as Mayor DePhillippo's Planning Commissioner for a term ending December 2026.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

3.3) Cannabis Code Changes Discussion (Future Agenda Item)

Removed from the agenda.

3.4) Initiate Discussion Regarding Naming Criteria for Future Parks

Removed from the agenda.

PUBLIC COMMENTS

The following individuals provided public comments not on the agenda:

1. Stephanie Romo, Sycamore Academy

COUNCIL COMMUNICATIONS

Removed from the agenda.

CITY MANAGER REPORT

There was no report given.

RECONVENE INTO CLOSED SESSION

The City Council reconvened into Closed Session.

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

The Regular Meeting of the Wildomar Cemetery District Meeting was called to order by Chair DePhillippo at 6:27 p.m.

ROLL CALL

Members in attendance: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, and Dustin Nigg

Members absent: None.

PUBLIC COMMENTS

There were no public comments.

BOARD COMMUNICATIONS

Councilmember Nigg provided communication.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Dustin Nigg; seconded by Joseph Morabito to approve the agenda as presented.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

4) CEMETERY CONSENT CALENDAR

Moved by Dustin Nigg; seconded by Joseph Morabito to approve the Cemetery Consent Calendar.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

4.1) December 2024 Cemetery District Warrant Register

Approved the following:

For Fiscal Year 2024/2025:
1. Warrant Register dated 12-05-2024 in the amount of $28.91
2. Warrant Register dated 12-12-2024 in the amount of $3,803.45
3. Warrant Register dated 12-19-2024 in the amount of $2,842.49.

4.2) November 2024 Cemetery Treasurers Report

Approved the Treasurer's Report for November 2024.

4.3) Acceptance of FY2023-24 Wildomar Cemetery District Audited Financial Statement

Received and filed the FY2023-24 Wildomar Cemetery District Audited Financial Statement

4.4) 2025 Schedule for Removal of Flowers and Specialty Items

Received and filed.

5) CEMETERY PUBLIC HEARINGS

There were no items scheduled.

6) CEMETERY GENERAL BUSINESS

There were no items scheduled.

GENERAL MANAGER REPORT

There was no general manager report.

FUTURE AGENDA ITEMS

Added:

1. Discuss Weekend Services - Nigg
2. Discuss Grave Site Services - Nigg

ADJOURN THE WILDOMAR CEMETERY DISTRICT MEETING

There being no further business, Chair DePhillippo adjourned the Wildomar Cemetery District Meeting at 6:30 p.m.

FUTURE AGENDA ITEMS (CITY COUNCIL)

Added:
Discuss potential Public Safety SubCommittee - DePhillippo

RECONVENE INTO CLOSED SESSION

The City Council reconvened into closed session at 6:32 P.M.

RECONVENE INTO OPEN SESSION

The City Council reconvened into open session at 7:56 p.m. with all members present.

ANNOUNCEMENTS

City Attorney Jex stated there were no reportable actions.

ADJOURN THE CITY COUNCIL MEETING

There being no further business, Mayor DePhillippo adjourned the City Council Meeting at 7:56 p.m.

Submitted by:

_____
Janet Morales, CMC
City Clerk

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.4
Meeting Date: February 12, 2025

SUBJECT: January 2025 Warrant Register

SUBMITTED BY: Nicholas Neidiffer, Accountant I

PREPARED BY: Nicholas Neidiffer, Accountant I

ACTION:
Approve the following for Fiscal Year 2024/2025:

1. Warrant Register dated 1-9-2025 in the amount of $184,084.08
2. Warrant Register dated 1-15-2025 in the amount of $85,090.74
3. Warrant Register dated 1-16-2025 in the amount of $531,662.65
4. Warrant Register dated 1-23-2025 in the amount of $1,146,263.31
5. Warrant Register dated 1-30-2025 in the amount of $382,707.14
6. Wire Transfer Register dated 1-31-2025 in the amount of $30,223.92
7. Payroll Register dated 02-01-2025 in the amount of $411,673.13

SUMMARY:
January 2025 Warrant Register

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, Wire Transfer and Payroll Registers will have a budgetary impact in the amount and fiscal year noted in the recommendation section of this report. These costs are included in the Fiscal Year 2024/25 Budgets.

ATTACHMENTS:
January 2025 Warrant Register.pdf

Transaction Name	Amount Paid	Bill Date	Payment Date	Amount (Credit)	Vendor	Memo
Bill #222649	4278	11/15/2024	1/9/2025	4,199.30	ARMADA ADMINISTRATORS	December 2024 Premiums
Bill #162174	3000	12/12/2024	1/9/2025	3,000.00	JOE A. GONSALVES & SON	December 2024 Legislative Advocacy Services
Bill #2024-1061-2024-1084	18189	8/31/2024	1/9/2025	18,189.00	TKE ENGINEERING INC	Contractual Svc 08/01/24-08/31/24
Bill #2024-1248 - 1274	28286	9/30/2024	1/9/2025	28,286.00	TKE ENGINEERING INC	Contractual Svc 09/01/24-09/30/24
Bill #44631	11837.32	10/31/2024	1/9/2025	11,837.32	INLAND EMPIRE LANDSCAPE INC	Landscape Maintenance - Oct 2024
Bill #44757	1988.24	11/15/2024	1/9/2025	1,988.24	INLAND EMPIRE LANDSCAPE INC	Citywide Irrigation Repairs - Oct 2024
Bill #44756	2492.51	11/15/2024	1/9/2025	2,492.51	INLAND EMPIRE LANDSCAPE INC	Marna O'Brien, Windsong Irrigation Repairs - Oct 2024
Bill #CD_000989543	25.86	12/22/2024	1/9/2025	25.86	RING CENTRAL	Mobile User
Bill #73635	221.12	12/13/2024	1/9/2025	221.12	HILLSIDE HEATING & A/C INC	HVAC Annual Maintenance for City Hall Building
Bill #73694	135	12/18/2024	1/9/2025	135.00	HILLSIDE HEATING & A/C INC	HVAC Annual Maintenance for City Hall Building
Bill #73795	1265	12/17/2024	1/9/2025	1,265.00	HILLSIDE HEATING & A/C INC	HVAC Annual Maintenance for City Hall Building
Bill #WILD-018 -1	7187.13	10/31/2024	1/9/2025	7,187.13	PLACEWORKS	October 2024 Contractual Svc - Clinton Keith Widening Project
Bill #17376	456.08	11/25/2024	1/9/2025	456.08	PRINT POSTAL	Public Works and Engineering Business Cards
Bill #32690	2635	8/31/2024	1/9/2025	2,635.00	ARCHITERRA DESIGN GROUP	07/25/24-08/24/24 CIP 099, Design PS&E
Bill #3174	2805	12/3/2024	1/9/2025	2,805.00	INFINITY TECHNOLOGIES	Gov Domain Transition - November
Bill #101704076	17011.4	12/23/2024	1/9/2025	17,011.40	ORACLE AMERICA, INC.	New ERP replacement (December) 11/25/24-12/10/24
Bill #23164164	3310.72	10/31/2024	1/9/2025	3,310.72	ST. FRANCIS ELECTRIC	Traffic Signal Response October 2024
Bill #000021	1636.69	12/3/2024	1/9/2025	1,636.69	XAV ENTERTAINMENT	Breakfast with Santa- Stage and Sound
Bill #20241120-01	675	11/22/2024	1/9/2025	675.00	LIGHTS, PROPS AND SMILES, PHOTOBOOTH	Breakfast with Santa 12/07/24 Photo booth Renta
Bill #2024-1415	1911	12/2/2024	1/9/2025	1,911.00	TKE ENGINEERING INC	CIP 026-2, DESIGN PS&E 10/01/24-10/31/24
Bill #2024-1416	2491.5	12/2/2024	1/9/2025	2,491.50	TKE ENGINEERING INC	CIP 026-3, Design PS&E 10/01/24-10/31/24
Bill #536756	145	11/14/2024	1/9/2025	145.00	AT&T	Law Enforcement Location Tracking - Case #WI242610010
Bill #387194	95.68	1/7/2025	1/9/2025	95.68	STAUFFERS LAWN EQUIPMENT	Departmental Supplies

Bill #0351433	205.29	12/11/2024	1/9/2025	205.29	GOVERNMENT FORMS & SUPPLIES	Supplies (2) Stamps
Bill #122624-9129	573.29	12/26/2024	1/9/2025	573.29	EDISON	11/25/24-12/25/24 32637 Gruwell (FS61)
Bill #122624-6091	50.18	12/26/2024	1/9/2025	50.18	EDISON	11/25/24-12/25/24 21347 Como Little St (Little League)
Bill #121624-0022	182.64	12/16/2024	1/9/2025	182.64	EDISON	11/15/24-12/15/24 22628 Wildomar Trail Tc1
Bill #121624-7633	99.52	12/16/2024	1/9/2025	99.52	EDISON	11/15/24-12/15/24 32975 Willow Bay Rd TC1
Bill #121624-5249	45.1	12/16/2024	1/9/2025	45.10	EDISON	11/15/24-12/15/24 32975 Willow Bay Rd
Bill #121624-3767	16.49	12/16/2024	1/9/2025	16.49	EDISON	11/15/24-12/15/24 31160 Clinton Keith Rd LS3
Bill #122024-7151	7611.67	12/20/2024	1/9/2025	7,611.67	EDISON	11/13/24-12/11/24 Elec Wildomar City Lamps
Bill #010225-0962	255.46	1/2/2025	1/9/2025	255.46	EDISON	12/01/24-12/31/24 Electric CFD 2013-001 Zone 2
Bill #010225-8975	132.4	1/2/2025	1/9/2025	132.40	EDISON	12/01/24-12/31/24 CFD Zone 3
Bill #010225-9127	251.34	1/2/2025	1/9/2025	251.34	EDISON	12/01/24-12/31/24 Electric CFD 2013-001-Zone 5
Bill #010225-7694	225.16	1/2/2025	1/9/2025	225.16	EDISON	12/01/24-12/31/24 CFD Zone 3
Bill #012524-4610	132.42	1/2/2025	1/9/2025	132.42	EDISON	12/01/24-12/31/24 Electric CFD 2013-001-Zone 3
Bill #010225-4293	6219.55	1/2/2025	1/9/2025	6,219.55	EDISON	12/01/24-12/31/24 CSA22 Sales Acquisition
Bill #7147	5200	1/1/2025	1/9/2025	5,200.00	CALIFORNIA CONSULTING, INC.	Grant Writing Service - January 2025 Retainer
Bill #010225-4845	66.21	1/2/2025	1/9/2025	66.21	EDISON	12/01/24-12/31/24 CFD Zone 1
Bill #010225-7504	35.16	1/2/2025	1/9/2025	35.16	EDISON	12/01/24-12/31/24 CFD 2013-1 Orange/Corazza
Bill #010225-4487	56.71	1/2/2025	1/9/2025	56.71	EDISON	12/01/24-12/31/24 20505 Palomar St (Marna)
Bill #010225-1757	206.82	1/2/2025	1/9/2025	206.82	EDISON	12/01/24-12/31/24 CFD 2013-001 Zone 3
Bill #122624-6801	16.8	10/26/2024	1/9/2025	16.80	EDISON	11/25/24-12/25/24 CFD 2013-1 Zone 10
Bill #13345207	252.23	12/17/2024	1/9/2025	252.23	ELSINORE VALLEY MUNICIPAL, WATER	11/10/24-12/09/24 Water Zone 3 Loc 7 M1
Bill #13345220	409.06	12/17/2024	1/9/2025	409.06	ELSINORE VALLEY MUNICIPAL, WATER	11/10/24-12/09/24 Water Heritage Pk (Autumn Oak Pl)
Bill #13351414	277.46	12/18/2024	1/9/2025	277.46	ELSINORE VALLEY MUNICIPAL, WATER	11/11/24-12/10/24 Water CFD 2013-1, Zone 2
Bill #13348479	616.78	12/18/2024	1/9/2025	616.78	ELSINORE VALLEY MUNICIPAL, WATER	11/11/24-12/10/24 Water Zone 3 Loc 25 M1

Bill #13348480	859.08	12/18/2024	1/9/2025	859.08	ELSINORE VALLEY MUNICIPAL, WATER	11/11/24-12/10/24 Water Zone 3 Loc 25 M2
Bill #13350249	1499.32	12/18/2024	1/9/2025	1,499.32	ELSINORE VALLEY MUNICIPAL, WATER	11/11/24-12/10/24 Water Zone 3 Loc 24 M1
Bill #13351574	222.51	12/18/2024	1/9/2025	222.51	ELSINORE VALLEY MUNICIPAL, WATER	11/11/24-12/10/24 Water Malaga Gateway Pk
Bill #85093293	307	12/24/2024	1/9/2025	307.00	OCCUPATIONAL HEALTH CENTERS OF, CALIFORNIA,A MEDICAL	Physical Exam w/Rapid eCup Wyatt, Dustin
Bill #13339895	86.05	12/16/2024	1/9/2025	86.05	ELSINORE VALLEY MUNICIPAL, WATER	11/07/24-12/06/24 Water Zone 52 Loc 01
Bill #13339951	47.8	12/16/2024	1/9/2025	47.80	ELSINORE VALLEY MUNICIPAL, WATER	11/07/24-12/06/24 Water Zone 29 Loc 02
Bill #13340235	172.7	12/16/2024	1/9/2025	172.70	ELSINORE VALLEY MUNICIPAL, WATER	11/07/24-12/06/24 Water Zone 71 Loc 01
Bill #133404432	101.03	12/16/2024	1/9/2025	101.03	ELSINORE VALLEY MUNICIPAL, WATER	11/07/24-12/06/24 Water 32637 Gruwell-FS 61
Bill #13340514	1315.33	12/16/2024	1/9/2025	1,315.33	ELSINORE VALLEY MUNICIPAL, WATER	11/07/24-12/06/24 Water Marna O'Brien
Bill #8009375145	290.75	12/25/2024	1/9/2025	168.05	STERICYCLE, INC	Contractual Shredding Service
Bill #13343754	289.5	12/16/2024	1/9/2025	289.50	ELSINORE VALLEY MUNICIPAL, WATER	11/14/24-12/06/24 Water Zone 10 CFD 2013-1 21120 Saratoga Dr
Bill #13359202	262.15	12/25/2024	1/9/2025	262.15	ELSINORE VALLEY MUNICIPAL, WATER	11/18/24-12/18/24 Water Zone 3 Loc 25 M1
Bill #13359407	324.85	12/25/2024	1/9/2025	324.85	ELSINORE VALLEY MUNICIPAL, WATER	11/18/24-12/18/24 Water City Hall
Bill #13362223	699.41	12/25/2024	1/9/2025	699.41	ELSINORE VALLEY MUNICIPAL, WATER	11/18/24-12/18/24 Water 24707 Prelipp Rd
Bill #13352364	548.79	12/23/2024	1/9/2025	548.79	ELSINORE VALLEY MUNICIPAL, WATER	11/14/24-12/14/24 Water Zone 42 Loc 01 M1
Bill #13352616	235.18	12/23/2024	1/9/2025	235.18	ELSINORE VALLEY MUNICIPAL, WATER	11/14/24-12/14/24 Water Zone 42 Loc 03 M3
Bill #13352617	326.97	12/23/2024	1/9/2025	326.97	ELSINORE VALLEY MUNICIPAL, WATER	11/14/24-12/14/24 Water Zone 42 Loc 02 M2
Bill #1026574096	198.56	12/10/2024	1/9/2025	198.56	PITNEY BOWES	DM100I Red Ink Ctg 1 Box #793-5
Bill #2024-1246	735	11/6/2024	1/9/2025	735.00	TKE ENGINEERING INC	08/01/24-09/30/24 Sign Replacement - City Entry Signs
Bill #266423	1053.1	1/2/2025	1/9/2025	1,053.10	INNOVATIVE DOCUMENT SOLUTIONS	12/1/24-1231/24 Contract Copier Services Maintenance/repairs, ink/toner (5 copiers)
Bill #WILD-01.9-1	1604.39	10/31/2024	1/9/2025	1,604.39	PLACEWORKS	October 2024 Professional Services CIP 099 20 Acre Park
Bill #2024-1417	1730	12/2/2024	1/9/2025	1,730.00	TKE ENGINEERING INC	Contractual Svc 10/01/24-10/31/24
Bill #2024-1240.1	63	12/12/2024	1/9/2025	63.00	TKE ENGINEERING INC	CIP Admin (County CIP - Richard St.)

Bill #33080	3536.5	11/30/2024	1/9/2025	3,536.50	ARCHITERRA DESIGN GROUP	10/25/24-11/24/24 CIP 099, Design PS&E
Bill #1338	4505	12/2/2024	1/9/2025	4,505.00	TKM ENGINEERING	Project CIP # 025
Bill #1347	307.5	12/31/2024	1/9/2025	307.50	TKM ENGINEERING	Project CIP # 025
Bill #082317220X241213	175.24	12/13/2024	1/9/2025	175.24	DIRECT TV	12/12/24 - 01/11/25 Cable Services - City Hall
Bill #1797	7000	12/16/2024	1/9/2025	7,000.00	SPICER CONSULTING GROUP	CFD 2022-1 Annex 7, Westpark (50%)
Bill #SIN045828	2840.13	11/30/2024	1/9/2025	2,840.13	HDL SOFTWARE LLC.	November 2024 HDL Fees
Bill #38185872	214.24	12/25/2024	1/9/2025	214.24	GREAT AMERICA FINANCIAL SERVIC	Canon Color Copier System #019-1780554
Bill #2020111269	9099.08	11/30/2024	1/9/2025	9,099.08	ABSOLUTE INTERNATIONAL, SECURITY	11/01/24-11/30/24 Security Patrol
Bill #38134424	214.24	12/18/2024	1/9/2025	214.24	GREAT AMERICA FINANCIAL SERVIC	Canon Color Copier System #018-1765784
Bill #2020111424	8205.09	12/31/2024	1/9/2025	8,205.09	ABSOLUTE INTERNATIONAL, SECURITY	12/01/24-12/31/24 Security Patrol
Bill #12924	6312.38	12/9/2024	1/15/2025	6,312.38	GUILD MORTGAGE COMPANY	CAM Balance
Bill #3345	3200	1/7/2025	1/15/2025	3,200.00	INFINITY TECHNOLOGIES	December 2024 GIS Contractual Services
Bill #3346	6555	1/7/2025	1/15/2025	6,555.00	INFINITY TECHNOLOGIES	Gov Domain Transition - December
Bill #3310B	159.75	1/7/2025	1/15/2025	159.75	INFINITY TECHNOLOGIES	December 2024 Datto Office 365 Back up Services
Bill #3310C	828	1/7/2025	1/15/2025	828.00	INFINITY TECHNOLOGIES	December 2024 ProofPoint Essentials Advance
Bill ##4926-AR13727	2250	1/8/2025	1/15/2025	2,250.00	METROPOLITAN TRANSPORTATION, COMMISSION	CIP 050-1 (StreetSaver Subscription)
Bill #0367,9220,2196,3898,4353,5561	2246.81	11/30/2024	1/15/2025	2,246.81	SOUTHERN CALIFORNIA NEWS, GROUP	Public Notices for period 11/01/24-11/30/24
Bill #011625	100	1/16/2025	1/15/2025	100.00	FRANCHISE TAX BOARD	Withholding Order - Case #545957597
Bill #1NHL-P7DN-F3P7	2050.69	12/1/2024	1/15/2025	462.29	AMAZON CAPITAL SERVICES	Amazon Billing Period 11/1/24-11/30/24
Bill #6101774863	1550.1	12/22/2024	1/15/2025	1,535.13	VERIZON WIRELESS	Verizon 12/23/24-11/22/25
Bill #6101774864	40.01	12/22/2024	1/15/2025	40.01	VERIZON WIRELESS	Verizon 12/23/24-01/22/25
Bill #1523	3134.71	10/11/2024	1/15/2025	3,134.71	PARENTO AGENCY LLC BEN	Paid parental Leave Insurance Premium and Parento Support Program
Bill #1546	2945.5	12/31/2024	1/15/2025	2,945.50	PARENTO AGENCY LLC BEN	Paid parental Leave Insurance Premium and Parento Support Program

Bill #341465	307.07	12/11/2024	1/15/2025	307.07	AFLAC, REMITTANCE PROCESSING, CENTER	Aflac Premium Statement December 2024
Bill #783610	49	12/4/2024	1/15/2025	49.00	DEPARTMENT OF JUSTICE	November 2024 Fingerprint Apps
Bill #14346613-010425	621.46	1/4/2025	1/15/2025	621.46	SPARKLETTS	City Hall Drinking Water Through 01/04/25
Bill #10924	21790	1/9/2025	1/15/2025	21,790.00	WESTERN RIVERSIDE COUNTY, RCA	November 2024 MSHCP Fees
Bill #10825	994.32	1/8/2025	1/15/2025	994.32	CFT NV DEVELOPMENTS, LLC	City Hall Post Closing Reconciliation, Core Tree
Bill #JAN 2025	7687.5	1/8/2025	1/15/2025	7,687.50	ANIMAL FRIENDS OF THE VALLEY,, INC.	Animal Control Service January 2025
Bill #2025-1	86.68	1/7/2025	1/15/2025	86.68	Coalition for Controlling Ins. Costs in California Schools Health and Welfare Trust	EAP Monthly Premium
Bill #9591903764	100	1/8/2025	1/15/2025	100.00	T-MOBILE USA INC	Case Investigation WI243430034
Bill #5390443	115	12/26/2024	1/15/2025	115.00	T-MOBILE USA INC	Case Investigation WI242610010
Bill #13144	206.63	1/14/2025	1/15/2025	206.63	AMERICAN EAGLE	(1) Engraved Plaque 9X12
Bill #308357/3	12.17	10/11/2024	1/15/2025	12.17	ACE HARDWARE	Facilities Supplies
Bill #308393/3	99.15	11/1/2024	1/15/2025	99.15	ACE HARDWARE	Dept Supplies - Marna
Bill #308406/3	34.26	11/5/2024	1/15/2025	34.26	ACE HARDWARE	Facilities Supplies
Bill #308434/3	25.78	11/15/2024	1/15/2025	25.78	ACE HARDWARE	Supplies for Movie Night Event
Bill #308452/3	72.31	11/22/2024	1/15/2025	72.31	ACE HARDWARE	Dept Supplies - Heritage Park
Bill #308463/3	52.71	11/27/2024	1/15/2025	52.71	ACE HARDWARE	Facilities Supplies
Bill #PE0000002271	761.94	12/26/2024	1/15/2025	761.94	COUNTY OF RIVERSIDE PUBLIC, SAFETY ENTERPRISE COMMUNI	Monthly Radio Communication - Sheriff
Bill #2826	1200	1/3/2025	1/15/2025	1,200.00	FORENSIC NURSES OF SOCAL, INC.	Police Dept - Sexual Assault Exam - Sart 1/3/25 Case WI250020027
Bill #46871	795.11	12/20/2024	1/15/2025	795.11	BIO-TOX LABORATORIES	RC Sheriff- Lab Services
Bill #46823	1520.44	12/20/2024	1/15/2025	1,520.44	BIO-TOX LABORATORIES	RC Sheriff- Lab Services
Bill #785928	35	12/23/2024	1/15/2025	35.00	DEPARTMENT OF JUSTICE	November 2024 Blood Alcohol Analysis (1)
Bill #76725	4595	12/31/2024	1/15/2025	4,595.00	ROGERS, ANDERSON, MALODY &, SCOTT LLP	December 2024 for FY23/25 Audit - City of Wildomar
Bill #100401593594	361.41	7/31/2024	1/15/2025	361.41	CFT NV DEVELOPMENTS, LLC	07/2024 Common Area Maintenance Costs - Otis Elevator Company Only
Bill #Sep 2024 invoices	4944.32	1/10/2025	1/15/2025	4,944.32	CFT NV DEVELOPMENTS, LLC	City Hall Common Area Maintenance Contract September 2024
Bill #Oct 2024 Invoices	2727.3	1/10/2025	1/15/2025	2,727.30	CFT NV DEVELOPMENTS, LLC	City Hall Common Area Maintenance Contract October 2024
Bill #Dec 2024 Invoices	2657.3	12/31/2024	1/15/2025	2,657.30	CFT NV DEVELOPMENTS, LLC	City Hall Common Area Maintenance Contract December 2024
Bill #Nov 2024 Invoices	3469.3	1/10/2025	1/15/2025	3,469.30	CFT NV DEVELOPMENTS, LLC	City Hall Common Area Maintenance Contract November 2024

Bill #101732821	1157.68	1/8/2025	1/16/2025	1,157.68	ORACLE AMERICA, INC.	ERP Implementation for the period of 12/12/24-01/03/2025
Bill #11325	117.92	1/13/2025	1/16/2025	117.92	SOCALGAS	12/10/24-01/09/25 gas - Fire Dept 32637 Gruwell
Bill #188866201010725	5.35	1/7/2025	1/16/2025	5.35	CHARTER COMMUNICATIONS	Cable through 01/03/25 - FS61
Bill #10625	502.25	1/6/2025	1/16/2025	502.25	PITNEY BOWES	Postage Meter Refill 12/20/24
Bill #010725-0828	172.04	1/7/2025	1/16/2025	172.04	EDISON	12/01/24-12/31/24 Electric Wildomar City Lamps
Bill #010725-1202	24.33	1/7/2025	1/16/2025	24.33	EDISON	12/01/24-12/31/24 Hidden Springs/Clinton Keith
Bill #011125-3487	150.19	1/11/2025	1/16/2025	150.19	EDISON	12/11/24-01/10/25 23873 Clinton Keith Rd Suite 103
Bill #011125-7255	92.43	1/11/2025	1/16/2025	92.43	EDISON	12/11/24-01/10/25 23873 Clinton Keith Rd Suite 110
Bill #011125-3123	154.75	1/11/2025	1/16/2025	154.75	EDISON	12/11/24-01/10/25 23873 Clinton Keith Rd Suite 109
Bill #011125-2838	618.57	1/11/2025	1/16/2025	618.57	EDISON	12/11/24-01/10/25 Electric City Hall
Bill #9928	3700	1/15/2025	1/16/2025	3,700.00	NETFILE	Annual Subscription Charges for Agency (SEI) 11/1/24-10/31/25
Bill #13355271	430.77	12/24/2024	1/16/2025	430.77	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 3 loc 23 M1
Bill #13355479	89.53	12/24/2024	1/16/2025	89.53	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 30 Loc 2
Bill #13355519	110.74	12/24/2024	1/16/2025	110.74	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 3 Loc 49 M1
Bill #13355774	390.26	12/24/2024	1/16/2025	390.26	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 51 Loc 01
Bill #13355940	290.77	1/16/2025	1/16/2025	290.77	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Baseball Field
Bill #13355981	224.32	12/24/2024	1/16/2025	224.32	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Windsong Park
Bill #13356488	492.22	12/24/2024	1/16/2025	492.22	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 3 loc 29 M1
Bill #13356567	402.37	12/24/2024	1/16/2025	402.37	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 3 loc 29 M2
Bill #13356570	101.15	12/24/2024	1/16/2025	101.15	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 30 Loc 1
Bill #13356668	286.04	12/24/2024	1/16/2025	286.04	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 3 Loc 42 & 47 M1
Bill #13357065	198.04	12/24/2024	1/16/2025	198.04	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water 22450 1/2 Cervera Rd
Bill #13357306	187.83	12/24/2024	1/16/2025	187.83	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water 22450 Cervera Rd

Bill #13358395	196.53	12/24/2024	1/16/2025	196.53	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 Water Zone 62 - 22933 Delca Lane
Bill #13358891	218.43	12/24/2024	1/16/2025	218.43	ELSINORE VALLEY MUNICIPAL, WATER	11/17/24-12/16/24 CFD 2022-1 NE Wildomar Trail/Margaret Ln
Bill #SH0000047235	518363.14	12/26/2024	1/16/2025	518,363.14	RIVERSIDE COUNTY, SHERIFF'S DEPARTMENT	Riverside County Sheriff's Office Contract Law Enforcement
Bill #10725	2985	1/7/2025	1/16/2025	2,985.00	STATE WATER RESOURCES CONTROL BOARD SAN DIEGO REGIONAL WATER QUALITY CONTROL BOARD	Clinton Keith Road Widening Project Water Quality Cert.
Bill #3310	11300	1/7/2025	1/23/2025	11,300.00	INFINITY TECHNOLOGIES	December 2024 Monthly IT Services
Bill #INV-26958-Z2Y7W6	14798	1/25/2025	1/23/2025	14,798.00	LEAGUE OF CALIFORNIA CITIES	Annual Membership Dues 2025
Bill #224940	5639	12/15/2024	1/23/2025	5,639.00	ARMADA ADMINISTRATORS	January 2025 Premium fees
Bill #30926-Dec	10825	12/31/2024	1/23/2025	10,825.00	GOD'S FAN CLUB DBA: PROJECT TOUCH	Wildomar Supportive Housing - December 2024
Bill #173434	508.82	12/31/2024	1/23/2025	508.82	DATA TICKET, INC.	November 2024 Daily Cite Processing
Bill #172800	420.93	12/31/2024	1/23/2025	420.93	DATA TICKET, INC.	November 2024 online Access
Bill #82229957	270.75	11/30/2024	1/23/2025	270.75	CORELOGIC SOLUTIONS, LLC	November 2024 Code Enforcement Software
Bill #82233135	229.75	12/31/2024	1/23/2025	229.75	CORELOGIC SOLUTIONS, LLC	December 2024 Code Enforcement Software
Bill #2024-1412	320	12/2/2024	1/23/2025	320.00	TKE ENGINEERING INC	Contractual Svc 10/01/24-10/31/24
Bill #WD-0278348	1867	12/4/2024	1/23/2025	1,867.00	SWRCB	CIP 026-2, Bundy Cyn Widening Phase 2
Bill #WD-0277909	3540	12/4/2024	1/23/2025	3,540.00	SWRCB	CIP 026-1, Bundy Cyn Widening Phase I
Bill #SW-0307172	889	12/4/2024	1/23/2025	889.00	SWRCB	CIP 026-1, Bundy Cyn Widening Phase 1
Bill #2024-1495	441.5	10/31/2024	1/23/2025	441.50	TKE ENGINEERING INC	Contractual Svc 10/01/24-10/31/24
Bill #2024-1410	819	10/31/2024	1/23/2025	819.00	TKE ENGINEERING INC	General Consulting Services 10/01/24-10/31/24
Bill #2024-1265.1	252	9/30/2024	1/23/2025	252.00	TKE ENGINEERING INC	Contractual Svc 09/01/24-09/31/24
Bill #WILD-01.12-3	25928.76	12/31/2024	1/23/2025	25,928.76	PLACEWORKS	December 2024 Contractual Svc - Bluffs EIR Pass-Through PLN-24-0049
Bill #WILD-02-0-3	12346.5	12/31/2024	1/23/2025	12,346.50	PLACEWORKS	December 2024 Contractual Svc - GP Update/EIR
Bill #WILD-01-0-3	10514.58	12/31/2024	1/23/2025	10,514.58	PLACEWORKS	December 2024 Contractual Svc - Project Related
Bill #1064-01-1024	53478.95	11/20/2024	1/23/2025	53,478.95	RRM DESIGN GROUP	Prof. Svcs. 27 Acre Park CIP 062-1
Bill #000871	1295	1/8/2025	1/23/2025	1,025.00	GOPHER SQUAD	December 2024 pest control Services

Bill #000849-2	295	1/11/2025	1/23/2025	295.00	GOPHER SQUAD	November 2024 pest control services
Bill #11625	339	1/16/2025	1/23/2025	339.00	EVA, NINETTE	Survey Training - Reading, Writing and Interpreting Land Description
Bill #1C3J-NCP3-DWV4	293.13	1/1/2025	1/23/2025	100.21	AMAZON CAPITAL SERVICES	Amazon Billing Period 12/1/24-12/31/24
Bill #38296171	359.97	1/8/2025	1/23/2025	359.97	GREAT AMERICA FINANCIAL SERVIC	Canon Color Copier Syst. #020-1472515
Bill #011325-7372	79.93	1/13/2025	1/23/2025	79.93	EDISON	12/12/24-01/12/25 24211 Clinton Keith Rd TC1
Bill #011325-5361	85.34	1/13/2025	1/23/2025	85.34	EDISON	12/12/24-01/12/25 31818 Central TC1
Bill #011325-3243	46.48	1/13/2025	1/23/2025	46.48	EDISON	12/12/24-01/12/25 31818 Central St LS3
Bill #011325-3950	43.01	1/13/2025	1/23/2025	43.01	EDISON	12/12/24-01/12/25 34311 Mission Trail LS3
Bill #011325-3047	89.35	1/13/2025	1/23/2025	89.35	EDISON	12/12/24-01/12/25 34311 Mission Trail TC1
Bill #011525-2529	309.33	1/15/2025	1/23/2025	309.33	EDISON	11/08/24-01/09/25 22378 Bundy Canyon Rd
Bill #011525-0022	122.9	1/15/2025	1/23/2025	122.90	EDISON	12/16/24-01/14/25 22628 Wildomar Trail TC1
Bill #011525-3767	16.78	1/15/2025	1/23/2025	16.78	EDISON	12/16/24-01/14/25 31160 Clinton Keith Rd LS3
Bill #38300752	214.24	1/9/2025	1/23/2025	214.24	GREAT AMERICA FINANCIAL SERVIC	Canon Color Copier Syst. 007-1585799
Bill #082317220X250113	175.24	1/13/2025	1/23/2025	175.24	DIRECT TV	01/12/25-02/11/25 Cable Services - City Hall
Bill #225784	5014	1/15/2025	1/23/2025	5,014.00	ARMADA ADMINISTRATORS	February 2025 Premium City Manager
Bill #678947	307.07	1/12/2025	1/23/2025	307.07	AFLAC, REMITTANCE PROCESSING, CENTER	Aflac Premium Statement January 2025
Bill #121924	2700	12/19/2024	1/23/2025	2,700.00	LACHGAR, ABDURAHMAN	Reimbursement for the 2025 PC Academy Registration Abdu- + 3 Commissioners
Bill #2024-1451	5457	10/31/2024	1/23/2025	5,457.00	TKE ENGINEERING INC	Contractual Svc 10/01/24-10/31/24
Bill #11705500	498.6	12/4/2024	1/23/2025	498.60	SOUTHERN CALIFORNIA NEWS, GROUP	Public Notice -
Bill #11707708	430.04	12/18/2024	1/23/2025	430.04	SOUTHERN CALIFORNIA NEWS, GROUP	Public Notice - CUP/PP 24-0055 MND NOA
Bill #11708510	629.48	12/20/2024	1/23/2025	629.48	SOUTHERN CALIFORNIA NEWS, GROUP	Public Notice
Bill #235514	962111.25	1/7/2025	1/23/2025	962,111.25	COUNTY OF RIVERSIDE, FIRE DEPARTMENT	Fire Protection Services 1st Qtr. FY 24/25

Bill #INV-2519	9774.55	1/15/2025	1/23/2025	9,774.55	CALIFORNIA INTERGOVERNMENTAL, RISK AUTHORITY (CIRA)	General Liability Deductible Oct-Dec 2024
Bill #01142025	1650	1/22/2025	1/23/2025	1,650.00	HOLLYS DOOR REPAIR	City Hall Door Repairs
Bill #WILD-01.12-2	28658.76	11/30/2024	1/30/2025	28,658.76	PLACEWORKS	November 2024 Contractual Services - Project Related
Bill #6037195/2	2049.04	10/16/2024	1/30/2025	2,049.04	BMW MOTORCYCLES OF RIVERSIDE	BMW Motorcycle Maintenance - Sheriff
Bill #9588827852	115	12/10/2024	1/30/2025	115.00	T-MOBILE USA INC	Case Investigation WI242770011
Bill #AR051461	6966.62	12/19/2024	1/30/2025	6,966.62	CITY OF MURRIETA	July 2024 Homeless Services
Bill #AR051462	7260.17	12/19/2024	1/30/2025	7,260.17	CITY OF MURRIETA	August 2024 Homeless Services
Bill #AR051463	5037.49	12/19/2024	1/30/2025	5,037.49	CITY OF MURRIETA	September Homeless Services
Bill #450560	289.25	1/13/2025	1/30/2025	289.25	STALKER RADAR APPLIED CONCEPTS, INC	Parts for Vandalized Speed Feedback Trailer
Bill #2024-1537	3448	1/6/2025	1/30/2025	3,448.00	TKE ENGINEERING INC	CIP 026-2 Design PS&E 11/01/24-11/30/24
Bill #2024-1538	1953	1/6/2025	1/30/2025	1,953.00	TKE ENGINEERING INC	CIP 103, Design PS&E 11/01/24-11/30/24
Bill #2024-1536	650	1/6/2025	1/30/2025	650.00	TKE ENGINEERING INC	CIP 063, Const Admin/Inspection 11/01/24-11/30/24
Bill #2024-1534	5107	11/30/2024	1/30/2025	5,107.00	TKE ENGINEERING INC	PW Fixed Fee Reviews & Inspections General Right of Way Inspections
Bill #44894	11837.32	11/30/2024	1/30/2025	11,837.32	INLAND EMPIRE LANDSCAPE INC	Landscape Maintenance - November 2024
Bill #44923	133.11	12/13/2024	1/30/2025	133.11	INLAND EMPIRE LANDSCAPE INC	Malaga Park Irrigation Repairs - Nov 2024
Bill #44924	2207.5	12/13/2024	1/30/2025	2,207.50	INLAND EMPIRE LANDSCAPE INC	Citywide Irrigation Repairs - November 2024
Bill #23164167	1480.75	11/30/2024	1/30/2025	1,480.75	ST. FRANCIS ELECTRIC	Traffic Signal Maintenance Services November 2024
Bill #724120440	697.5	1/1/2025	1/30/2025	697.50	GEOCON WEST, INC.	Contractual Services through 12/01/2024
Bill #724120441	1406	1/1/2025	1/30/2025	1,406.00	GEOCON WEST, INC.	Professional Services Through 12/01/2024 Fixed Fee Eng-240096
Bill #23164168	1261.51	11/30/2024	1/30/2025	1,261.51	ST. FRANCIS ELECTRIC	Traffic Signal Response November 2024
Bill #2024-1535	1071	1/6/2025	1/30/2025	1,071.00	TKE ENGINEERING INC	General Consulting Services 11/01/24-11/30/24
Bill #2024-1247	1410	11/6/2024	1/30/2025	1,410.00	TKE ENGINEERING INC	CIP 103, Design PS&E 09/01/24-09/30/24
Bill #005-288	210703.91	1/7/2025	1/30/2025	210,703.91	PV MAINTENANCE, INC.	Maintenance -December 2024
Bill #12225	1601.16	1/25/2025	1/30/2025	1,601.16	LACHGAR, ABDURAHMAN	2025 PC Academy Flights & Rental Car

Bill #12725	102.9	1/27/2025	1/30/2025	102.90	MORABITO, JOSEPH	Mileage Reimbursement: 1/13/25-1/13/25
Bill #FEB 2025	7687.5	1/31/2025	1/30/2025	7,687.50	ANIMAL FRIENDS OF THE VALLEY,, INC.	Animal Control Service February 2025
Bill #SIN46672	3111.48	12/31/2024	1/30/2025	3,111.48	HDL SOFTWARE LLC.	January 2025 HdL Fees
Bill #12225	1680	1/22/2025	1/30/2025	1,680.00	MITCHEL WIRTH	Certification Reimbursement
Bill #13392223	76.75	1/20/2025	1/30/2025	76.75	ELSINORE VALLEY MUNICIPAL, WATER	12/06/24-01/06/25 Water Zone 52 Loc 01
Bill #13392279	55.5	1/20/2025	1/30/2025	55.50	ELSINORE VALLEY MUNICIPAL, WATER	12/06/24-01/06/25 Water Zone 29 Loc 02
Bill #13392562	181.8	1/20/2025	1/30/2025	181.80	ELSINORE VALLEY MUNICIPAL, WATER	12/06/24-01/06/25 Water Zone 71 Loc 01
Bill #13392759	110.16	1/20/2025	1/30/2025	110.16	ELSINORE VALLEY MUNICIPAL, WATER	12/06/24-01/06/25 Water 32637 Gruwell-FS 61
Bill #13392841	1931.16	1/20/2025	1/30/2025	1,931.16	ELSINORE VALLEY MUNICIPAL, WATER	12/06/24-01/06/25 20505 Palomar St Marna O'Brien Park
Bill #13396069	649.98	1/20/2025	1/30/2025	649.98	ELSINORE VALLEY MUNICIPAL, WATER	12/06/24-01/06/25 Water 21120 Saratoga Dr
Bill #13400127	301.46	1/21/2025	1/30/2025	301.46	ELSINORE VALLEY MUNICIPAL, WATER	12/09/24-01/09/25 Water Zone Loc 7 M1
Bill #13412995	259.91	1/22/2025	1/30/2025	259.91	ELSINORE VALLEY MUNICIPAL, WATER	12/10/24-01/10/25 Water CFD 2013-1, Zone 2
Bill #012125-5249	44.34	1/21/2025	1/30/2025	44.34	EDISON	12/16/24-01/14/25 32975 Willow Bay Rd
Bill #012125-8688	82.26	1/21/2025	1/30/2025	82.26	EDISON	12/12/24-01/12/25 21458 Grand Ave TC1
Bill #012125-7151	4952.07	1/21/2025	1/30/2025	4,952.07	EDISON	12/12/24-01/12/25 Electric Traffic Control
Bill #971027	28785.64	11/30/2024	1/30/2025	28,140.00	INTERWEST CONSULTING GROUP	Professional Services for the period of 11/01/24-11/30/24
Bill #970943	10825.13	11/30/2024	1/30/2025	10,825.13	INTERWEST CONSULTING GROUP	Professional Services for the period of 11/01/24-11/30/24
Bill #45090	2047.75	1/6/2025	1/30/2025	2,047.75	INLAND EMPIRE LANDSCAPE INC	December 2024- Irrigation Repair
Bill #2024-1060	1953	9/17/2024	1/30/2025	1,953.00	TKE ENGINEERING INC	CIP 026-2, DESIGN PS&E 08/01/24-08/31/24
Bill #WILD-01.6 - 2	7490.73	11/30/2024	1/30/2025	7,490.73	PLACEWORKS	November 2024 Prof. Svcs. - 27 Acre Park CIP 062
Bill #WILD-01.9 - 2	1913.78	11/30/2024	1/30/2025	1,913.78	PLACEWORKS	November 2024 Prof. Svcs. - CIP 099 20-Acre Park
Bill #110427CS	6151.64	12/31/2024	1/30/2025	6,151.64	SCA OF CA, LLC	December 2024 Charges
Bill #388280	102.2	1/17/2025	1/30/2025	102.20	STAUFFERS LAWN EQUIPMENT	Departmental Supplies
Bill #20902	2960.35	1/23/2025	1/30/2025	2,960.35	HOLIDAY	1-PC Candy Filled Plastic Eggs (1,000 per Pack)

Bill #1186	800	1/17/2025	1/30/2025	800.00	HONOR PLUMBING CO	Service - Maintenance/Repair
Bill #388801	20.65	1/23/2025	1/30/2025	20.65	STAUFFERS LAWN EQUIPMENT	Departmental Supplies
Bill #1188	500	11/21/2024	1/30/2025	500.00	THE ENDEAVOR PRODUCTION, GROUP	Professional Services Drive-In Night Video Promotion
Bill #13234	104.4	1/28/2025	1/30/2025	104.40	AMERICAN EAGLE TROPHIES	(2) Engraved Plate for Planning Commissioners
Bill #2024-1533	960.5	1/6/2025	1/30/2025	960.50	TKE ENGINEERING INC	Contractual Svc 11/01/24-11/30/24
Bill #1224-1474	662.13	1/27/2025	1/30/2025	662.13	EPIC LAND SOLUTIONS, INC. SHOAIB	Wildomar - City Hall Purchase - Relocation Services Rendered Through 12/31/24
Bill #12825	305	1/28/2025	1/30/2025	305.00	DREW JENKINS	Certification Reimbursement
Bill #12825-2	315	1/28/2025	1/30/2025	315.00	DREW JENKINS	Certification Renewal
Bill #38361382	242.52	1/20/2025	1/30/2025	242.52	GREAT AMERICA FINANCIAL SERVIC	Canon Color Copier Syst. 018-1765784
Bill #78685	70	7/1/2024	1/30/2025	70.00	AMERICAN FORENSIC NURSES	Blood Draw (1)
Bill #79223	70	1/14/2025	1/30/2025	70.00	AMERICAN FORENSIC NURSES	Blood Draw (1)
Bill #79224	144	1/14/2025	1/30/2025	144.00	AMERICAN FORENSIC NURSES	Blood Draw (2)
Bill #79232	112	1/14/2025	1/30/2025	112.00	AMERICAN FORENSIC NURSES	Blood Draw
Bill #79231	70	1/14/2025	1/30/2025	70.00	AMERICAN FORENSIC NURSES	Blood Draw (1)
Bill #791510	105	1/10/2025	1/30/2025	105.00	DEPARTMENT OF JUSTICE	December 2024 Blood Alcohol Analysis (3)
Bill #542715	70	12/23/2024	1/30/2025	70.00	AT & T	Location Daily Fee for Case WI243430034

TOTAL: 2,329,807.92

City of Wildomar
Wire Transfer Register
1/31/2025

ACH Date	Payee	Description	Amount
1/7/2025	Big Easy Storage	Fleet Vehicle Storage	$ 249.00
1/7/2025	Big Easy Storage	Fleet Vehicle Storage	$ 319.00
1/7/2025	Big Easy Storage	Fleet Vehicle Storage	$ 319.00
1/7/2025	Big Easy Storage	Fleet Vehicle Storage	$ 319.00
1/7/2025	Big Easy Storage	Fleet Vehicle Storage	$ 339.00
1/7/2025	Frontier Communications	Monthly Phone and Internet Services	$ 450.10
1/13/2025	Wells Fargo	Banking Service Fee	$ 6,050.29
1/13/2025	Viasat, Inc.	Cemetery Phone and Internet	$ 177.53
1/13/2025	Viasat, Inc.	Cemetery Phone and Internet	$ 417.53
1/14/2025	Frontier Communications	Monthly Phone and Internet Services	$ 81.47
1/16/2025	Frontier Communications	Monthly Phone and Internet Services	$ 159.99
1/17/2025	US Bank	Credit Card Statement Payment - Business Meals, Conference Expenses, Organizational Memberships, Special Event Supplies, Repairs & Maintenance, and Office Supplies	$ 14,961.23
1/21/2025	Enterprise Fleet Management	Monthly City Vehicle Lease Payment	$ 5,645.98
1/28/2025	Frontier Communications	Monthly Phone and Internet Services	$ 72.33
1/28/2025	Frontier Communications	Monthly Phone and Internet Services	$ 662.47
		TOTAL	$ 30,223.92

City of Wildomar
Payroll Warrant Register
2/1/2025

ACH Date	Payee	Description		Amount
1/16/2025	Staff Payroll	12/28/2024-01/10/2025	$	217,663.63
1/30/2025	Staff Payroll	01/11/2025-01/24/2025	$	180,915.52
1/31/2025	Council Payroll	01/01/2025-01/31/2025	$	13,093.98
		TOTAL	**$**	**411,673.13**

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.5
Meeting Date: February 12, 2025

SUBJECT: December 2024 City Treasurers Report

SUBMITTED BY: Adam Jantz, Finance Manager

PREPARED BY: Adam Jantz, Finance Manager

ACTION:
Approve the Treasurer's Report for December 2024.

SUMMARY:
December 2024 City Treasurer's Report

DISCUSSION:
Attached is the Treasurer's Report for Cash and Investments for the month of December 2024. The City utilizes both the California State Treasurer's Local Agency Investment Fund (LAIF) and the California Asset Management Program (CAMP) for its city investments.

On October 12th, 2022, the City entered into an agreement with PFM Asset Management as an investment advisor for the City's CAMP investment pool and established an additional managed CAMP account for long-term investments. Over time, this is expected to increase the returns on the City investments above the normal CAMP pool rate.

Over this month, the City earned $108,138.79 in interest from its investment accounts.

FISCAL IMPACT:
This is only a report of balances for the City and therefore it has no fiscal impact.

ACCOUNT CODE:
100-1012
100-1011
110-1011
115-1011
120-1011
201-1011
212-1011
300-1011
301-1011
420-1011
421-1011
440-1011
461-1011

ATTACHMENTS:
December 2024 City Treasurer's Report.pdf

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

December 2024

CITY CASH

FUND	ACCOUNT	INSTITUTION	BEGINNING BALANCE	+ DEPOSITS	(-) WITHDRAWALS	ENDING BALANCE	RATE
All	All	WELLS FARGO	$ 3,678,236.28	$ 4,201,321.76	(2,849,071.03)	$ 5,030,487.01	4.32521%
		TOTAL	$ 3,678,236.28	$ 4,201,321.76	$ (2,849,071.03)	$ 5,030,487.01	

CITY INVESTMENT

FUND	ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	AVERAGE DAYS TO MAT.	STATED RATE
100	LOCAL AGENCY INVESTMENT FUND	$ 5,114,739.00	$ 5,114,739.00	$ 5,114,739.00	12.48%	N/A	4.434%
Various	CAMP POOL	$ 12,521,371.64	$ 12,521,371.64	$ 12,521,371.64	30.55%	N/A	4.730%
Various	CAMP MANAGED ACCOUNT	$ 23,114,694.91	$ 23,114,694.91	$ 23,353,907.96	56.97%	880	4.460%
	TOTAL	$ 40,750,805.55	$ 40,750,805.55	$ 40,990,018.60	100.00%		

CITY	TOTAL CASH AND INVESTMENTS	$ 45,781,292.56

BREAKDOWN

FUND		ISSUER	BEGINNING BALANCE	+ PURCHASES	+ INTEREST DEPOSITED	(-) WITHDRAWALS/ SALES	ENDING BALANCE	STATED RATE
100	General	LOCAL AGENCY INVESTMENT FUNDS	$ 5,114,739.00	$ 0.00	$ 0.00	$ 0.00	$ 5,114,739.00	4.434%
100	General	CAMP POOL	$ 5,384,974.95	$ 0.00	$ 21,559.77	$ 0.00	$ 5,406,534.72	4.730%
115	ARPA	CAMP POOL	$ 1,315,981.67	$ 0.00	$ 5,268.78	$ 0.00	$ 1,321,250.45	4.730%
120	AA	CAMP POOL	$ 2,657,964.22	$ 0.00	$ 10,641.67	$ 0.00	$ 2,668,605.89	4.730%
461	DIF Park Imp.	CAMP POOL	$ 2,677,361.80	$ 0.00	$ 10,719.33	$ 0.00	$ 2,688,081.13	4.730%
301	Endowment	CAMP POOL	$ 435,157.22	$ 0.00	$ 1,742.23	$ 0.00	$ 436,899.45	4.730%
100	General	CAMP MANAGED ACCOUNT	$ 6,285,134.47	$ 0.00	$ 15,897.42	$ 0.00	$ 6,301,031.89	4.460%
110	Dev. Agrmnt.	CAMP MANAGED ACCOUNT	$ 2,368,636.96	$ 0.00	$ 5,965.08	$ 0.00	$ 2,374,602.04	4.460%
120	AA	CAMP MANAGED ACCOUNT	$ 6,390,570.14	$ 0.00	$ 16,140.16	$ 0.00	$ 6,406,710.30	4.460%
201	Measure A	CAMP MANAGED ACCOUNT	$ 1,188,991.10	$ 0.00	$ 2,992.11	$ 0.00	$ 1,191,983.21	4.460%
212	Waste Svcs.	CAMP MANAGED ACCOUNT	$ 1,059,321.23	$ 0.00	$ 2,674.92	$ 0.00	$ 1,061,996.15	4.460%
300	Cemetery	CAMP MANAGED ACCOUNT	$ 1,059,321.23	$ 0.00	$ 2,674.92	$ 0.00	$ 1,061,996.15	4.460%
420	Public Fac.	CAMP MANAGED ACCOUNT	$ 507,725.29	$ 0.00	$ 1,277.70	$ 0.00	$ 509,002.99	4.460%
421	Police Fac.	CAMP MANAGED ACCOUNT	$ 507,725.29	$ 0.00	$ 1,277.70	$ 0.00	$ 509,002.99	4.460%
440	DIF Roads	CAMP MANAGED ACCOUNT	$ 2,669,203.49	$ 0.00	$ 6,751.61	$ 0.00	$ 2,675,955.10	4.460%
461	DIF Park Imp.	CAMP MANAGED ACCOUNT	$ 1,019,858.69	$ 0.00	$ 2,555.39	$ 0.00	$ 1,022,414.08	4.460%
		TOTAL	$ 40,642,666.76	$ 0.00	$ 108,138.79	$ 0.00	$ 40,750,805.55	

In compliance with the California Code Section 53646, as City Treasurer for 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 with the City's Statement of Investment Policy.

I also certify that this report reflects all Government Agency pooled investments and all of the City's Bank Balances.

Heidi Schrader
Heidi Schrader
City Treasurer

1/16/2025
Date

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.6
Meeting Date: February 12, 2025

SUBJECT: License Agreement with Van Engineering, Inc. for use of City property as a Temporary Construction Staging Area for the Palomar Street Widening and Cemetery Improvements Projects (CIP 028-2, 067-1)

SUBMITTED BY: Jason Farag, Public Works Director

PREPARED BY: Cameron Luna, Associate Engineer

ACTION:
Authorize the City Manager to execute the License Agreement with Van Engineering, Inc., to approve the use of City property as a temporary construction staging area for the Palomar Street Widening Cemetery Improvements Projects (CIP 028-2, 067-1)

SUMMARY:
The City's contractor for the Palomar St. Widening and Cemetery Improvement Projects (Projects) is requesting approval from the City to use City property for the temporary storage of construction equipment and materials during the duration of the Projects.

BACKGROUND:
The Palomar St. Widening, Phase 2, and Cemetery Improvement, Phase 1, Projects (CIP 028-2, 067-1) (Projects) includes on-site improvements to the Wildomar Cemetery and street improvements to Palomar Street, Gruwell Street and Wildomar Trail. The City's contractor for the Projects, Van Engineering, Inc., has requested a location to temporarily stage construction equipment, items, and pavement materials during the duration of the Projects. The City owns two parcels (APN 376-051-001 & 376-051-002) along Palomar Street that are located within the construction area of the Projects. These parcels were acquired during the Right-of-Way acquisition phase of the Projects to accommodate the street improvements being constructed. The parcels are shown in Exhibit A of Attachment A. As part of the bidding documents for the Projects, the City notified bidders that the subject parcels could be requested for staging equipment and materials during construction after the contract for the Projects was awarded.

DISCUSSION:
To permit use of City property, the user of the property must execute a License Agreement with the City. A proposed License Agreement (Agreement) for this specific request is included as Attachment A. As proposed in the Agreement, access to the City property would be granted to the contractor for approximately nine (9) months, enough time to cover the 200 working days allowed in the construction contract. The contractor will be required to secure the equipment and materials, at no liability to the City. The site will be maintained per the License Agreement, employing good housekeeping and compliance with stormwater pollution prevention requirements. The Contractor will restore the site to an acceptable condition upon the completion of their use.

Staff recommends that the City Council authorize the City Manager to sign the License Agreement with Van Engineering, Inc, to approve the use of City property as a temporary construction staging area for the Projects.

FISCAL IMPACT:
Any costs related to the Projects or the approval of this License Agreement are funded by the budgets approved by the City Council for the Projects.

There is no impact to the General Fund.

ATTACHMENTS:
A - License Agreement

ATTACHMENT A

LICENSE AGREEMENT BETWEEN
THE CITY OF WILDOMAR AND VAN ENGINEERING, INC.
FOR TEMPORARY STORAGE OF CONSTRUCTION
EQUIPMENT AND MATERIALS

This LICENSE AGREEMENT ("Agreement") is made and entered into on the 12th day of February, 2025 between the City of Wildomar, hereinafter referred to as "City", and Van Engineering, Inc., hereinafter referred to as Licensee. City and Licensee are sometimes individually referred to as a "Party" and collectively as the "Parties." All references to City include its elected officials, officers, directors, employees, agents, and volunteers. All references to Licensee include its personnel, employees, agents, and subcontractors.

RECITALS

WHEREAS, the City is the owner of land designated as APNs 376-051-001 & 376-051-002 ("Property') of the Tax Assessor's Maps of Riverside County in the City of Wildomar ("City"); which lands are graphically depicted in Exhibit "A" attached hereto, being the location of City's Property; and

WHEREAS, Licensee wishes to seek approval from City to utilize the City's Property for the temporary storage of construction equipment and materials; and

WHEREAS, City agrees to permit Licensee to utilize the City's Property for said purposes subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the following, the parties agree as follows:

1. GRANT OF LICENSE. City does hereby grant to Licensee, and Licensee does hereby accept from City, a nonexclusive license to use the City Property for the purpose of storing construction materials and equipment to be used for the Palomar Street Widening, Phase 2, and Wildomar Cemetery Perimeter Wall, Fencing and ADA Improvements Project approved by the City of Wildomar on October 9th, 2024.

2. TERM. The initial Term of the Agreement shall commence on February 12th, 2025 and shall terminate at 12:00 midnight on November 30th, 2025. The parties may mutually agree to extend the Term for up to six (6) months. Such extension shall be memorialized in writing and the City Council authorizes the City Manager to sign any such extension.

3. TERMINATION WITHOUT CAUSE: City may terminate this Agreement at any time without cause by notifying the other party in writing at least thirty (30) days prior to the termination date.

4. USE; MAINTENANCE: It is hereby acknowledged and agreed that the City Property is being provided to Licensee in an as-is condition, and City makes no representation regarding the condition of the City's Property. Licensee shall maintain the City's Property in good condition, general wear and tear excepted. Licensee agrees to take all prudent action to protect the Property from any damage or injury caused by the exercise of this License. Licensee shall pay to City all costs incurred by City for the repair of such damage or injury.

5. GENERAL INDEMNITY. Licensee shall indemnify, protect, defend and hold harmless City, and its elected and appointed officials, officers, agents and employees (collectively, the "Indemnified Parties"), from and against any and all claims, actions, liabilities, damages, losses, judgments, costs and expenses (including reasonable attorneys' fees and costs), (collectively "Claims") which the Indemnified Parties, or any of them, may suffer or incur arising from Licensee's use of the City's Property, and shall further indemnify, protect, defend and hold harmless the Indemnified Parties, and each of them, from and against any Claims arising from any negligence of Licensee, its agents, contractors, servants, employees, or licensees. The foregoing indemnity shall not extend to any Claims to the extent arising from the grossly negligent, willful or intentional acts or omissions of the Indemnified Parties, or any of them, as to all of which Claims District shall indemnify, protect, defend and hold harmless Licensee.

6. INSURANCE:

A. Types: Amounts. Licensee shall obtain, and shall require any subcontractor to obtain, insurance in the amounts described below unless specifically altered or waived by City ("Required Insurance").

i. Commercial General Liability Insurance. Licensee shall maintain occurrence version commercial general liability insurance or equivalent form, with a combined single limit of not less than Two Million Dollars ($2,000,000) per occurrence and Two Million Dollars ($2,000,000) in the aggregate, and excess liability coverage in the form of an umbrella policy of no less than Four Million Dollars ($4,000,000).

ii. "All Risk" Property Insurance. Licensee shall maintain a policy of property insurance for perils usual to a standard "all risk" insurance policy on all its improvements or alterations in, on, or about the Premises, with limits equal to ninety percent (90%) of the replacement value of all such improvements or alterations. Licensee is permitted to self insure this coverage in a manner consistent with its risk management program in effect from time to time. This option to self insure does not extend to Licensee's subcontractors.

iii. Worker's Compensation as required by law.

iv. Automobile liability with a combined single limit of One Million Dollars ($1,000,000) per accident.

B. General Provisions. The Required Insurance shall include City, its elected officials, officers, employees, agents, and volunteers as additional insureds. The Required Insurance shall be primary with respect to any insurance or self-insurance programs covering City, its elected officials, officers, employees, agents, and volunteers, or if in excess stand in an unbroken chain of coverage in excess of Licensee's scheduled underlying coverage. The Required Insurance shall contain standard separation of insureds provisions, and shall contain no special limitations on the scope of its

protection to City, its elected officials, officers, employees, agents, and volunteers.

C. Certificates: Insurer Rating Cancellation Notice. Prior to the Commencement Date, Licensee shall furnish to City properly executed certificates of insurance which evidence all Required Insurance. Licensee shall maintain the Required Insurance at all times while this Agreement is in effect, and shall replace any certificate or policy which will expire within twenty (20) days after expiration. All certificates of insurance evidencing the Required Insurance shall state that coverage shall not be canceled, unless insurers endeavor to provide thirty (30) days' prior written notice to City. Unless approved in writing by City, Licensee shall place the Required Insurance with insurers licensed to do business in the State of California and with a current A.M. Best rating of at least A:VII.

7. SEVERABILITY: If any term, provision, covenant or condition of this License should be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this Agreement shall continue in full force and effect, and shall in no way be affected, impaired or invalidated thereby.

8. INTERPRETATION: The laws of the state of California shall govern the validity, construction and effect of this Agreement.

9. AMENDMENTS: No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the City and Licensee. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

10. ENTIRE AGREEMENT: This License, including Exhibit is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other Agreements or understandings, whether oral or written, or entered into between City or Licensee prior to the execution of this License. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding.

11. NOTICES. All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested, or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the party to be notified may have designed to the sender by like notice):

TO CITY: City of Wildomar
Attention: City Manager
23873 Clinton Keith Road, suite 110
Wildomar, CA 92595

TO LICENSEE: Van Engineering, Inc.
Attention: Vincenzo Nanci
24046 Clinton Keith Rd St 101-179
Wildomar, CA 92595

Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

CITY OF WILDOMAR

_____
Dan York, City Manager

Van Engineering, Inc.

By: _____

Title: _____
[Notary Acknowledgement Required]

By: _____

Title: _____
[Notary Acknowledgement Required]

APPROVED AS TO FORM:

_____
Thomas D. Jex, City Attorney

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ **(Seal)**

“Exhibit A”

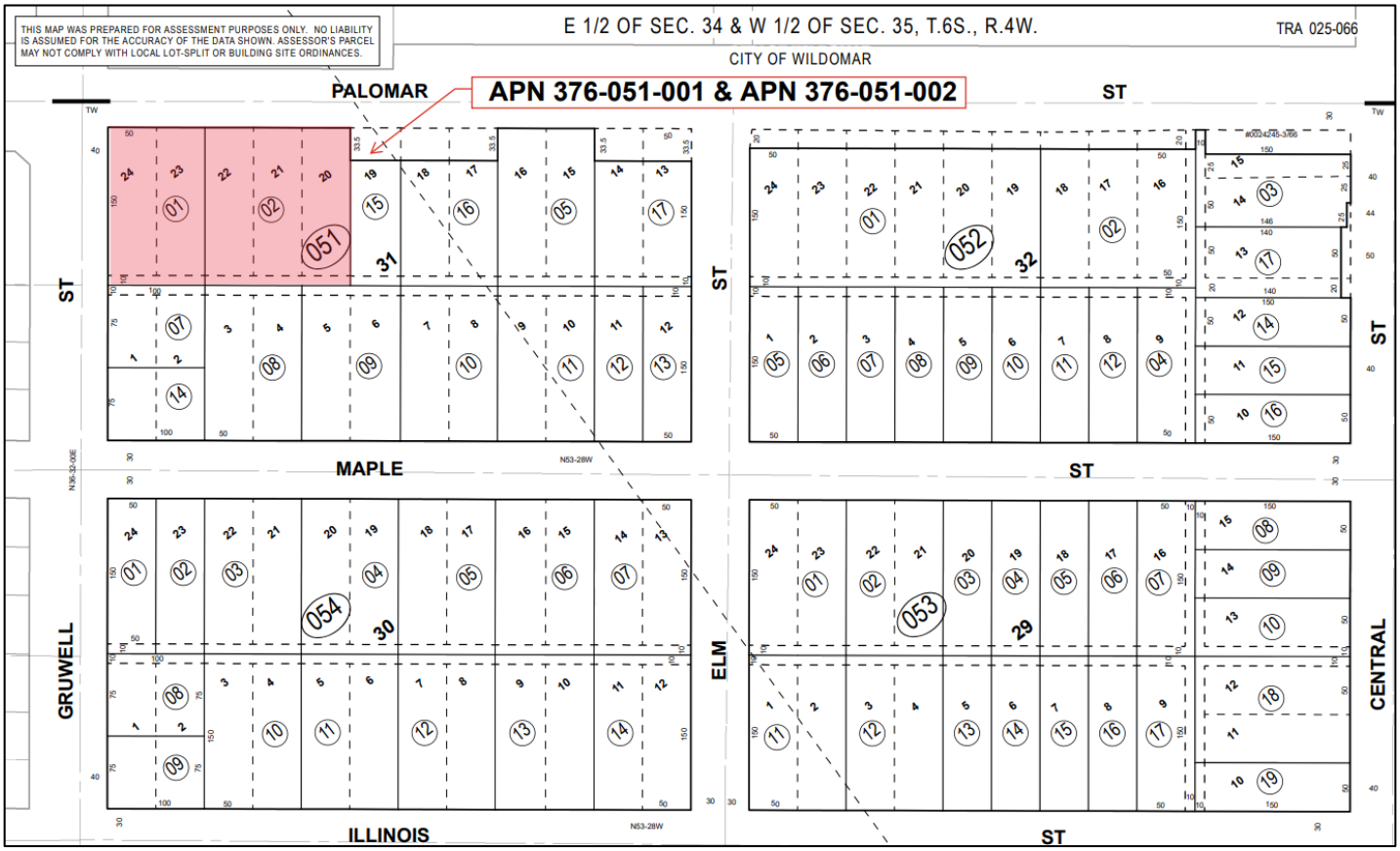


Figure 1 - Site Location Map (APN 376-05-001 & APN 376-051-002)

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.7
Meeting Date: February 12, 2025

SUBJECT: Updating City's Conflict of Interest Code

SUBMITTED BY: Janet Morales, City Clerk

ACTION:
Adopt a Resolution entitled:

RESOLUTION NO. 2025 - ____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE CITY'S CURRENT CONFLICT OF INTEREST CODE SET FORTH BY THE CALIFORNIA STATE FAIR POLITICAL PRACTICES COMMISSION FOR ELECTED OFFICIALS, BOARD AND COMMISSION MEMBERS AND EMPLOYEES OF THE CITY OF WILDOMAR

SUMMARY:
The Political Reform Act requires every local government agency to review its conflict of interest code biennially and as needed. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

BACKGROUND:
The Political Reform Act requires public agencies to adopt a local Conflict of Interest Code designating positions required to file Statements of Economic Interests (Form 700) and assigning disclosure categories specifying the types of interests to be reported. The Conflict of Interest code must be reviewed biennially and updated as needed.

DISCUSSION:
The City updated its schedule of authorized positions on December 11, 2024. It would now be appropriate for the City Council to update the Conflict of Interest code to reflect the recent changes. The attached resolution identifies the changes made in red.

FISCAL IMPACT:
None.

ATTACHMENTS:
1. Resolution
2. Reso 2024-54

RESOLUTION NO. 2025 - ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE CITY'S CURRENT CONFLICT OF INTEREST CODE SET FORTH BY THE CALIFORNIA STATE FAIR POLITICAL PRACTICES COMMISSION FOR ELECTED OFFICIALS, BOARD AND COMMISSION MEMBERS, AND EMPLOYEES OF THE CITY OF WILDOMAR

RECITALS

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code; and

WHEREAS, the City adopted Regulation 18730 as its conflict of interest code on August 27, 2008; and

WHEREAS, the Political Reform Act requires every local government agency to review its conflict of interest code biennially and as needed, to amend the City of Wildomar's Conflict of Interest Code to include the agency's newly authorized positions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wildomar as follows:

1. The terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Exhibit A, in which officials, boards and commission members and employees are designated, and Exhibit B in which disclosure categories are set forth, constitute the conflict of interest code of the City of Wildomar.

2. Upon receipt of statements of the Members of the City Council, Planning Commission, City Manager, City Attorney, and City Treasurer, the City Clerk shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission. Designated employees shall file statements of economic interests with the City Clerk. All statements of economic interests will be made available for public inspection and reproduction, upon request, pursuant to Government Code 81008.

3. Resolution No. 2024-54 is hereby repealed.

PASSED, APPROVED, AND ADOPTED this 12th day of February, 2025.

_____
Ashlee DePhillippo
Mayor

APPROVED AS TO FORM:

_____
Thomas D. Jex
City Attorney

ATTEST:

_____
Janet Morales, CMC
City Clerk

EXHIBIT A

DESIGNATED EMPLOYEES

Position	Disclosure Category
Administrative Services Director	1
Assistant City Manager	1
Assistant to the City Manager	1
Building Inspection Supervisor	1
Chief Building Official	1
City Clerk	1
City Clerk – MMC Certified	1
City Engineer	1
Code Enforcement Manager	1
Code Enforcement Supervisor	1
Community Development Director	1
Community Services Director	1
Community Services Manager	1
Deputy City Manager	1
Economic Development Director	1
Engineering Division Manager	1
Facilities Contract Specialist	1
Field Supervisor	1
Finance Manager	1
Human Resources and Risk Manager	1
Maintenance Manager	1
Planning Manager	1
Principal Planner	1
Public Works Director	1
Principal Engineer	1
Principal Engineer/City Engineer	1
Public Works Director	1
Public Works Director/City Engineer	1
Senior Engineer	1
Senior Planner	1
Candidates for Council	1
Measure AA Committee Members	1
Measure Z Committee Members	1
*Consultants	1-3 as applicable

*Consultants shall be included in the list of designated employees and may be required to file a State of California, Fair Political Practices Commission, Statement of Economic Interests form. If a consultant participates in making financial decisions, said consultant is required to disclose certain types of information so that the public can be made aware of any potential conflict of interest. This form must be filed each year and is a public document. However, the following limitation may apply:

The City Manager may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

The following positions are NOT covered by this code, because they are required to file full disclosure with the Fair Political Practices Commission ~~(by way of the City Clerk)~~ under Section 872000, and therefore, are listed for informational purposes only:

City Councilmembers
City Attorneys
City Manager
City Treasurer
City Planning Commissioners

EXHIBIT B

DISCLOSURE CATEGORIES

All disclosure definitions are contained in the Political Reform Act.

All designated employees shall make disclosure in the following category:

1. <u>Full Disclosure:</u> All investments and business positions in business entities, sources of income including gifts, loans, and travel payments, and interests in real property.

Form 700 Schedules: All Schedules (A through E)

2. <u>Income:</u> All sources of income including gifts, loans, and travel payments, unless otherwise exempt from disclosure by the Political Reform Act.

Form 700 Schedules: C, D, E

3. <u>Real Property:</u> All interests in real property located within the City.

Form 700 Schedules: B

RESOLUTION NO. 2024 - 54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, UPDATING THE CITY'S CURRENT CONFLICT OF INTEREST CODE SET FORTH BY THE CALIFORNIA STATE FAIR POLITICAL PRACTICES COMMISSION FOR ELECTED OFFICIALS, BOARD AND COMMISSION MEMBERS, AND EMPLOYEES OF THE CITY OF WILDOMAR

RECITALS

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code; and

WHEREAS, the City adopted Regulation 18730 as its conflict of interest code on August 27, 2008; and

WHEREAS, the Political Reform Act requires every local government agency to review its conflict of interest code biennially and file the biennial notice with the City Council; and

WHEREAS, the biennial notice determined that the City Council needs to amend the City of Wildomar's Conflict of Interest Code to include the agency's new positions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wildomar as follows:

1. The terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Exhibit A, in which officials, boards and commission members and employees are designated, and Exhibit B in which disclosure categories are set forth, constitute the conflict of interest code of the City of Wildomar.

2. Upon receipt of statements of the Members of the City Council, Planning Commission, City Manager, City Attorney, and City Treasurer, the City Clerk shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission. Designated employees shall file statements of economic interests with the City Clerk. All statements of economic interests will be made available for public inspection and reproduction, upon request, pursuant to Government Code 81008.

3. Resolution No. 2023-62 is hereby repealed.

PASSED, APPROVED, AND ADOPTED this 14th day of August, 2024.

Bridgette Moore
Mayor

APPROVED AS TO FORM:

Thomas D. Jex
City Attorney

ATTEST:

Janet Morales, CMC
City Clerk

EXHIBIT A

DESIGNATED EMPLOYEES

Position	Disclosure Category
Administrative Services Director	1
Assistant City Manager	1
Assistant to the City Manager	1
Building Inspection Supervisor	1
Chief Building Official	1
City Clerk	1
City Engineer	1
Code Enforcement Manager	1
Code Enforcement Supervisor	1
Community Development Director	1
Community Services Director	1
Community Services Manager	1
Deputy City Manager	1
Economic Development Director	1
Engineering Division Manager	1
Facilities Contract Specialist	1
Field Supervisor	1
Finance Manager	1
Human Resources and Risk Manager	1
Maintenance Manager	1
Principal Engineer	1
Principal Engineer/City Engineer	1
Public Works Director	1
Public Works Director/City Engineer	1
Senior Engineer	1
Senior Planner	1
Candidates for Council	1
Measure AA Committee Members	1
Measure Z Committee Members	1
*Consultants	1-3 as applicable

*Consultants shall be included in the list of designated employees and may be required to file a State of California, Fair Political Practices Commission, Statement of Economic Interests form. If a consultant participates in making financial decisions, said consultant is required to disclose certain types of information so that the public can be made aware of any potential conflict of interest. This form must be filed each year and is a public document. However, the following limitation may apply:

The City Manager may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section.

Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

The following positions are NOT covered by this code, because they are required to file full disclosure with the Fair Political Practices Commission (by way of the City Clerk) under Section 872000, and therefore, are listed for informational purposes only:

City Councilmembers
City Attorneys
City Manager
City Treasurer
City Planning Commissioners

EXHIBIT B

DISCLOSURE CATEGORIES

All disclosure definitions are contained in the Political Reform Act.

All designated employees shall make disclosure in the following category:

1. Full Disclosure: All investments and business positions in business entities, sources of income including gifts, loans, and travel payments, and interests in real property.

Form 700 Schedules: All Schedules (A through E)

2. Income: All sources of income including gifts, loans, and travel payments, unless otherwise exempt from disclosure by the Political Reform Act.

Form 700 Schedules: C, D, E

3. Real Property: All interests in real property located within the City.

Form 700 Schedules: B

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)
CITY OF WILDOMAR)

I, Janet Morales, City Clerk of the City of Wildomar, California, do hereby certify that the foregoing Resolution No. 2024 – 54 was duly adopted at a regular meeting held on August 14, 2024, by the City Council of the City of Wildomar, California, by the following vote:

AYES: Marquez, Morabito, Nigg, Mayor Pro Tem DePhillippo, Mayor Moore

NOES: None

ABSTAIN: None

ABSENT: None

Janet Morales, CMC
City Clerk
City of Wildomar

CITY OF WILDOMAR INCORPORATED July 1, 2008 STATE OF CALIFORNIA

CITY OF WILDOMAR
MEETING (CCR)
PUBLIC HEARING
Agenda Staff Report # 2.1
Meeting Date: February 12, 2025

SUBJECT: Consideration of Resolution of Necessity for Condemnation of Improved Property located at 23690 Bundy Canyon Road for the Bundy Canyon Road Improvement Project, Segment 2 (CIP 026-2)

SUBMITTED BY: Jason Farag, Public Works Director

PREPARED BY: Thomas D Jex, City Attorney

ACTION:
1. Conduct a hearing on the proposed Resolution 2025-__ of the City of Wildomar finding and determining that the public interest, convenience, and necessity require the acquisition of certain property for public purposes; and

2. Review the evidence presented, including this staff report and public comments, and close the hearing; and

3 Find that on September 10, 2014, in accordance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines §15070, the City Council adopted Resolution 2014-048 certifying an Environmental Impact Report for the Project, and that on September 9, 2020, the City Council adopted Resolution 2020-62, approving an Addendum to the Environmental Impact Report, and that no additional CEQA findings are required for the Project; and

4. Adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR FINDING AND DETERMINING THAT THE PUBLIC INTEREST, CONVENIENCE AND NECESSITY REQUIRE THE ACQUISITION OF CERTAIN PROPERTY FOR PUBLIC PURPOSES

SUMMARY:
To complete the construction associated with the Bundy Canyon Road Improvement Project, Segment 2 (CIP 026-2) ("Project"), certain easements (or rights-of-way) are required from adjacent property owners. This item considers a Resolution of Necessity for condemnation of a portion of improved property over which a temporary construction easement is needed to allow for the construction of the Project.

BACKGROUND:
The Bundy Canyon Road Improvement Project (Overall Project) pertains to an approximate three-mile stretch of Bundy Canyon Road in the City of Wildomar. Segment 1 of the Overall Project pertains to the west portion of the project, between Cherry Street and east of Oak Canyon Drive. Segment 2 runs from east of Oak Canyon Drive to east of The Farm Road, and

Segment 3 is located between The Farm Road and Sunset Avenue (approximately one mile). The City is currently preparing Segment 2 of the Overall Project (Project) for construction.

Most of Bundy Canyon Road contains two traffic lanes (one in each direction). The purpose of the Project is to widen the road to four lanes (two in each direction) and realign portions of the road. Improvements will also include a new multi-use trail, new storm drains, the construction of a center striped median, left-turn lanes at major intersections, signage, and the addition and modification of traffic signals at certain intersections. The Project is intended to improve traffic flow in the area, and enhance the safety of the roadway.

On September 10, 2014, in accordance with the California Environmental Quality Act ("CEQA") and State CEQA Guidelines §15070, the City Council adopted Resolution 2014-48 certifying an Environmental Impact Report (EIR) for the Project. On September 9, 2020, the City Council adopted Resolution 2020-62 approving an Addendum to the EIR for the Project.

DISCUSSION:

In order to complete the construction of the Project, the City must acquire a portion of the improved parcel located at 23690 Bundy Canyon Road, and identified by accessor parcel number 366-320-006 ("Larger Parcel"). The Larger Parcel is zoned RR (Rural Residential) and is owned by John Chung Hwe Park and Moon Hwa Park ("Owner").

On September 13, 2023, the City Council adopted a Resolution of Necessity to condemn three separate easements over the Larger Parcel: a permanent road easement, a permanent slope easement, and a temporary construction easement. Subsequently, the City Attorney's Office filed a Complaint in Eminent Domain to condemn the three easements. That lawsuit is currently ongoing.

Since filing that initial eminent domain action, the City has determined that it needs an additional temporary construction easement over a portion of the Larger Parcel in order to complete the Project. The additional easement would provide a more moderate driveway slope for the property owner (reduction from approximately 14.8% to 9.31%) and reduce the potential for vehicle scraping on the new roadway improvements. The City is seeking to acquire a 24-month temporary construction (TCE) easement containing 3,845 square feet ("Easement"). The Easement is more particularly described and depicted in the proposed Resolution attached hereto. While the Larger Parcel is utilized as an improved residential/equestrian property (Oak Meadows Ranch), the existing buildings will not be impacted by the Easement.

On or about November 19, 2024, City Staff tendered an offer to the Owner in the amount of $1,224 for the Easement ("Offer"). The Offer was based on an appraisal prepared by a licensed appraiser. City Staff and the City's Right of Way agents have attempted in earnest to negotiate a purchase of the Easement, and although negotiations are ongoing and will continue, the acquisition of the Easement has not been consummated. The City requires possession and use of the Easement before work on the Larger Parcel can commence and there are no assurances that an agreement between the parties will be reached in order to meet the Project's construction schedule; therefore, a Resolution of Necessity is being requested.

Pursuant to California Government Code Sections 7267.2, 37350.5, and 40404, and California Code of Civil Procedure Section 1230.010 et seq., 1240.410 and 1240.020, and Section 19,

Article I of the California Constitution, and other authorities, the City is authorized to acquire the aforementioned Easement by eminent domain, provided certain procedural steps are followed.

The City must make an offer to purchase to the property owner, which offer must be transmitted in writing, based upon an appraisal. City tendered a statutory Offer to purchase the Easement as required by law based upon an approved appraisal (Attachment A). To date, the offer has not been accepted.

It is now necessary that an action in eminent domain be commenced to acquire the Easement referenced above. Prior to the filing of the action, the City must hold a hearing on the proposed Resolution of Necessity (attached) and provide the Owner an opportunity to be heard.
In addition, the hearing must be duly noticed. Attached is a copy of the Notice of Hearing, which was issued on or about January 21, 2025, in accordance with the applicable statutes (Attachment B).

After conducting the public hearing, if the Council finds that the public necessity so requires, City should adopt the attached Resolution of Necessity, authorizing condemnation proceedings for the purpose of acquiring the Easement.

The findings which need to be made, are as set forth in the Resolution of Necessity. Specifically, the Council must find:

1. That the public interest and necessity require the acquisition of the proposed Project. As proposed, the Project will serve public purposes, as discussed above.
2. That the Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury. City evaluated different Project design options to identify any overall Project cost and real estate impacts in an effort to ensure the least private injury. It was determined that Project in its currently proposed iteration will be most compatible with the greatest public good and the least private injury.
3. That the Easement is necessary for the proposed Project. The temporary construction easement is needed in order to construct the Project improvements within the Easement and Project area.
4. That City made the offer to purchase as required by section 7267.2 of the California Government Code. The Statutory Offer to Purchase was tendered to the owner of the Property on or about November 19, 2024.
5. That the necessary notice of hearing to consider the adoption of the Resolution of Necessity has been given, as required by Code of Civil Procedure section 1245.235. As evidenced by Attachment B, this notice was issued on or about January 21, 2025.
6. That City has complied with CEQA for the Project. On September 10, 2014, in accordance with the California Environmental Quality Act (“CEQA”) and State CEQA Guidelines §15070, the City Council adopted Resolution 2014-48 certifying an Environmental Impact Report for the Project, and on September 9, 2020, the City Council adopted Resolution 2020-62 approving an Addendum to the Environmental Impact Report for the Project No additional findings are necessary to comply with CEQA.
7. The Easement is necessary for the purpose specified in Section 1240.350 of the Code of Civil Procedure, and as such the taking is authorized by Section 1240.350 of the Code of Civil Procedure. This project is in compliance with Section 1240.350 in that the proposed road widening, sidewalks, and storm drains along Bundy Canyon Road in the City, is a public need and is for the greater good of the public’s interest and balances the various hardships of all parties affected by this taking.

Questions relating to value are not relevant to this proceeding. However, that does not mean that negotiations for the acquisition of the Easement are at an end. If City adopts the Resolution of Necessity, after the hearing, negotiations for the acquisition of the Easement may continue.

The proposed Resolution of Necessity must be adopted by a two-thirds majority vote.

FISCAL IMPACT:
Funds are available for the acquisition of this Property and are included in the City's FY 2024-25 budget. Legal costs related to the eminent domain proceedings are unknown at this time are dependent upon whether or not an agreement can be reached with the property owner. Legal costs will be paid for from the approved Project budget. Staff will track the related costs and bring forward a budget amendment if additional budget is needed for this process.

ATTACHMENTS:
Resolution
Presentation
A - Offer Letter
B - Notice of Public Hearing

RESOLUTION NO. 2025-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR FINDING AND DETERMINING THAT THE PUBLIC INTEREST, CONVENIENCE AND NECESSITY REQUIRE THE ACQUISITION OF CERTAIN PROPERTY FOR PUBLIC PURPOSES

WHEREAS, the City Council has determined that the City of Wildomar ("City") needs to acquire certain property interests in connection with the construction of the Bundy Canyon Road Improvement Project, Segment 2 (CIP 026-2) ("Project").

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Wildomar, by vote of two-thirds or more of its members, FINDS, DETERMINES, DECLARES, AND RESOLVES the following:

1. The City intends to construct the Project, which is intended to improve traffic flow and enhance safety by widening the roadway, constructing a multi-use trail, constructing storm drains, constructing a center striped median, left-turn lanes at major intersections, signage, and add and modify traffic signals at certain intersections along Bundy Canyon Road. The Project is for a public use.

2. To complete construction on the Project, the City must acquire a 3,845 square foot temporary construction easement ("Easement") allowing the City, its successors and assigns, an easement for ingress, egress and construction purposes, including but not limited to the use of the easement by Grantee and its officers, employees, agents, contractors and subcontractors (collectively "Authorized Personnel"), for the removal, clearance, grading, and construction of a multi-use trail, and roadway improvements, or other necessary uses, in connection with the Project over that certain real property (the "Property") situated in the City of Wildomar, County of Riverside, State of California, as depicted on Exhibit "A" of Attachment 1, attached hereto and incorporated herein by reference. This easement shall include, without limitation, the right and privilege of Authorized Personnel to (i) use, control, and occupy the Property in order to perform all activities as may be necessary for the construction of roadway improvements, including, but not limited to the removal of existing driveway improvements, grading, and construction of driveway improvements; (ii) have access to, ingress to, and egress from the Property; (iii) use and temporarily place, store, and operate tools, equipment, machinery, and materials on and within the Property; (iv) trim, cut, or clear away any trees, brush, or other vegetation or flora within the Property area. Hereinafter, items (i)-(iv) shall be collectively referred to herein as the "Work." During the term of the easement, the owner of the Larger Parcel shall be permitted to access and use the Property to the extent such access and use does not interfere with use of the Property by Authorized Personnel for the Work. The City will at all times during the term of the easement allow the owner of the Larger Parcel to have and maintain reasonable access to and from the Larger Parcel.

   At the expiration of the temporary construction easement, the City will restore or have

restored the temporary construction easement area as reasonably as possible to the pre-existing condition or to a condition mutually agreed upon within a reasonable time. The City, however, shall not be required to restore vegetation to the pre-existing condition. The City will at all times during the TCE term allow the property owner(s) to have and maintain reasonable access to and from the Larger Parcel. Upon completion of the Work, City will cause all of the equipment, materials, tools, trash, and debris to be removed from the TCE area.

The term of the temporary construction easement shall be for a period not to exceed twenty-four (24) months, which shall commence following written notice provided to the owner of the Larger Parcel. In no event shall the term of the TCE extend beyond December 31, 2027.

3. The Easement is necessary for the completion of the Project. The City is authorized to acquire the Easement by eminent domain for the public use set forth herein in accordance with the California Constitution, Article 1, Section 19; the California Eminent Domain Law, Code of Civil Procedure Section 1230.010 *et seq*., including, but not limited to, sections 1240.010 through 1240.050 inclusive, and sections 1240.110, 1240.120, 1240.220, 1240.320, 1240.330, 1240.350, 1240.410, 1240.510, 1240.610, 1240.650; Government Code Section 37350.5, 40404, and other provisions of law.

4. On or about January 23, 2025, the City mailed a Notice of Hearing regarding the intent of the City Council of the City of Wildomar to consider adoption of a resolution of necessity for acquisition by eminent domain of the Easement. The Notice of Hearing was mailed to all persons whose name(s) appear on the last Equalized County Assessment Roll as having an interest in the Property, to the addresses appearing on the Roll. The Notice of Hearing advised the persons of their right to be heard on the matters referred to in the Notice of Hearing on the date and at the time and place stated.

5. The hearing referenced in the Notice of Hearing was held on February 12, 2025, at the time and place stated in the Notice of Hearing. All interested parties were given an opportunity to be heard. The hearing was then closed.

6. Based upon the evidence presented in the staff report and materials provided to Council, and evidence and testimony presented at the hearing, the City Council of the City of Wildomar finds, determines, declares, and resolves each of the following:

    A. The public interest and necessity require the proposed Project;

    B. The proposed Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury;

    C. The interest in property sought to be acquired by eminent domain is necessary for the proposed Project;

    D. The City has complied with all conditions and statutory requirements necessary to exercise the power of eminent domain to acquire the property described herein, as well as any other matter regarding the right to take said property by eminent domain, including but not limited to, making the offer required by Government Code Section 7267.2(a);

E. The City has complied with CEQA for the Project. On September 10, 2014, in accordance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines §15070, the City Council adopted Resolution 2014-48 certifying an Environmental Impact Report for the Project, and on September 9, 2020, the City Council adopted Resolution 2020-62 approving an Addendum to the Environmental Impact Report for the Project. No additional findings are necessary to comply with CEQA.; and

F. The Easement herein described is a portion of the larger parcel located at 23690 Bundy Canyon Road and known by accessor parcel number 366-320-006 ("Larger Parcel").

7. The City Attorney is hereby authorized to acquire in the name of the City the Easement described in this Resolution in accordance with the provisions of California Eminent Domain Law, to commence an action in eminent domain, to deposit the probable amount of compensation with the State Treasury, to apply to the Superior Court for an order permitting the City to take immediate possession and make immediate use of the property for the Project, and to take all necessary steps to acquire the property under the law.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Wildomar at a regular meeting held this **12th day of February, 2025,** by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Ashlee DePhillippo, Mayor

ATTEST:

APPROVED AS TO FORM:

_____
Janet Morales, CMC, City Clerk

_____
Thomas D. Jex, City Attorney

ATTACHMENT 1

Temporary Construction Easement

<PLACEHOLDER>

Bundy Canyon Road Improvement Project, Segment 2 (CIP 026-2)

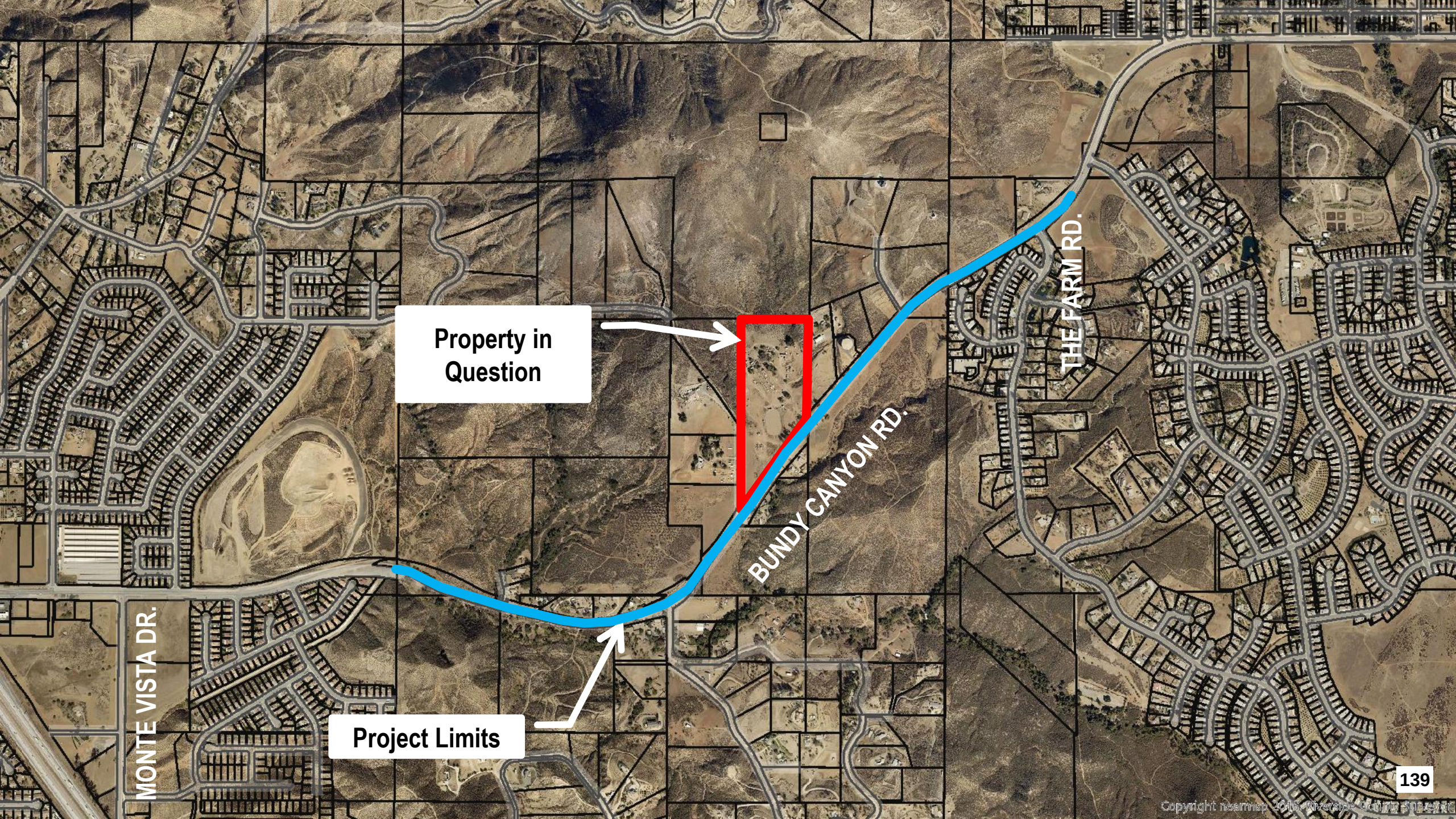
23690 Bundy Canyon Road

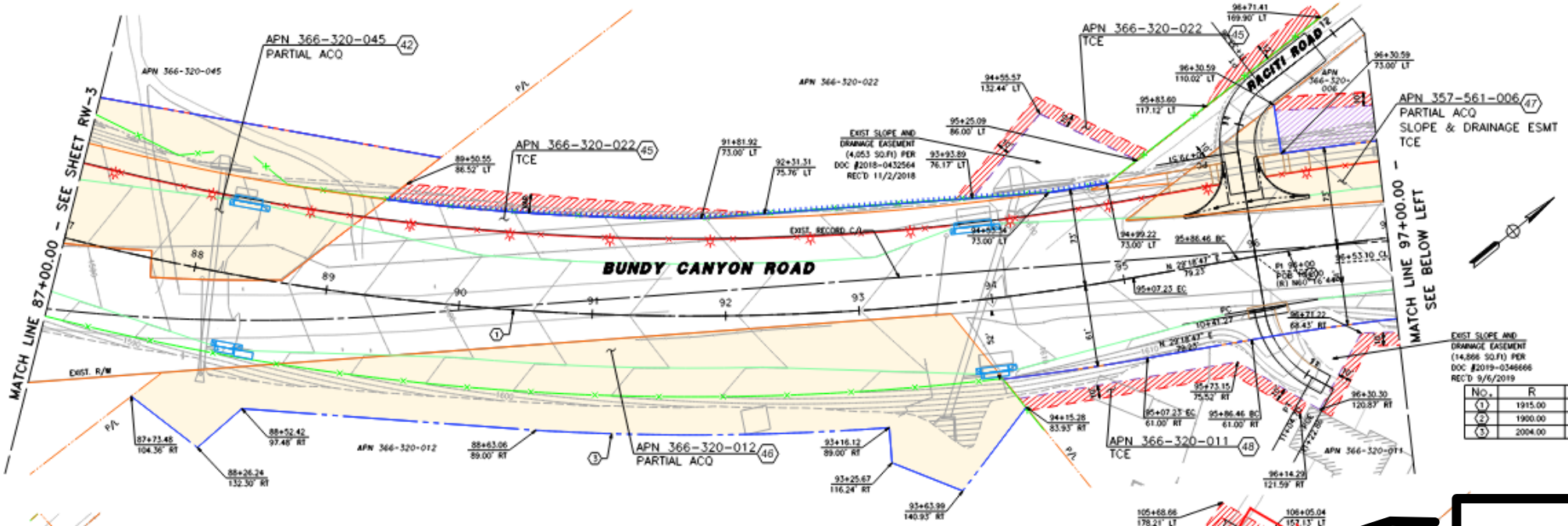
Resolution of Necessity

Public Hearing

February 12, 2025

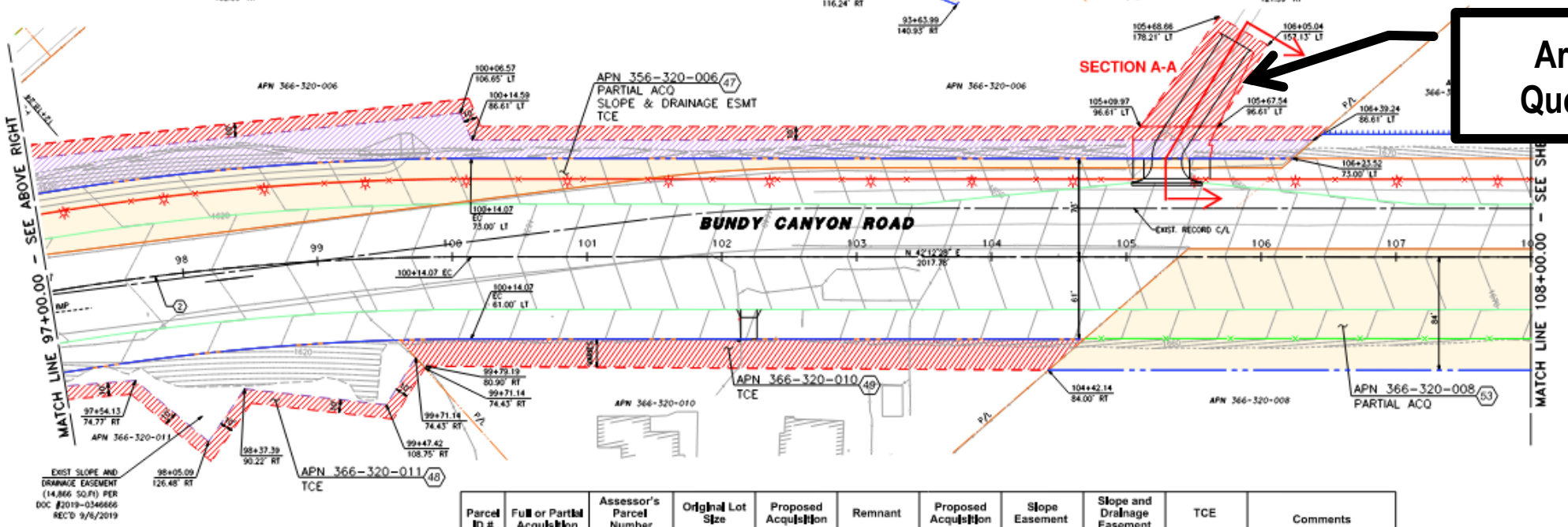
City of Wildomar


Property in Question
BUNDY CANYON RD.
THE FARM RD.
MONTE VISTA DR.
Project Limits



CURVE DATA

No.	R	Δ	T	L
1	1915.00	88°00'43"	1849.71	2941.66
2	1900.00	12°53'41"	214.71	427.60
3	2004.00	7°34'16"	132.60	264.82

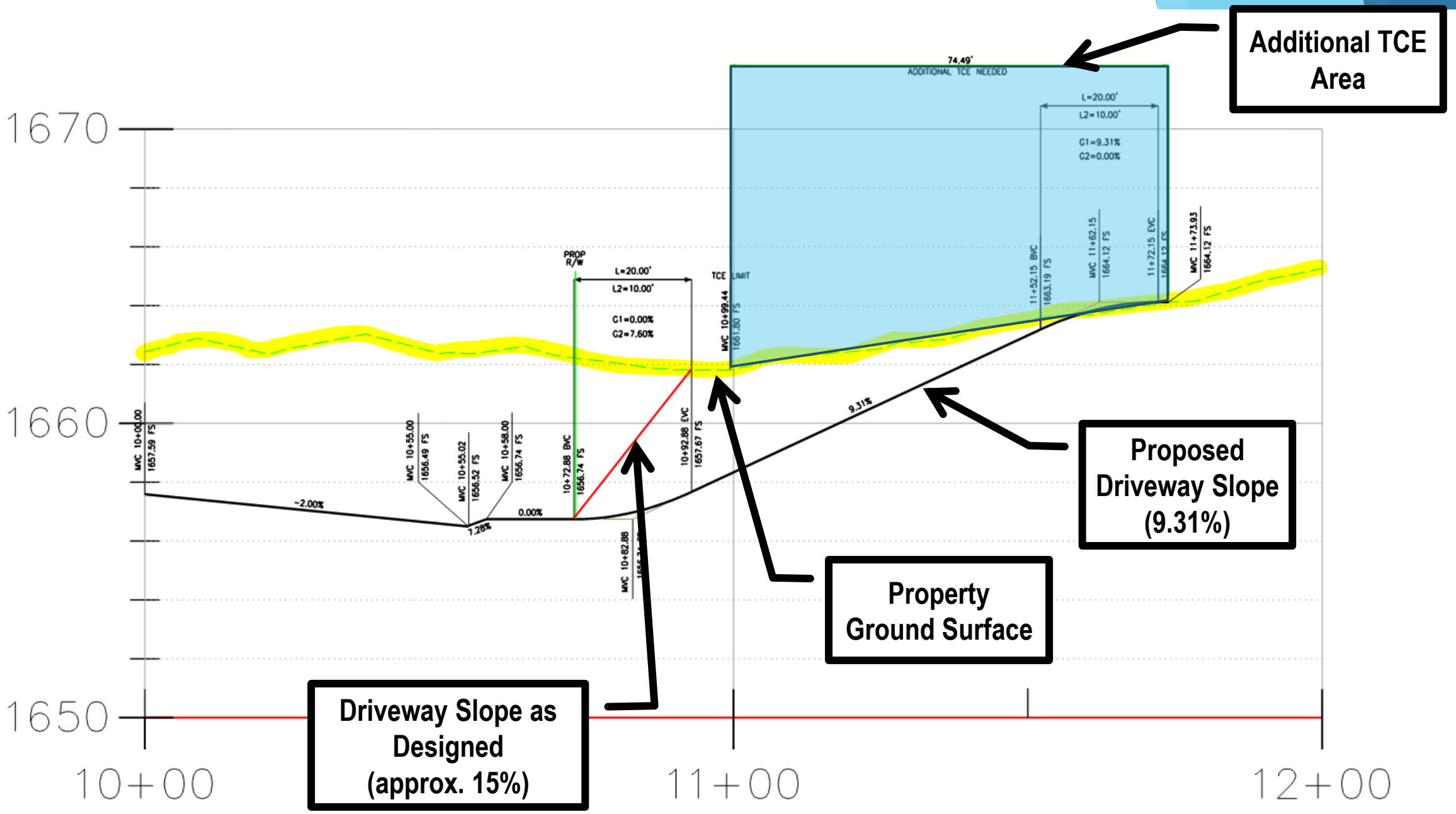


LEGEND

- EXISTING RIGHT OF WAY
- PARCEL LINES
- PROPOSED RIGHT OF WAY
- RESTRICTED ACCESS
- PARTIAL RIGHT OF WAY ACQUISITION
- FULL RIGHT OF WAY ACQUISITION
- TEMPORARY CONSTRUCTION EASEMENT (TCE)
- PERMANENT SLOPE EASEMENT
- PERMANENT SLOPE AND DRAINAGE EASEMENT
- DAYLIGHT LINE

Parcel ID #	Full or Partial Acquisition	Assessor's Parcel Number APN	Original Lot Size	Proposed Acquisition	Remnant	Proposed Acquisition	Slope Easement	Slope and Drainage Easement	TCE	Comments
			Acre	Acre	Acre	Sq.ft	Sq.ft	Sq.ft	Sq.ft	
42	Partial	366-320-045	42,89	2,02	40,87	88163,92				RCA
45	Temp	366-320-022	6,13		6,13				6007,24	
46	Partial	366-320-012	13,43	0,99	12,44	43203,03				RCA
47	Partial	366-320-006	20,83	0,65	20,17	28435,49		19323,94	10474,27	
48	Temp	366-320-011	6,24		6,24				6298,88	
49	Temp	366-320-010	1,50		1,50				10486,30	
53	Partial	366-320-008	70,20	3,88	66,32	169173,75				RCA

40 0 40 80
1"=40'


Additional TCE Area
74.49'
ADDITIONAL TCE NEEDED
L=20.00'
L2=10.00'
G1=9.31%
G2=0.00%
1670
1660
1650
PROP R/W
L=20.00'
L2=10.00'
G1=0.00%
G2=7.60%
TCE LIMIT
MVC 10+99.44
1661.80 FS
11+52.15 BVC
1663.19 FS
MVC 11+62.15
1664.12 FS
11+72.15 EVC
1664.12 FS
MVC 11+73.93
1664.12 FS
MVC 10+00.00
1657.59 FS
MVC 10+55.00
1656.49 FS
MVC 10+55.02
1656.52 FS
MVC 10+58.00
1656.74 FS
10+72.88 BVC
1656.74 FS
10+92.88 EVC
1657.67 FS
MVC 10+82.88
-2.00%
7.26%
0.00%
9.31%
Proposed Driveway Slope (9.31%)
Property Ground Surface
Driveway Slope as Designed (approx. 15%)
10+00
11+00
12+00

Bridgette Moore, Mayor, District 4
Ashlee DePhillipo, Mayor Pro Tem, District 5
Carlos Marquez, Council Member, District 1
Joseph Morabito, Council Member, District 3
Dustin Nigg, Council Member, District 2

23873 Clinton Keith Rd, Ste 201
Wildomar, CA 92595
951/677-7751 Phone
951/698-1463 Fax
www.CityofWildomar.org

November 19, 2024

John Chung Hwe Park
Moon Hwa Park
26305 N. Saint Marys Road
Mettawa, IL 60048

SUBJECT: City of Wildomar – Bundy Canyon Road Widening Project
Offer to Acquire – Temporary Construction Easement (24 months)
Assessor's Parcel Number: 366-320-006
Property Address: 23690 Bundy Canyon Road, Wildomar, CA 92595

Dear Property Owner(s):

The City of Wildomar (the "City"), as part of the Bundy Canyon Road Widening Project- Segment 2 ("Project'), is considering acquiring an additional Temporary Construction Easement within a portion of the subject property of which you have an interest. The additional Temporary Construction Easement is more specifically described in the enclosed documents, referred to herein as the "TCE". The City obtained a preliminary title report that lists **John Chung Hwe Park and Moon Hwa Park, husband and wife, as joint tenants**, to be the vested owner of the above-mentioned property. The City seeks to acquire a TCE over a portion of the subject property for a duration of twenty-four (24) months.

This offer is contingent upon presentation of conclusive evidence of title. If more than one person has an interest in the TCE the City is seeking to acquire, all parties with such interest must accept this offer.

As you are aware, the City had the TCE appraised to determine the fair market value and just compensation. The appraisal was conducted in accordance with commonly accepted standards and included consideration of the highest and best use of the land. Based on the appraisal, the City offers to purchase the TCE for One Thousand Two Hundred Twenty-Four Dollars and No/100, ($1,224.00) (the "Purchase Price").

The Purchase Price is full amount established by the appraisal as the fair market value of the TCE and just compensation for such acquisition. A written statement and a summary of the basis for the amount established as the Purchase Price is set forth in the attached Summary of Appraisal.

If the offer is acceptable to you, please sign and have notarized the attached Temporary Construction Easement Agreement. Upon receipt of the signed agreement, and other required documents, the matter will be reviewed by the City, which has final ratification authority. If you are not satisfied with the City's offer, you are encouraged to present any material you believe to be relevant to the value of the TCE, which will be carefully considered by the City. If a voluntary agreement cannot be reached, the City may consider formal condemnation proceedings against the TCE through its power of eminent domain or abandon its intention to acquire the TCE, giving proper notice to you in either event. The City has

made no decision to exercise its power of eminent domain to acquire the TCE and can only do so after it holds a hearing at which all affected TCE owners have had an opportunity to appear and be heard.

In compliance with Government Code Section 7267.2 included with this offer is an information pamphlet describing the Acquisition Process. This Acquisition Brochure is being provided to you for informational purposes only and is not to be construed as legal advice.

The TCE is scheduled to be used within two years of its acquisition and is therefore not available to be leased back under the provisions of California Code of Civil Procedure 1263.615. Please be advised that this letter, the offer, and all other matters stated herein are made under the provisions of California Evidence Code Section 1152 and 1154, Section 1255.060 of the Code of Civil Procedure, and Sections 7267.1 and 7267.2 of the Government Code, and shall not be admissible in evidence in any eminent domain proceeding which may subsequently be instituted for acquisition of the subject property, or in any other action.

The City has contracted with Interwest Consulting Group to acquire the TCE. If you need additional information or have any questions, please feel free to contact Jeremy Miller, the agent assigned to you, at (949) 299-5309 or email at jmiller@interwestgrp.com.

I hope this offer meets with your approval and that it will serve as the basis for a quick and mutually beneficial transaction. I look forward to hearing from you after you have an opportunity to review it, and the attached enclosures. Thank you.

Sincerely,

Jason Farag, P.E.
Director of Public Works
City of Wildomar

Enclosures: Temporary Construction Easement
Summary of Appraisal
Acquisition Brochure
Title VI Information

Ashlee DePhillippo, Mayor, Dist. 5
Carlos Marquez, Mayor Pro Tem, Dist. 1
Bridgette Moore, Council Member, Dist. 4
Joseph Morabito, Council Member, Dist. 3
Dustin Nigg, Council Member, Dist. 2

23873 Clinton Keith Rd, Ste. 110
Wildomar, CA 92595
951.677.7751 Phone
951.698.1463 Fax
www.Wildomar.gov

January 21, 2025

Sent via U.S. Mail and Overnight Mail

John Chung Hwe Park
Moon Hwa Park
26305 N. Saint Marys Road
Mettawa, IL 60048

RE: City of Wildomar – Bundy Canyon Road Improvement Project, Segment 2 (CIP 26-2)

NOTICE OF HEARING REGARDING THE INTENTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR TO CONSIDER THE ADOPTION OF A RESOLUTION OF NECESSITY TO CONDEMN CERTAIN PROPERTY INTERESTS LOCATED AT ASSESSOR'S PARCEL NUMBER 366-320-006

Dear Property Owner:

This letter is written on behalf of the City of Wildomar (City) to give you notice pursuant to California Code of Civil Procedure Section 1245.235 that the City Council of the City of Wildomar (City Council) will consider the adoption of a Resolution of Necessity (Resolution) to condemn a portion of your real property at its regular meeting on **February 12, 2025, at 6:00 p.m.** at 23873 Clinton Keith Road, Suite 106, Wildomar, CA 92595. The property which will be the subject of consideration is located in the City of Wildomar, APN 366-320-006. The Project for which this acquisition will be considered is the Bundy Canyon Road Improvement Project, Segment 2 – CIP 026-2 (Project). If the City adopts a Resolution, the City will commence an eminent domain proceeding in Riverside County Superior Court to acquire the property.

In determining whether to adopt the Resolution, the City Council will consider whether the following three conditions referred to in Code of Civil Procedure section 1240.030 are established:

1. The public interest and necessity require the Project.
2. The Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury.
3. The property sought to be acquired is necessary for the Project.

The City Council will also consider whether the offer required by Government Code Section 7267.2 has been made to the owner of record.

You have the right to appear and be heard by City Council on the three matters referred to in section 1240.040 as set forth above. Should you wish to appear and be heard on these matters, you must file a written request to appear and be heard within fifteen (15) days of this Notice.

If you contend that any of the three conditions listed above have not been met, your written request to appear should indicate such condition(s). By designating which of the conditions form the basis of your challenge and explaining why you believe they have not been met, this will enable the City to authorize a full and expeditious review of the Project's effect on your property. The City will conduct the review on behalf of the City Council and ask for your participation. Based on this review, the City will then prepare a report to be presented to the City Council at the meeting at which you intend to appear.

Your written request to appear must actually be *on file* with the City Clerk within fifteen (15) days of this Notice. The failure to file a written request to appear and be heard with the City Clerk within fifteen (15) days of this Notice, will result in the waiver of your right to appear and be heard by the City Council on the matters referred to in section 1240.030 as set forth above.

All requests to appear must be sent for filling to:

City Clerk - City of Wildomar
23873 Clinton Keith Road, Suite 110
Wildomar, CA 92595

For your convenience, if you are unable to personally appear or choose to submit written objections in place of a personal appearance, the City Council will consider any written objections so long as they are filed within fifteen (15) days of this Notice. All written objections filed with the City Council fifteen (15) days of this Notice will become part of the official record of the meeting at which the Council hears the Resolution. We recommend that if you intend to appear, or if you intend to submit written objections in place of an appearance, you deliver your correspondence or mail it by Certified Mail, Return Receipt Requested to confirm that your response was received by the City Clerk with the 15-day period.

Please note that questions regarding the amount of compensation to be paid or the value of the property to be acquired are <u>not</u> part of this proceeding and the City Council will not consider such in determining whether a Resolution should be adopted. All issues related to the compensation to be awarded for the acquisition of your property will be resolved in the eminent domain court proceeding. If you elect not to appear and be heard, you will still have the right to claim greater compensation in the court proceeding.

The City is moving forward at this time due to the requirements of the Project schedule. However, the City will continue negotiations regarding compensation, and remains hopeful that a settlement can be reached. Enclosed herewith is a copy of the Offer to Acquire provided to you dated November 19, 2024, which includes details regarding the portion of your property that may be acquired, and the offer to purchase issued by the City.

If you have any questions, please feel free to contact Jeremy Miller, Interwest Consulting Group, at (949) 299-5309 or email at jmiller@interwestgrp.com.

Sincerely,

Jason Farag, P.E.
Public Works Director
City of Wildomar

Enclosures: Offer to Acquire

Notice re RON (Park) (Second TCE)

Final Audit Report 2025-01-23

Created:	2025-01-22
By:	Catherine Heras (cheras@wildomar.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAdrfTP1-fCXzKepgXih604_IGqyXtn7WO

"Notice re RON (Park) (Second TCE)" History

Document created by Catherine Heras (cheras@wildomar.gov)
2025-01-22 - 0:10:26 AM GMT

Document emailed to Jason Farag (jfarag@wildomar.gov) for signature
2025-01-22 - 0:11:29 AM GMT

Email viewed by Jason Farag (jfarag@wildomar.gov)
2025-01-23 - 1:21:53 AM GMT

Document e-signed by Jason Farag (jfarag@wildomar.gov)
Signature Date: 2025-01-23 - 1:22:03 AM GMT - Time Source: server

Agreement completed.
2025-01-23 - 1:22:03 AM GMT

CITY OF WILDOMAR
MEETING (CCR)
GENERAL BUSINESS
Agenda Staff Report # 3.1
Meeting Date: February 12, 2025

SUBJECT: FY2024-25 Mid-Year Budget Report

SUBMITTED BY: Adam Jantz, Finance Manager

PREPARED BY: Adam Jantz, Finance Manager

ACTION:
Review and approve the Fiscal Year 2024-25 Mid-Year Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING ADJUSTMENTS TO THE FY2024-25 BUDGETED REVENUES AND EXPENSES

SUMMARY:
FY2024-25 Mid-Year Budget Report

BACKGROUND:
This Mid-Year budget report for Fiscal Year 2024-25 reflects the Finance Division of the Administrative Services Department's continued efforts to provide timely, accurate, and understandable financial information to assist the City Council with the decision-making process. All funds have been reviewed in preparing this report.

The City Council adopted the original FY2024-25 Budget as part of the FY2024 & FY2025 Biennial Budget on June 14th, 2023. On June 12th, 2024, the FY2024-25 Amended Budget was adopted. On December 11th, 2024, the 1st Quarter Budget Report was adopted. This Mid-Year budget report is now being presented to the Council to provide an update on the City's financials in the interest of transparency and in accordance with the City budget policy.

DISCUSSION:
This mid-year budget report is meant to provide an update on the financials. There are some notable revenue adjustments being proposed. The Solid Waste franchise fee revenue is proposed to increase by $120,000 to reflect the actuals received to date. There are also some adjustments to the budgeted development fee revenues which reallocate projected revenue from the developer deposit revenue strings to the fixed fee revenue strings due to the closeout of deposit-based projects. Overall, there is a net increase, mainly in the Building and Safety fixed fees due to high development activity and the immediate recognition of fee revenue. Staff also propose increasing interest income projections to reflect the continued high returns on City investments.

For general fund expenditures, a net increase of $127,200 is proposed. Economic

Development is increasing by $19,000 for the hiring of a contract Administrative Assistant to help with the business registration program. Administrative Services is also increasing by $29,600 for the remaining costs of financial software implementation which was previously funded by ARPA. Code Enforcement is increasing by $25,500 for legal expenditures associated with current code cases. The non-departmental budget is proposed to increase by $29,400 for increases in City insurance premiums and higher City Hall utility costs. An additional $15,000 is also being added to the fire services budget for the purchase and installation of new lockers for fire personnel.

In non-general fund expenditures, staff are proposing to add an additional $500,000 in appropriations for Measure AA for work on the Bundy Canyon Traffic Circle CIP088. The TUMF fund is proposed to increase by $154,100 for additional Palomar Widening expenditures projected in FY2024-25. Staff also propose to increase Cemetery CIP appropriations by $36,500 for additional costs related to the Cemetery Frontage Improvements CIP067-1. Lastly, Measure A appropriations are proposed to increase by $254,000 for traffic signal retrofits, road striping and signage, and Palomar Widening work.

FISCAL IMPACT:
$1,029,000 Net Increase in General Fund Revenue
$627,200 Net Increase in General Fund Expenditures
No Net Change in Other General Funds Revenue
$500,000 Net Increase in Other General Funds Expenditures
$9,500 Net Increase in Non-General Fund Revenue
$415,700 Net Increase in Non-General Fund Expenditures

ATTACHMENTS:
FY24-25 Mid-Year Budget Resolution.docx
FY2024-25 Mid-Year Budget Review Presentation.pdf
FY24-25 Mid-Year Budget Report.pdf

RESOLUTION NO. 2025 - _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING ADJUSTMENTS TO THE FY2024-25 BUDGETED REVENUES AND EXPENSES

WHEREAS, The City of Wildomar Biennial Budget for FY 2023-24 and FY 2024-25 was approved by the Wildomar City Council on June 14th, 2023;

WHEREAS, The City of Wildomar FY 2024-25 Amended Budget was amended and approved by the Wildomar City Council on June 12th, 2024;

WHEREAS, The City of Wildomar FY 2024-25 Amended Budget was adjusted and approved by the Wildomar City Council on December 11th, 2024;

WHEREAS, changing economic conditions, program and service reviews require that the original approved budget and authorized position schedule be regularly monitored and updated: and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wildomar authorizes the adjustments to the FY2024-25 Budgets increasing the total amount of projected revenues to $72,568,600 and increasing total projected expenditures to $76,889,700.

PASSED, APPROVED, AND ADOPTED this 12th day of February 2025.

_____
Ashlee DePhillippo
Mayor

APPROVED AS TO FORM:

_____
Thomas D. Jex
City Attorney

ATTEST:

_____
Janet Morales
City Clerk

City of Wildomar

FY2024-25 Mid-Year Budget Report

February **12th, 2025**

ADAM JANTZ – FINANCE MANAGER

FY2024/25 General Fund

	General Fund
FY2023-24	
Beginning Balance: $	4,663,367
Revenues $	19,233,199
Expenditures $	(15,654,706)
Ending Balance: $	8,241,860
FY2023/24 Surplus: $	3,578,493
FY2024-25	
Beginning Balance: $	8,241,860
Budgeted Revenues $	18,822,200
Budgeted Expenditures $	(18,668,000)
Projected Ending Balance: $	8,396,060

Surplus Suggestions

Establish 115 Trust to Offset Pension Liability	**$900,000**
Public Safety Rate Spike Contingency Reserve	**$1,000,000**
Field Operations Center Contribution to CIP	**$1,250,000**
Asset Replacement/Maintenance Fund	**$350,000**
	$3,500,000

FY2024/25 Revenue

- Adjustments to Private Development Fees to Reflect the Transition to Fixed Fees
- Increase in Development Fees Due to High Development Activity
- Increase Solid Waste Franchise Fees to Reflect the Actuals
- Increase Interest Income to Reflect Continued High Interest Rates

FY2024/25 GENERAL FUND EXPENDITURES

Add $19,000 for Contract Admin Assistant for Economic Development

Add $29,600 in Admin Services for Remaining ERP Implementation Costs

Add $25,500 for the Legal Costs Associated with Active Code Cases

Add $29,400 in Non-Departmental for Insurance Increases and City Hall Utility Costs

Add $15,000 For Fire Station Lockers

FY2024/25 NON-GENERAL FUND EXPENDITURES

Add $500,000 for CIP088 Bundy Canyon Traffic Circle in Measure AA

Increase TUMF Fund 503 by $154,100 for Palomar Widening

Increase Fund 302 by $36,500 for Cemetery Frontage Improvements

Increase Measure A Expenditures $254,000 for Traffic Signal Retrofits, Palomar Widening, and Road Striping/Signage

Questions?

City of Wildomar

FY2025 Mid-Year Budget Report

Total City of Wildomar Budget Summary

FY2024-25 Budget Review
Mid-Year FY2024-25

		Audited Fund Balance 6/30/2024	+	Approved Revenues 2024-25	+	Proposed Mid-Year Revenue Adjustments 2024-25	=	Estimated Funds Available 2024-25	-	Approved Appropriations 2024-25	-	Proposed Mid-Year Expenditure Adjustments 2024-25	Estimated Available Fund Balance 6/30/2025
	General Funds												
100	General Fund	$ 8,241,860		$ 17,793,200		$ 1,029,000		$ 27,064,060		$ 18,540,800		$ 127,200	$ 8,396,060
110	Development Agreement	2,350,713		1,165,000		-		3,515,713		1,000,000		-	2,515,713
115	ARPA Fund	401,805		1,801,200		-		2,203,005		1,801,200		-	401,805
120	Measure AA	7,938,189		6,000,000		-		13,938,189		7,424,600		500,000	6,013,589
125	General Plan Update	(365,972)		320,000		-		(45,972)		400,000		-	(445,972)
	Total General Funds	18,566,596		27,079,400		1,029,000		46,674,996		29,166,600		627,200	16,881,196
	Non-General Funds												
200	Gas Tax	416,312		1,049,300		-		1,465,612		1,142,200		-	323,412
201	Measure A	1,513,651		1,093,500		9,500		2,616,651		2,156,800		254,000	205,851
202	TDA Fund	-		132,500		-		132,500		432,500		-	(300,000)
203	AQMD	337,867		50,000		-		387,867		144,400		-	243,467
204	Waste Services	1,665,577		270,000		-		1,935,577		119,900		-	1,815,677
205	SLESF	0		165,000		-		165,000		165,000		-	0
206	CDBG	1		132,600		-		132,601		132,600		-	1
207	PEG Grant	120,061		43,000		-		163,061		36,800		-	126,261
208	Streetlights	146,080		178,100		-		324,180		176,200		-	147,980
210	Grants	(10,000)		142,000		-		132,000		121,000		-	11,000
300	Cemetery	1,024,668		957,500		-		1,982,168		1,764,400		(3,900)	221,668
301	Cemetery Endowment	483,889		62,000		-		545,889		-		-	545,889
302	Cemetery CIP	16,259		1,843,000		-		1,859,259		1,843,000		36,500	(20,241)
410	Administrative Svs - Dif	(74,269)		9,300		-		(64,969)		-		-	(64,969)
420	Public Facilities - Dif	678,026		70,900		-		748,926		-		-	748,926
421	Police - Dif	700,723		47,300		-		748,023		-		-	748,023
422	Animal Shelter - Dif	(821,332)		39,400		-		(781,932)		124,900		-	(906,832)
423	Corporate Yard - Dif	49,419		15,800		-		65,219		50,000		-	15,219
430	Fire Facilities - Dif	1,076,291		83,500		-		1,159,791		-		-	1,159,791
440	Trans & Roads - Dif	4,380,358		913,500		-		5,293,858		5,288,000		-	5,858
450	Trans & Signals -Dif	479,814		118,100		-		597,914		352,000		-	245,914
451	Drainage - Dif	1,803,889		299,300		-		2,103,189		60,000		-	2,043,189
460	Park Land Acquisitions-Dif	(566,178)		78,800		-		(487,378)		63,000		-	(550,378)
461	Park Improvements-Dif	3,066,073		535,500		-		3,601,573		2,899,400		-	702,173
470	Community Center - Dif	639,768		58,600		-		698,368		-		-	698,368
480	Multi-purpose Trails - Dif	954,838		114,800		-		1,069,638		98,200		-	971,438
490	Library - Dif	12,840		-		-		12,840		-		-	12,840
500	Capital Reinvestment	(72,557)		230,600		-		158,043		348,000		-	(189,957)
501	RMRA Capital Projects	757,423		951,000		-		1,708,423		1,060,000		-	648,423
502	RCFC Fund	(346,292)		180,300		-		(165,992)		57,500		-	(223,492)
503	TUMF Fund	(3,618,898)		15,999,500		-		12,380,602		11,881,000		154,100	345,502
505	MSRC Fund	-		50,000		-		50,000		25,000		(25,000)	50,000
506	HSIP Fund	(11,619)		658,700		-		647,081		648,100		-	(1,019)
507	Misc State Funded Projects	(89,009)		1,454,000		-		1,364,991		1,227,800		-	137,191
508	Local Capital Grants	-		11,022,500		-		11,022,500		11,022,500		-	-
509	Federal Grants	-		2,368,600		-		2,368,600		150,000		-	2,218,600
601	LLMD 89-1C	1,333,937		359,000		-		1,692,937		1,101,400		-	591,537
602	CSA-22	(122,378)		31,700		-		(90,678)		45,700		-	(136,378)
603	CSA-103	(242,299)		179,700		-		(62,599)		210,500		-	(273,099)
604	CSA-142	108,704		38,400		-		147,104		32,400		-	114,704
605	CFD 2017-1 DIF Deferral	170		89,300		-		89,470		83,800		-	5,670
606	CFD 2013-1 Zones 1 - 24	1,810,552		653,600		-		2,464,152		626,200		-	1,837,952
607	CFD 2022-3	241,240		347,000		-		588,240		30,600		-	557,640
608	CFD 2023-1	(771)		11,300		-		10,529		11,300		-	(771)
610	CFD 2013-1 Spec Tax B	-		235,800		-		235,800		235,800		-	-
612	CFD 2022-1	80,496		315,200		-		395,696		301,000		-	94,696
613	CFD 2022-2	123,581		346,900		-		470,481		30,600		-	439,881
690	Measure Z Parks Fund	(33,562)		424,300		-		390,738		380,700		-	10,038
	Total Non-General Funds	$ 18,013,341		$ 44,450,700		$ 9,500		$ 62,473,541		$ 46,680,200		$ 415,700	$ 15,377,641
	Total City Funds	**$ 36,579,937**		**$ 71,530,100**		**$ 1,038,500**		**$ 109,148,537**		**$ 75,846,800**		**$ 1,042,900**	**$ 32,258,837**

Total Adjusted Revenue: $ 72,568,600 **Total Adjusted Expenditures: $ 76,889,700**

City of Wildomar
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July 1st, 2024 to December 31st, 2024

Account Number		Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
100	General Fund						
3100	Sales & Use Tax	2,730,000	909,327	1,820,673	33%	-	2,730,000
3104	Pass-Through Property Tax	206,400	467	205,933	0%	-	206,400
3105	Property Tax-Secured	5,175,100	1,667,682	3,507,418	32%	-	5,175,100
3106	Property Tax-Unsecured	267,900	278,606	(10,706)	104%	10,800	278,700
3107	Property Tax-Prior Year	177,800	-	177,800	0%	-	177,800
3108	Property Tax-HOPTR	42,800	5,908	36,892	14%	-	42,800
3109	Property Tax-Supplemental, SBE	134,900	-	134,900	0%	-	134,900
3110	Real Property Transfer Tax	215,700	73,843	141,857	34%	-	215,700
3113	Property Tax-Misc Adjustments	1,100	-	1,100	0%	-	1,100
3120	Franchise Fee-Solid Waste	340,000	238,354	101,646	70%	120,000	460,000
3121	Franchise Fee-Electricity	420,000	-	420,000	0%	-	420,000
3122	Franchise Fee-Gas	120,000	-	120,000	0%	-	120,000
3123	Franchise Fee Cable-Charter	180,000	41,840	138,160	23%	-	180,000
3124	Franchise Fee-Telecomm-Frontier	100,000	10,884	89,116	11%	-	100,000
3200	Business Registration Fee	90,000	24,753	65,247	28%	-	90,000
3201	NPDES Inspection Fee	8,500	1,179	7,321	14%	-	8,500
3210	Planning Fee	221,000	434,915	(213,915)	197%	350,000	571,000
3215	Film Permits	1,000	-	1,000	0%	-	1,000
3220	Cannabis Application Fee	25,000	72,874	(47,874)	291%	47,900	72,900
3221	Cannabis Regulatory Fee	142,000	142,616	(616)	100%	700	142,700
3225	Cannabis Sales Tax	320,000	-	320,000	0%	-	320,000
3230	Develop/Engineering Permit Fee	15,000	8,001	6,999	53%	-	15,000
3235	Encroachment Permit	140,000	44,093	95,907	31%	-	140,000
3240	Building & Safety Fixed Fee	682,500	951,859	(269,359)	139%	800,000	1,482,500
3243	BSAF Admin Retention Revenue	500	-	500	0%	-	500
3244	MSHCP Admin Fee	5,000	1,816	3,184	36%	-	5,000
3250	Fire Fees	80,000	84,042	(4,042)	105%	75,000	155,000
3259	Engineering Fixed Fee Project Revenue	-	159,728	(159,728)	0%	200,000	200,000
3260	Planning Private Development Fee-Deposit	227,800	2,394	225,406	1%	(150,000)	77,800
3261	Development Engineering Fee-Deposit	850,000	107,424	742,576	13%	(550,000)	300,000
3262	Building Private Development Fee-Deposit	261,000	42,291	218,709	16%	(100,000)	161,000
3268	Code Enforcement Revenue	31,500	9,379	22,121	30%	-	31,500
3270	Fines & Forfeitures	50,000	8,321	41,680	17%	-	50,000
3271	AMR Fines	20,000	10,432	9,568	52%	-	20,000
3300	Abandoned Property Registration	1,000	100	900	10%	-	1,000
3310	Public Safety Revenue	19,000	6,744	12,256	35%	-	19,000
3320	Special Event Revenue	14,000	4,100	9,900	29%	-	14,000
3321	Community Room Rental Fee	500	5,827	(5,327)	1165%	9,500	10,000
3324	RTA Bus Pass	200	-	200	0%	-	200
3500	Motor Vehicle License Fee	45,000	-	45,000	0%	-	45,000
3501	Vehicle License Fee Replacement SB130	3,631,100	-	3,631,100	0%	-	3,631,100
3515	Workers Compensation Reimbursements	-	1,279	(1,279)	0%	2,000	2,000
3525	State Mandated Cost Reimb	100,000	-	100,000	0%	-	100,000
3526	State Condemnation Rev	-	2,139	(2,139)	0%	2,200	2,200
3535	County/Special Dist. Reimb.	16,000	-	16,000	0%	-	16,000
3650	Tenant Lease Revenue	52,000	10,472	41,528	20%	-	52,000
3800	Interest Income	300,000	246,595	53,405	82%	200,000	500,000
3801	Gain or Loss on Investment	-	48,131	(48,131)	0%	-	-
3803	NSF Fees	100	-	100	0%	-	100
3848	Breakfast with Santa	2,000	-	2,000	0%	-	2,000
3850	Miscellaneous Income	15,000	14,856	144	99%	-	15,000
3852	Sponsorships & Donations	-	10,250	(10,250)	0%	10,300	10,300
3860	Professional Development Fee-Building	7,200	6,211	989	86%	-	7,200
3861	Professional Development Fee-Planning	100	245	(145)	245%	200	300
3862	Professional Development Fee-Engineering	200	-	200	0%	-	200
3863	Techonology Fee - Building	12,000	7,890	4,110	66%	-	12,000
3864	Techonology Fee - Planning	100	385	(285)	385%	400	500
3900	Transfers In	293,400	-	293,400	0%	-	293,400
3903	DAERF Administrative Services Fees	300	-	300	0%	-	300
3955	Public Surplus Revenue	1,500	80	1,420	5%	-	1,500
	Total General Fund	**17,793,200**	**5,698,358**	**12,094,842**	**32%**	**1,029,000**	**18,822,200**

City of Wildomar
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July 1st, 2024 to December 31st, 2024

Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
110 Development Agreement						
3222 Cannabis Development Agreement Fee	1,140,000	-	1,140,000	0%	-	1,140,000
3800 Interest Income	15,000	6,266	8,734	42%	-	15,000
3801 Gain or Loss on Investment	10,000	18,060	(8,060)	181%	-	10,000
Total Development Agreement	1,165,000	24,326	1,140,674	2%	-	1,165,000
115 ARPA Fund						
3540 American Rescue Plan Act Revenue	1,776,200	-	1,776,200	0%	-	1,776,200
3800 Interest Income	25,000	7,294	17,706	29%	-	25,000
Total ARPA Fund	1,801,200	7,294	1,793,906	0%	-	1,801,200
120 Measure AA Fund						
3100 Sales & Use Tax	5,700,000	1,885,617	3,814,383	33%	-	5,700,000
3800 Interest Income	200,000	28,925	171,075	14%	-	200,000
3801 Gain or Loss on Investment	100,000	48,866	51,134	49%	-	100,000
Total Measure AA Fund	6,000,000	1,963,408	4,036,592	33%	-	6,000,000
125 General Plan Update Fund						
3900 Transfers In	320,000	-	320,000	0%	-	320,000
Total General Plan Update Fund	320,000	-	320,000	0%	-	320,000
200 Gas Tax						
3503 Gas Tax 2103	346,400	203,631	142,769	59%	-	346,400
3505 Gas Tax 2105	231,800	120,328	111,472	52%	-	231,800
3506 Gas Tax 2106	149,000	79,415	69,585	53%	-	149,000
3507 Gas Tax 2107	316,100	161,483	154,617	51%	-	316,100
3508 Gas Tax 2107.5	6,000	6,000	-	100%	-	6,000
Total Gas Tax	1,049,300	570,857	478,443	54%	-	1,049,300
201 Measure A						
3520 Measure A Revenue	1,093,000	312,326	780,674	29%	-	1,093,000
3800 Interest Income	500	3,143	(2,643)	629%	9,500	10,000
3801 Gain or Loss on Investment	-	9,059	(9,059)	0%	-	-
Total Measure A	1,093,500	324,528	768,972	30%	9,500	1,103,000
202 TDA Fund						
3524 TDA Article 3 Rev	132,500	-	132,500	0%	-	132,500
Total TDA Fund	132,500	-	132,500	0%	-	132,500
203 AQMD						
3510 AQMD-AB2766	50,000	12,352	37,648	25%	-	50,000
Total AQMD	50,000	12,352	37,648	25%	-	50,000

City of Wildomar
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July 1st, 2024 to December 31st, 2024

Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
204 Waste Services						
3120 Franchise Fees-Solid Waste	55,000	-	55,000	0%	-	55,000
3131 Street Sweeping Mitigation Fee	165,000	-	165,000	0%	-	165,000
3800 Interest Income	30,000	2,810	27,190	9%	-	30,000
3801 Gain or Loss on Investment	20,000	8,099	11,901	40%	-	20,000
Total Waste Services	270,000	10,909	259,091	4%	-	270,000
205 SLESF						
3521 SLESF Revenue	165,000	119,663	45,337	73%	-	165,000
Total SLESF	165,000	119,663	45,337	73%	-	165,000
206 CDBG						
3540 Grant Revenue	132,600	-	132,600	0%	-	132,600
Total CDBG	132,600	-	132,600	0%	-	132,600
207 Public Education & Government (PEG) Fund						
3125 PEG Fee - Cable-Charter Comm	43,000	-	43,000	0%	-	43,000
Total PEG	43,000	-	43,000	0%	-	43,000
208 Streetlight Fund						
3700 Streetlight Pole Cost Reimbursement	176,600	-	176,600	0%	-	176,600
3800 Interest Income	1,500	-	1,500	0%	-	1,500
Total Streetlight	178,100	-	178,100	0%	-	178,100
210 Grants						
3540 Grant Revenue	142,000	45,084	96,916	32%	-	142,000
Total Grants	142,000	45,084	96,916	32%	-	142,000
300 Cemetery						
3104 RPTTF Redevelopment Property Tax	37,200	55	37,145	0%	-	37,200
3105 Property Tax-Secured	645,500	210,744	434,756	33%	-	645,500
3106 Property Tax-Unsecured	33,900	35,209	(1,309)	104%	-	33,900
3107 Property Tax-Prior Year	9,100	-	9,100	0%	-	9,100
3108 Property Tax-HOPTR	5,600	747	4,853	13%	-	5,600
3109 Property Tax-Supplemental, SBE	41,600	-	41,600	0%	-	41,600
3111 Property Tax-Teeter	20,300	-	20,300	0%	-	20,300
3113 Property Tax-Misc Adjustments	200	-	200	0%	-	200
3800 Interest Income	30,000	2,810	27,190	9%	-	30,000
3801 Gain or Loss on Investment	20,000	8,099	11,901	40%	-	20,000
3850 Miscellaneous Income	100	-	100	0%	-	100
4100 Cemetery - Plots	60,000	10,682	49,318	18%	-	60,000
4101 Cemetery - Vaults	11,000	1,095	9,905	10%	-	11,000
4102 Cemetery - Niche Walls	3,000	-	3,000	0%	-	3,000
4103 Cemetery - Open/Close	20,000	6,414	13,586	32%	-	20,000
4104 Cemetery - Setting fees	6,000	1,511	4,489	25%	-	6,000
4105 Cemetery - Out of District	9,000	4,728	4,272	53%	-	9,000
4106 Cemetery - Vases	3,000	531	2,469	18%	-	3,000
4107 Saturday Service Fees	2,000	-	2,000	0%	-	2,000
Total Cemetery	957,500	282,625	674,875	30%	-	957,500

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July 1st, 2024 to December 31st, 2024

Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
301 Cemetery Endowment						
3536 Endowment	42,000	7,848	34,152	19%	-	42,000
3800 Interest Income	20,000	1,960	18,040	10%	-	20,000
Total Cemetery Endowment	62,000	9,808	52,192	16%	-	62,000
302 Cemetery CIP						
3900 Transfer In	1,843,000	-	1,843,000	0%	-	1,843,000
Total Cemetery CIP	1,843,000	-	1,843,000	0%	-	1,843,000
410 Admin DIF						
3561 DIF-Single Family Residence	7,200	1,938	5,262	27%	-	7,200
3562 DIF-Multi-Family Residential	2,100	-	2,100	0%	-	2,100
Total Admin DIF	9,300	1,938	7,362	21%	-	9,300
420 Public Facilities DIF						
3561 DIF-Single Family Residence	55,100	12,699	42,401	23%	-	55,100
3562 DIF-Multi-Family Residential	-	1,904	(1,904)	0%	-	-
3563 DIF-Commercial	15,800	316	15,484	2%	-	15,800
3800 Interest Income	-	1,342	(1,342)	0%	-	-
3801 Gain or Loss on Investment	-	3,868	(3,868)	0%	-	-
Total Public Facilities DIF	70,900	20,129	50,770	28%	-	70,900
421 Police DIF						
3561 DIF-Single Family Residence	39,400	7,552	31,848	19%	-	39,400
3562 DIF-Multi-Family Residential	-	1,127	(1,127)	0%	-	-
3563 DIF-Commercial	7,900	186	7,714	2%	-	7,900
3800 Interest Income	-	1,342	(1,342)	0%	-	-
3801 Gain or Loss on Investment	-	3,868	(3,868)	0%	-	-
Total Police DIF	47,300	14,075	33,224	30%	-	47,300
422 Animal Shelter DIF						
3561 DIF-Single Family Residence	39,400	7,750	31,650	20%	-	39,400
3562 DIF-Multi-Family Residential	-	1,246	(1,246)	0%	-	-
Total Animal Shelter DIF	39,400	8,996	30,404	23%	-	39,400
423 Corp Yard DIF						
3561 DIF-Single Family Residence	12,600	2,500	10,100	20%	-	12,600
3562 DIF-Multi-Family Residential	-	392	(392)	0%	-	-
3563 DIF-Commercial	3,200	66	3,135	2%	-	3,200
Total Corp Yard DIF	15,800	2,958	12,843	19%	-	15,800
430 Fire Facilities DIF						
3561 DIF-Single Family Residence	70,900	14,676	56,224	21%	-	70,900
3562 DIF-Multi-Family Residential	-	2,184	(2,184)	0%	-	-
3563 DIF-Commercial	12,600	361	12,239	3%	-	12,600
Total Fire Facilities DIF	83,500	17,221	66,279	21%	-	83,500

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Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
440 Trans-Roads DIF						
3561 DIF-Single Family Residence	472,500	103,155	369,345	22%	-	472,500
3562 DIF-Multi-Family Residential	-	15,183	(15,183)	0%	-	-
3563 DIF-Commercial	441,000	11,508	429,492	3%	-	441,000
3800 Interest Income	-	7,093	(7,093)	0%	-	-
3801 Gain or Loss on Investment	-	20,441	(20,441)	0%	-	-
Total Trans-Roads DIF	913,500	157,380	756,120	17%	-	913,500
450 Trans-Signals DIF						
3561 DIF-Single Family Residence	55,100	13,292	41,808	24%	-	55,100
3562 DIF-Multi-Family Residential	-	1,967	(1,967)	0%	-	-
3563 DIF-Commercial	63,000	1,494	61,506	2%	-	63,000
Total Trans-Signals DIF	118,100	16,753	101,347	14%	-	118,100
451 Drainage DIF						
3561 DIF-Single Family Residence	236,300	51,402	184,898	22%	-	236,300
3562 DIF-Multi-Family Residential	-	6,076	(6,076)	0%	-	-
3563 DIF-Commercial	63,000	1,566	61,434	2%	-	63,000
Total Drainage DIF	299,300	59,044	240,256	20%	-	299,300
460 Park Land Acquisition DIF						
3561 DIF-Single Family Residence	78,800	19,050	59,750	24%	-	78,800
3562 DIF-Multi-Family Residential	-	2,961	(2,961)	0%	-	-
Total Park Land Acquisition DIF	78,800	22,011	56,789	28%	-	78,800
461 Park Improvements DIF						
3561 DIF-Single Family Residence	535,500	136,820	398,680	26%	-	535,500
3562 DIF-Multi-Family Residential	-	19,509	(19,509)	0%	-	-
3800 Interest Income	-	14,742	(14,742)	0%	-	-
3801 Gain or Loss on Investment	-	7,737	(7,737)	0%	-	-
Total Park Improvements DIF	535,500	178,808	356,693	33%	-	535,500
470 Community Ctr DIF						
3561 DIF-Single Family Residence	58,600	15,792	42,808	27%	-	58,600
3562 DIF-Multi-Family Residential	-	2,359	(2,359)	0%	-	-
Total Community Ctr DIF	58,600	18,151	40,449	31%	-	58,600
480 Multipurpose Trails DIF						
3561 DIF-Single Family Residence	93,100	25,777	67,323	28%	-	93,100
3562 DIF-Multi-Family Residential	-	3,745	(3,745)	0%	-	-
3563 DIF-Commercial	21,700	618	21,082	3%	-	21,700
Total Multipurpose Trails DIF	114,800	30,140	84,660	26%	-	114,800

City of Wildomar
Revenue Group Budget Report
Mid-Year Budget Report FY 2024/25
July 1st, 2024 to December 31st, 2024

Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
500 Capital Reinvestment						
3541 EVMWD Reimb. Payments	160,600	-	160,600	0%	-	160,600
3900 Transfer In	70,000	-	70,000	0%	-	70,000
Total Capital Reinvestment	230,600	-	230,600	0%	-	230,600
501 RMRA Capital Projects						
3540 RMRA Revenue	951,000	334,468	616,532	35%	-	951,000
Total RMRA Capital Projects	951,000	334,468	616,532	35%	-	951,000
502 RCFC Fund						
3540 Grant Revenue	180,300	-	180,300	0%	-	180,300
Total RCFC	180,300	-	180,300	0%	-	180,300
503 TUMF Fund						
3540 Grant Revenue	15,999,500	844,133	15,155,367	5%	-	15,999,500
Total TUMF	15,999,500	844,133	15,155,367	5%	-	15,999,500
505 MSRC Fund						
3540 Grant Revenue	50,000	-	50,000	0%	-	50,000
Total MSRC	50,000	-	50,000	0%	-	50,000
506 HSIP Fund						
3540 Grant Revenue	658,700	-	658,700	0%	-	658,700
Total HSIP	658,700	-	658,700	0%	-	658,700
507 Misc State Funded Projects						
3540 Grant Revenue	1,454,000	-	1,454,000	0%		1,454,000
Total Misc State Funded Projects	1,454,000	-	1,454,000	0%	-	1,454,000
508 Local Capital Grants-Misc						
3540 Grant Revenue	11,022,500	154,043	10,868,457	1%	-	11,022,500
Total Local Capital Grants-Misc	11,022,500	154,043	10,868,457	1%	-	11,022,500
509 Federal Grants						
3540 Grant Revenue	2,368,600	-	2,368,600	0%	-	2,368,600
Total Federal Grants	2,368,600	-	2,368,600	0%	-	2,368,600

City of Wildomar
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Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
601 LLMD 89-1C						
3550 Special Assessment	357,800	-	357,800	0%	-	357,800
3800 Interest Income	1,200	-	1,200	0%	-	1,200
Total LLMD 89-1C	359,000	-	359,000	0%	-	359,000
602 CSA-22						
3550 Special Assessment	31,700	-	31,700	0%	-	31,700
Total CSA-22	31,700	-	31,700	0%	-	31,700
603 CSA-103						
3557 Special Assessment - Street Lights	157,100	-	157,100	0%	-	157,100
3558 Special Assessment - Landscape	22,600	-	22,600	0%	-	22,600
Total CSA-103	179,700	-	179,700	0%	-	179,700
604 CSA-142						
3550 Special Assessment	38,400	-	38,400	0%	-	38,400
Total CSA-142	38,400	-	38,400	0%	-	38,400
605 CFD 2017-1 DIF Deferral						
3552 Special Assessment	89,300	-	89,300	0%	-	89,300
Total CFD 2017-1	89,300	-	89,300	0%	-	89,300
606 CFD 2013-1						
3551 Special Assessment Tax - Zone 1	628,500	-	628,500	0%	-	628,500
3552 Special Assessment Tax - Zone 2	25,100	-	25,100	0%	-	25,100
Total CFD 2013-1	653,600	-	653,600	0%	-	653,600
607 CFD 2022-3						
3551 Special Assessment Tax A - Maintenance	347,000	-	347,000	0%	-	347,000
Total CFD 2022-3	347,000	-	347,000	0%	-	347,000
608 CFD 2023-1						
3551 Special Assessment Tax A - Maintenance	11,300	-	11,300	0%	-	11,300
Total CFD 2023-1	11,300	-	11,300	0%	-	11,300
610 CFD 2013-1 Special Tax B						
3552 Special Assessment Tax B- Public Safety	235,800	-	235,800	0%	-	235,800
Total CFD 2013-1 Special Tax B	235,800	-	235,800	0%	-	235,800

City of Wildomar
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Account Number	Amended Budget	6 Month Actuals	Remaining Budget	% Received	Requested Budget Change	Proposed Budget
612 CFD 2022-1						
3552 Special Assessment Tax B - Public Safety	145,400	-	145,400	0%	-	145,400
3573 Special Assessment Tax - Zone 0	47,600	-	47,600	0%	-	47,600
3574 Special Assessment Tax - Zone 1	37,700	-	37,700	0%	-	37,700
3575 Special Assessment Tax - Zone 2	49,000	-	49,000	0%	-	49,000
3577 Special Assessment Tax - Zone 4	30,500	-	30,500	0%	-	30,500
3578 Special Assessment Tax - Zone 5	1,700	-	1,700	0%	-	1,700
3852 Special Assessment Tax - Zone 9	3,300	-	3,300	0%	-	3,300
Total CFD 2022-1	315,200	-	315,200	0%	-	315,200
613 CFD 2022-2						
3551 Special Assessment Tax A - Maintenance	346,900	-	346,900	0%	-	346,900
Total CFD 2022-2	346,900	-	346,900	0%	-	346,900
690 Measure Z Park						
3550 Special Assessment	412,100	-	412,100	0%	-	412,100
3553 Marna O'Brien Park-Facility Rent	12,000	3,617	8,383	30%	-	12,000
3555 Windsong Park-Facility Rent	100	30	70	30%	-	100
3800 Interest Income	100	-	100	0%	-	100
Total Measure Z Park	424,300	3,647	420,653	1%	-	424,300
Total	**$ 71,530,100**	**$ 10,953,107**	**$ 60,576,993**	**15%**	**$ 1,038,500**	**$ 72,568,600**

CITY OF WILDOMAR
Expenditure Status Report
Mid-Year FY2024-25
July 1, 2024 to December 31, 2024

Fund	*Amended Budget*	*6 Month Preliminary Actual Expenditure*	*Remaining Budget*	*Percent Used*	*Requested Budget Change*	*Proposed Budget*
General Fund						
100 General Fund						
General Government						
City Council	$ 335,000	$ 153,617	$ 181,383	46%	-	$ 335,000
City Manager	509,300	221,693	287,607	44%	-	509,300
City Clerk	564,700	154,222	410,478	27%	-	564,700
City Attorney	312,000	102,798	209,202	33%	-	312,000
Economic Development	338,600	200,941	137,659	59%	19,000	357,600
Administrative Services	964,900	589,100	375,800	61%	29,600	994,500
Human Resources	288,700	184,214	104,486	64%	6,200	294,900
IT Services	312,900	181,829	131,071	58%	-	312,900
Community Services	415,500	213,423	202,077	51%	-	415,500
O'Brien Park	-	1,231	(1,231)	0%	-	-
Ball Fields	24,100	25,668	(1,568)	107%	-	24,100
11 Acre Park	1,500	-	1,500	0%	-	1,500
27 Acre Park	5,500	5,020	480	91%	-	5,500
20 Acre Park	41,400	-	41,400	0%	-	41,400
Non-Departmental/Facilities	1,737,400	713,913	1,023,487	41%	29,400	1,766,800
General Government Total	**5,851,500**	**2,747,668**	**3,103,832**	**47%**	**84,200**	**5,935,700**
Community Development						
Community Development Administration	126,500	61,936	64,564	49%	-	126,500
Planning Commission	17,100	6,089	11,011	36%	2,500	19,600
Building and Safety	1,119,800	576,464	543,336	51%	-	1,119,800
Planning	852,300	416,171	436,129	49%	-	852,300
Development Engineering	643,400	314,792	328,608	49%	-	643,400
Cannabis Compliance	51,300	3,885	47,415	8%	-	51,300
Code Enforcement	556,400	336,154	220,246	60%	25,500	581,900
Community Development Total	**3,366,800**	**1,715,491**	**1,651,309**	**51%**	**28,000**	**3,394,800**
Public Works/Engineering	**634,000**	**179,531**	**454,469**	**28%**	**-**	**634,000**
Public Safety						
Office of Emergency Mgmt	99,300	41,134	58,166	41%	-	99,300
Police	4,998,300	1,047,274	3,951,026	21%	-	4,998,300
Fire	2,977,800	603,222	2,374,578	20%	15,000	2,992,800
Animal Control	613,100	260,175	352,925	42%	-	613,100
Public Safety Total	**8,688,500**	**1,951,805**	**6,736,695**	**22%**	**15,000**	**8,703,500**
100 General Fund Total	**18,540,800**	**6,594,496**	**11,946,304**	**36%**	**127,200**	**18,668,000**
110 Development Agreement						
Bundy Canyon/Sellers Traffic Signal CIP077	1,000,000	-	1,000,000	0%	-	1,000,000
Total Development Agreement	**1,000,000**	**-**	**1,000,000**	0%	**-**	**1,000,000**
115 American Rescue Plan Act						
ARPA Funds	1,801,200	671,569	1,129,631	37%	-	1,801,200
Total ARPA	**1,801,200**	**671,569**	**1,129,631**	37%	**-**	**1,801,200**

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Fund	*Amended Budget*	*6 Month Preliminary Actual Expenditure*	*Remaining Budget*	*Percent Used*	*Requested Budget Change*	*Proposed Budget*
120 Measure AA						
Public Works/Engineering	3,863,300	417,118	3,446,182	11%	500,000	4,363,300
Auditing/Admin Services	8,100	7,730	370	95%	-	8,100
City Clerk	15,900	10,218	5,682	64%	-	15,900
Non-Departmental/City Facilities	-	104	(104)	0%	-	-
Code Enforcement	195,200	85,125	110,075	44%	-	195,200
Police	1,021,600	492,479	529,121	48%	-	1,021,600
Fire	1,954,600	380,578	1,574,022	19%	-	1,954,600
Community Services-Homeless Program	365,900	45,452	320,448	12%	-	365,900
Total Measure AA	**7,424,600**	**1,438,803**	**5,985,797**	19%	**500,000**	**7,924,600**
125 General Plan Update						
General Plan Update	400,000	220,506	179,494	55%	-	400,000
Total General Plan Update	**400,000**	**220,506**	**179,494**	55%	**-**	**400,000**
All General Funds Total:	**29,166,600**	**8,925,375**	**20,241,225**	**31%**	**627,200**	**29,793,800**

CITY OF WILDOMAR
Expenditure Status Report
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Fund	*Amended Budget*	*6 Month Preliminary Actual Expenditure*	*Remaining Budget*	*Percent Used*	*Requested Budget Change*	*Proposed Budget*
Non-General Funds						
200-GAS TAX						
Public Works/Engineering	1,142,200	515,972	626,228	45%	-	1,142,200
Total Gas Tax	**1,142,200**	**515,972**	**626,228**	**45%**	**-**	**1,142,200**
201 MEASURE A						
Contractual Services	100,000	41,437	58,563	41%	75,000	175,000
Master Drainage Plan CIP023	15,000	-	15,000	0%	-	15,000
Palomar Widening CIP028	316,000	11,380	304,620	4%	39,000	355,000
Wildomar Channel Trail Gates CIP043	30,000	-	30,000	0%	-	30,000
Mission Trail/ Sedco Sidewalk CIP044	25,000	4,674	20,326	19%	-	25,000
Pavement Management Program CIP050	25,000	621	24,379	2%	-	25,000
Local Road Safety Program CIP051	50,000	-	50,000	0%	-	50,000
Pavement Rehab Program CIP057	165,000	1,730	163,270	1%	-	165,000
27 Acre Park Project CIP062	13,900	-	13,900	0%	-	13,900
Line C Basin CIP063	373,000	4,648	368,352	1%	-	373,000
Misc Drainage Improvements CIP069	60,000	-	60,000	0%	-	60,000
Sedco MDP Storm Drain CIP086	57,500	-	57,500	0%	-	57,500
Bundy Canyon Traffic Circle CIP088	202,100	4,219	197,882	2%	-	202,100
Traffic Signal Retrofits & Upgrd. CIP089	65,000	7,133	57,868	11%	140,000	205,000
RCFC Line G Storm Drain CIP094	10,000	-	10,000	0%	-	10,000
Sedco Blvd Rdwy Safety CIP096	-	311	(311)	0%	-	-
Pedestrian Crosswalk Enhancement CIP097	49,000	-	49,000	0%	-	49,000
Wildomar Trail Interchange Restriping CIP103	85,000	5,750	79,250	7%	-	85,000
Engineering Standards & Guidelines CIP104	50,000	-	50,000	0%	-	50,000
	1,691,500	81,901	1,609,599	5%	254,000	1,945,500
Public Works/Engineering	465,300	236,152	229,148	51%	-	465,300
Total Measure A	**2,156,800**	**318,053**	**1,838,747**	**15%**	**254,000**	**2,410,800**
202 TDA						
Palomar Widening CIP028	432,500	-	432,500	0%	-	432,500
Total TDA	**432,500**	**-**	**432,500**	**0%**	**-**	**432,500**
203 AQMD						
Public Works/Engineering	6,900	4,500	2,400	65%	-	6,900
Right-of-Way Enhancement Program CIP066	137,500	-	137,500	0%	-	137,500
Total AQMD	**144,400**	**4,500**	**139,900**	**3%**	**-**	**144,400**
204 WASTE SERVICES						
Public Works	109,600	66,877	42,723	61%	-	109,600
General Government	10,300	2,526	7,774	25%	-	10,300
Total Waste Services	**119,900**	**69,404**	**50,496**	**58%**	**-**	**119,900**
205 SLESF-COPS Grant						
	165,000	-	165,000	0%	-	165,000
SLESF	**165,000**	**-**	**165,000**	**0%**	**-**	**165,000**
206 CDBG						
Sedco Sidewalk Improvement III	132,600	-	132,600	0%	-	132,600
CDBG	**132,600**	**-**	**132,600**	**0%**	**-**	**132,600**
207 PEG Grant						
Services and Equipment	36,800	200	36,600	1%	-	36,800
Total PEG Grant	**36,800**	**200**	**36,600**	**1%**	**-**	**36,800**
208 Streetlight						
Public Works	176,200	-	176,200	0%	-	176,200
Total Streetlight Fund	**176,200**	**-**	**176,200**	**0%**	**-**	**176,200**

CITY OF WILDOMAR
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Fund	Amended Budget	6 Month Preliminary Actual Expenditure	Remaining Budget	Percent Used	Requested Budget Change	Proposed Budget
210 Grants						
CalRecycle SB1383 Grant	103,000	51,951	51,049	50%	-	103,000
CalRecycle CCPP Grant	10,000	-	10,000	0%	-	10,000
940 Litter Abatement Grant	8,000	-	8,000	0%	-	8,000
Total Grants	**121,000**	**51,951**	**69,049**	**43%**	**-**	**121,000**
300 Cemetery	1,764,400	633,307	1,131,093	36%	(3,900)	1,760,500
Cemetery	**1,764,400**	**633,307**	**1,131,093**	**36%**	**(3,900)**	**1,760,500**
302-Cemetery Capital Improvement Projects						
Cemetery Frontage Improvements CIP067-1	1,843,000	3,446	1,839,554	0%	36,500	1,879,500
Cemetery CIP	**1,843,000**	**3,446**	**1,839,554**	**0%**	**36,500**	**1,879,500**
422-Animal Shelter DIF	124,900	-	124,900	0%	-	124,900
Total Animal Shelter DIF	**124,900**	**-**	**124,900**	**0%**	**-**	**124,900**
423-Corp Yard DIF	50,000	-	50,000	0%	-	50,000
Total Corportate Yard DIF	**50,000**	**-**	**50,000**	**0%**	**-**	**50,000**
440-Trans-Road DIF	5,288,000	36,524	5,251,476	1%	-	5,288,000
Total Trans - Road DIF	**5,288,000**	**36,524**	**5,251,476**	**1%**	**-**	**5,288,000**
450- Trans -Signals DIF						
	352,000	23,547	328,453	7%	-	352,000
Total Trans - Signals DIF	**352,000**	**23,547**	**328,453**	**7%**	**-**	**352,000**
451- Drainage DIF						
	60,000	1,721	58,279	3%	-	60,000
Total Drainage DIF	**60,000**	**1,721**	**58,279**	**3%**	**-**	**60,000**
460-Park Land Acquisition DIF						
	63,000	-	63,000	0%	-	63,000
Total Park Land Acquisition DIF	**63,000**	**-**	**63,000**	**0%**	**-**	**63,000**
461- Park Improvements DIF						
	2,899,400	129,911	2,769,489	4%	-	2,899,400
Total Park Improvement DIF	**2,899,400**	**129,911**	**2,769,489**	**4%**	**-**	**2,899,400**
480-Multipurpose Trails DIF	98,200	-	98,200	0%	-	98,200
Total Multipurpose Trails DIF	**98,200**	**-**	**98,200**	**0%**	**-**	**98,200**
500 Capital Reinvestment						
	348,000	120,897	227,103	35%	-	348,000
Total Capital Reinvestment	**348,000**	**120,897**	**227,103**	**35%**	**-**	**348,000**
501 RMRA Capital Projects						
	1,060,000	2,250	1,057,750	0%	-	1,060,000
Total RMRA Capital Projects	**1,060,000**	**2,250**	**1,057,750**	**0%**	**-**	**1,060,000**
502-Riverside County Fund Control (RCFC) - Local						
	57,500	17,299	40,201	30%	-	57,500
Total RCFC	**57,500**	**17,299**	**40,201**	**30%**	**-**	**57,500**

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Fund	*Amended Budget*	*6 Month Preliminary Actual Expenditure*	*Remaining Budget*	*Percent Used*	*Requested Budget Change*	*Proposed Budget*
503-Transportation Uniform Mitigation Fee (TUMF) - Local						
Clinton Keith Widen CIP025	1,959,400	577,860	1,381,540	29%	-	1,959,400
Bundy Canyon/Scott Rd Widen CIP026	2,354,100	1,169,586	1,184,514	50%	-	2,354,100
Palomar Widening CIP028	4,132,500	160,628	3,971,872	4%	154,100	4,286,600
Bundy Canyon/I-15 Interchange Study CIP070	1,500,000	-	1,500,000	0%	-	1,500,000
Baxter Rd/I-15 Interchange Study CIP074	1,500,000	-	1,500,000	0%	-	1,500,000
Bundy Canyon West - Widen & ATP CIP090	210,000	-	210,000	0%	-	210,000
Bundy Canyon Widening Sidewalks CIP092	225,000	-	225,000	0%	-	225,000
Total TUMF	**11,881,000**	**1,908,074**	**9,972,926**	**16%**	**154,100**	**12,035,100**
505-Mobile Source Air Pollution Reduction Review Committee (MSRC) - State						
Pavement Management Program CIP057	25,000	-	25,000	0%	(25,000)	-
Total MSRC	**25,000**	**-**	**25,000**	**0%**	**(25,000)**	**-**
506-Highway Safety Improvement Program (HSIP) - Federal						
	648,100	-	648,100	0%	-	648,100
Total HSIP	**648,100**	**-**	**648,100**	**0%**	**-**	**648,100**
507-State Funded Capital Projects - Miscellaneous - State						
27 Acre Park CIP062	1,211,800	-	1,211,800	0%	-	1,211,800
Palomar Widening CIP028	16,000	-	16,000	0%	-	16,000
Total Miscellaneous State Funded Projects	**1,227,800**	**-**	**1,227,800**	**0%**	**-**	**1,227,800**
508-Local Capital Grants						
Bundy Canyon Widening RCTC CIP026	5,371,300	-	5,371,300	0%	-	5,371,300
Clinton Keith Widening CIP025	5,651,200	176,945	5,474,255	3%	-	5,651,200
Total Local Capital Grants	**11,022,500**	**176,945**	**10,845,555**	**2%**	**-**	**11,022,500**
509-Federal Grants						
Sedco Blvd Safety Improvements CIP096	150,000	-	150,000	0%	-	150,000
Total Local Capital Grants	**150,000**	**-**	**150,000**	**0%**	**-**	**150,000**
601 LLMD 89-1C						
CIP091 Catch Basin Retrofit Project & CIP100 Maintenance District Enhancement Project						
Public Works/Engineering	112,500	69,157	43,343	61%	-	112,500
Zone 3	278,200	50,090	228,110	18%	-	278,200
Zone 18	700	-	700	0%	-	700
Zone 26	800	-	800	0%	-	800
Zone 27	1,500	171	1,329	11%	-	1,500
Zone 29	14,400	683	13,717	5%	-	14,400
Zone 30	39,900	4,726	35,174	12%	-	39,900
Zone 35	300	-	300	0%	-	300
Zone 42	32,800	16,033	16,767	49%	-	32,800
Zone 50	300	-	300	0%	-	300
Zone 51	18,900	1,826	17,074	10%	-	18,900
Zone 52	290,300	3,912	286,388	1%	-	290,300
Zone 59	58,300	637	57,663	1%	-	58,300
Zone 62	132,700	2,019	130,681	2%	-	132,700
Zone 67	54,300	895	53,405	2%	-	54,300
Zone 70	700	95	605	14%	-	700
Zone 71	26,300	1,468	24,832	6%	-	26,300
Zone 73	500	-	500	0%	-	500
Zone 181	38,000	522	37,478	1%	-	38,000
LLMD 89-1C Total	**1,101,400**	**152,233**	**949,167**	**14%**	**-**	**1,101,400**

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July 1, 2024 to December 31, 2024

Fund	Amended Budget	6 Month Preliminary Actual Expenditure	Remaining Budget	Percent Used	Requested Budget Change	Proposed Budget
602 CSA-22						
Contractual Services	3,300	1,483	1,817	45%	-	3,300
Electricity	14,400	5,175	9,225	36%	-	14,400
Street Lights	28,000	-	28,000	0%	-	28,000
CSA-22	**45,700**	**6,657**	**39,043**	**15%**	**-**	**45,700**
603 - CSA 103						
Landscape & Drainage	20,200	4,146	16,054	21%	-	20,200
Maintenance District Enhancement CIP0100	12,100	283	11,817	2%	-	12,100
Street Lights	178,200	28,611	149,589	16%	-	178,200
CSA-103	**210,500**	**33,040**	**177,460**	**16%**	**-**	**210,500**
604 - CSA 142						
Public Works	1,500	-	1,500	0%	-	1,500
Street Lights	30,900	4,657	26,243	15%	-	30,900
CSA-142	**32,400**	**4,657**	**27,743**	**14%**	**-**	**32,400**
CFDs						
605 CFD 2017 DIF Deferral						
DIF Payment / Transfers Out	80,300	-	80,300	0%	-	80,300
Contractual Services	3,500	1,482	2,018	42%	-	3,500
CFD 605	**83,800**	**1,482**	**82,318**	**2%**	**-**	**83,800**
606 CFD 2013-1						
CFD 2013-1 Maintenance	75,900	21,948	53,952	29%	-	75,900
Zone 3	88,300	9,734	78,566	11%	-	88,300
Zone 4	1,900	582	1,318	31%	-	1,900
Zone 5	58,600	9,659	48,941	16%	-	58,600
Zone 8	10,300	214	10,086	2%	-	10,300
Zone 9	12,100	-	12,100	0%	-	12,100
Zone 10	47,700	341	47,359	1%	-	47,700
Zone 11	15,500	146	15,354	1%	-	15,500
Zone 13	1,300	-	1,300	0%	-	1,300
Zone 14	7,500	-	7,500	0%	-	7,500
Zone 15	16,200	-	16,200	0%	-	16,200
Zone 16	5,500	-	5,500	0%	-	5,500
Zone 18	21,900	-	21,900	0%	-	21,900
Zone 19	82,300	2,782	79,518	3%	-	82,300
Zone 21	2,900	-	2,900	0%	-	2,900
Zone 24	178,300	-	178,300	0%	-	178,300
Total CFD's	**626,200**	**45,406**	**580,794**	**7%**	**-**	**626,200**
607 CFD 2022-3						
Public Works/Engineering	28,100	3,819	24,281	14%	-	28,100
Non Departmental	2,500	-	2,500	0%	-	2,500
Total CFD 2022-3	**30,600**	**3,819**	**26,781**	**12%**	**-**	**30,600**
608 CFD 2023-1						
Public Works/Engineering	11,300	1,063	10,238	9%	-	11,300
Total CFD 2023-1	**11,300**	**1,063**	**10,238**	**9%**	**-**	**11,300**
610 CFD 2013-1 Special Tax B						
Public Safety	233,000	-	233,000	0%	-	233,000
Non Departmental	2,800	-	2,800	0%	-	2,800
Total CFD 2023-1	**235,800**	**-**	**235,800**	**0%**	**-**	**235,800**
611 CFD 2022 Special Tax B						
Public Works/Engineering	-	676	(676)	0%	-	-
Total CFD 2022 Special Tax B	**-**	**676**	**(676)**	**0%**	**-**	**-**

CITY OF WILDOMAR
Expenditure Status Report
Mid-Year FY2024-25
July 1, 2024 to December 31, 2024

Fund		*Amended Budget*	*6 Month Preliminary Actual Expenditure*	*Remaining Budget*	*Percent Used*	*Requested Budget Change*	*Proposed Budget*
612 CFD 2022-1 Special Tax A							
	Public Works/Engineering	301,000	11,414	289,586	4%	-	301,000
	Total CFD 2022-1	**301,000**	**11,414**	**289,586**	**4%**	**-**	**301,000**
613 CFD 2022-2 Special Tax A							
	Public Works/Engineering	30,600	2,602	27,998	9%	-	30,600
	Total CFD 2022-2	**30,600**	**2,602**	**27,998**	**9%**	**-**	**30,600**
690 Measure Z - Parks							
	Community Services	109,200	48,760	60,440	45%	-	109,200
	O'Brien Park	154,800	84,061	70,739	54%	-	154,800
	Heritage Park	53,500	20,977	32,523	39%	-	53,500
	Windsong Park	51,400	30,866	20,534	60%	-	51,400
	Ball Field	-	666	(666)	0%	-	-
	Malaga Park	11,800	4,810	6,990	41%	-	11,800
	Total Measure Z Park	**380,700**	**190,139**	**190,561**	**50%**	**-**	**380,700**
				-			-
	Non-GF Funds Total	**$46,680,200**	**$4,467,188**	**$42,213,012**	**10%**	**$415,700**	**$47,095,900**
	Grand Total- All Funds	**$75,846,800**	**$13,392,563**	**$62,454,237**	**18%**	**$1,042,900**	**$76,889,700**

CITY OF WILDOMAR
MEETING (CCR)
GENERAL BUSINESS
Agenda Staff Report # 3.2
Meeting Date: February 12, 2025

SUBJECT: FY2025-26 and FY2026-27 Biennial Budget Goals Discussion

SUBMITTED BY: Adam Jantz, Finance Manager

PREPARED BY: Adam Jantz, Finance Manager

ACTION:
Discuss and provide direction to staff.

SUMMARY:
Discussion on Goals and Priorities for the FY2025-26 & FY2026-27 Biennial Budget

DISCUSSION:
As part of the City's Biennial Budget process, the City establishes City goals and priorities which will guide the departments in setting their objectives and budgets. Part of this process involves a public survey, the results of which are shown in the presentation. By utilizing public input and referencing previous goals, staff have developed several proposed priorities and goals on which Council input is requested. The Council may request to alter or add goals. Staff will then incorporate this input into the final City and department narratives and bring them to the February Council meeting for approval.

For reference purposes, the current approved budget objectives for FY2024/25 along with their status at mid-year are included.

FISCAL IMPACT:
This is only a discussion to give staff direction on setting goals for the FY2025/26 & FY2026/27 Biennial Budget. The final Budget Adoption will not occur until June 11th, 2025. Until the budget is adopted, there is no fiscal impact.

ATTACHMENTS:
FY2026 & FY2027 Budget Goals Discussion Presentation.pdf
FY2024-25 Mid-Year Department Updates.pdf

CITY OF WILDOMAR

FY2025/26 & FY2026/27 BIENNIAL BUDGET

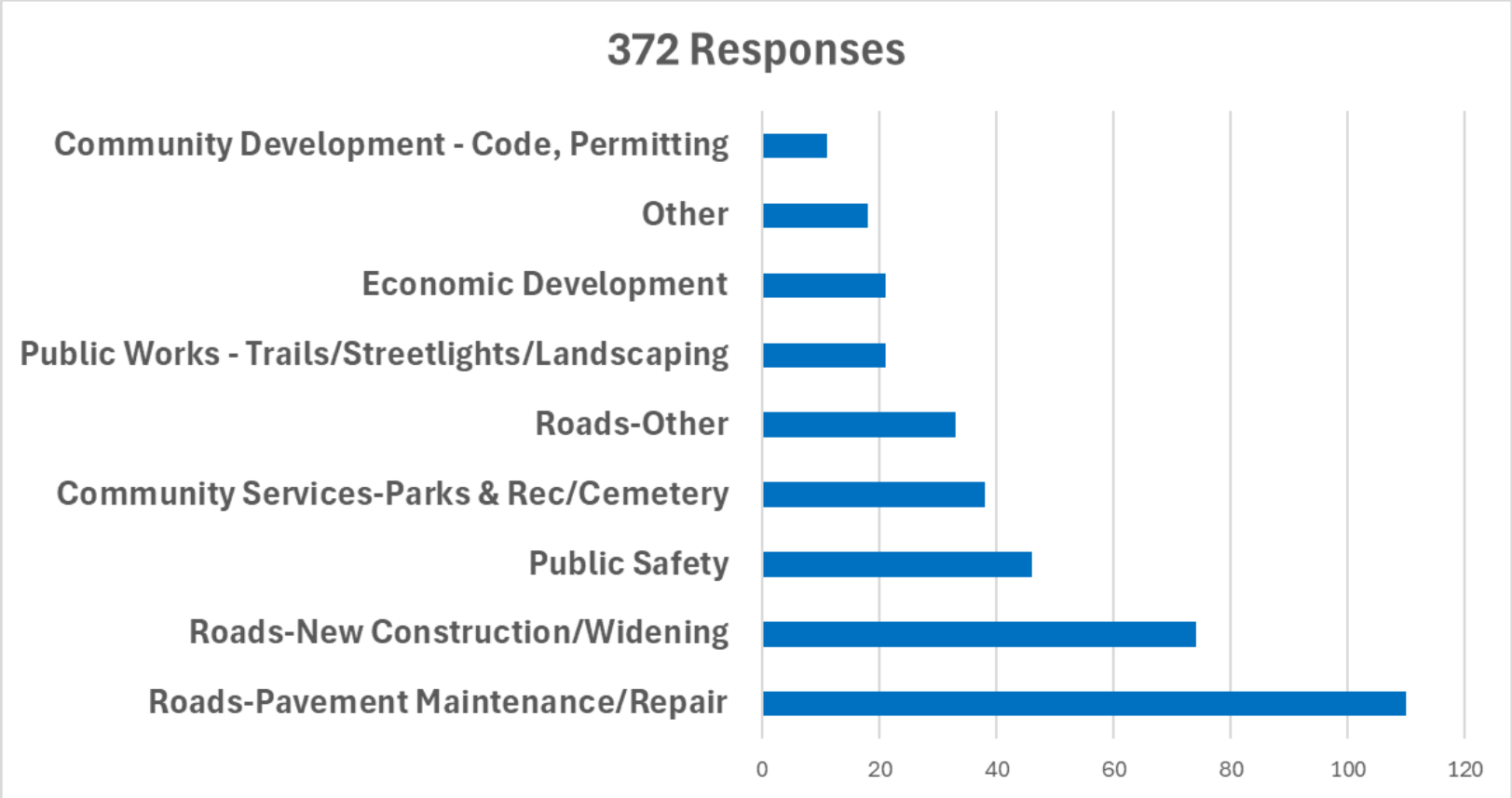
CITY GOALS & PRIORITIES WORKSHOP

ADAM JANTZ – FINANCE MANAGER

JANUARY 15TH, 2025

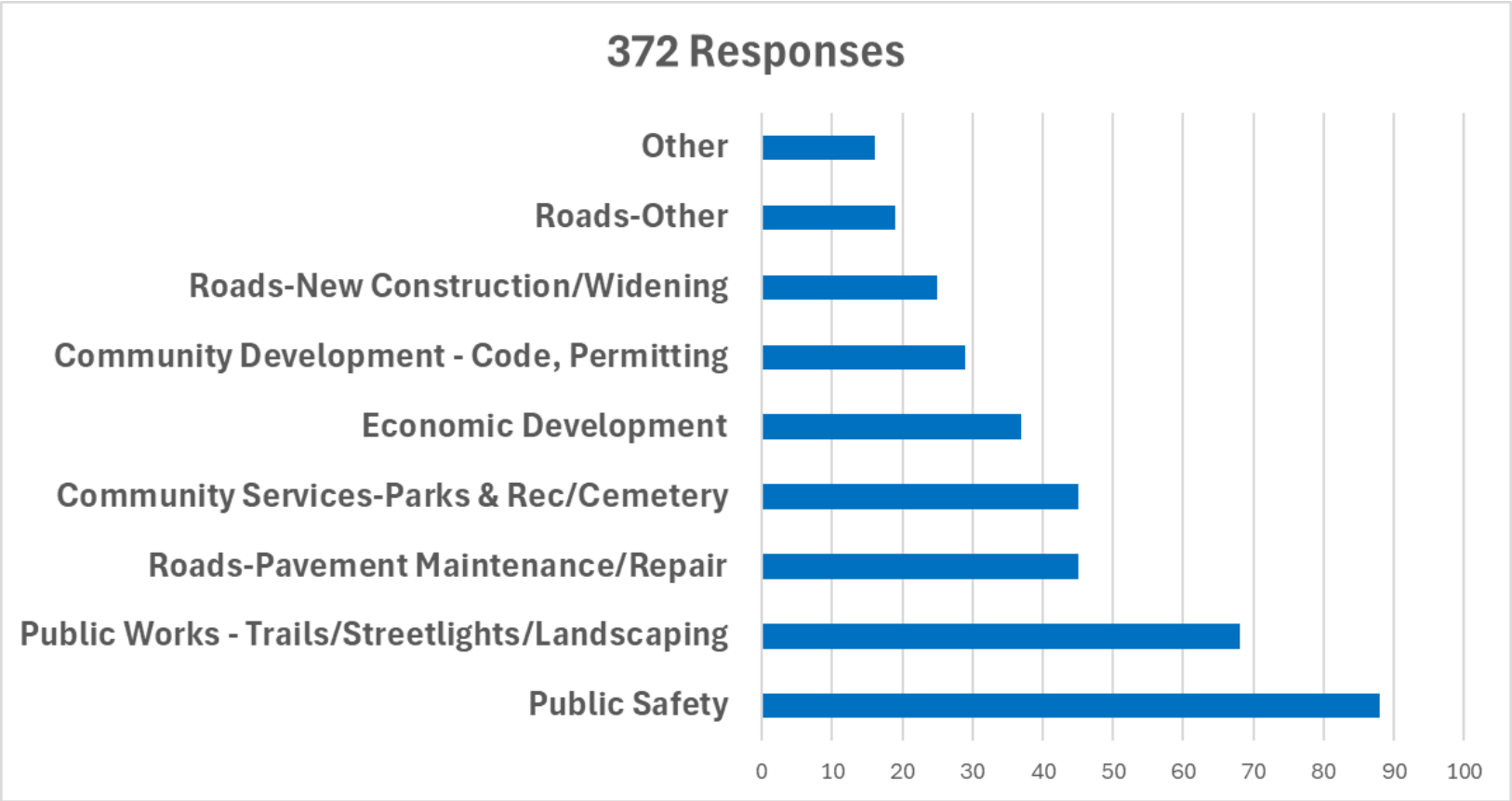
FY2025/26 & FY2026/27 SURVEY RESULTS

HIGHEST PRIORITY



FY2025/26 & FY2026/27 SURVEY RESULTS

SECOND PRIORITY



THE VISION

The City of Wildomar will be a safe and active community, responsibly grown, with quality infrastructure while keeping a hometown feel.

RECOMMENDED PRIORITIES

1. Economic Health
2. Road Infrastructure
3. Provide Healthy & Safe Environment
4. Responsible Growth and Development
5. Community Services

ECONOMIC HEALTH

ACCOMPLISHMENTS

- Obtain Additional Revenue Streams – Hotel in Progress
- Improve the General Fund Reserve Balance – New Reserve Policy Established; Converted to Fixed Fee System from Deposit-Based

PROPOSED FY2026 & FY2027 GOALS

- Optimize Current Revenue Streams
- Mitigate Pension Unfunded Liabilities
- Enhance Policy on Committed Reserves

ROAD INFRASTRUCTURE

ACCOMPLISHMENTS

- Bundy Canyon Rd Widening – Phase I Complete
- Palomar Rd Widening – Phase II Contractor Approved and Construction Scheduled for 2025

PROPOSED FY2026 & FY2027 GOALS

- Complete Road Widening Projects
- Enhance Pavement Management Program
- Expand Street Sweeping Program

PROVIDE HEALTHY & SAFE ENVIRONMENT

ACCOMPLISHMENTS

- Increase Policing - Additional Motor Officer Approved
- Increased Homeless Saturation Patrols

PROPOSED FY2026 & FY2027 GOALS

- Improve Traffic Safety
- Improve Fire Safety & Prevention

RESPONSIBLE GROWTH & DEVELOPMENT

ACCOMPLISHMENTS

- General Plan – Adopted along with Development Code Update

PROPOSED FY2026 & FY2027 GOALS

- General Plan Implementation

COMMUNITY SERVICES

ACCOMPLISHMENTS

- Improve Community Support Services – Supportive Housing Contract Established; Obtained New Outreach Services Contract; New Park Scheduled to Open in FY2024-25; Civic Center Purchased;

PROPOSED FY2026 & FY2027 GOALS

- Increase Park Facilities
- Establish Public Right-of-Way Maintenance Program
- Expand Homeless Support Services

POTENTIAL 3-5 YEAR LONG-TERM GOALS

- City Beautification
- Explore Infrastructure Financing Options
- Interchange Improvements
- Enhance Community Services Revenues & Amenities
- Streamline Internal Workflows & Processes

DISCUSSION

Biennial Budget Calendar

December 2nd, 2024 – Public Budget Priority Survey Sent Out

January 2nd, 2025 – Survey Closes

January 15th, 2025 – Biennial Budget Citywide Goals Discussion

February 12th, 2025 – First Budget Workshop with City Council
City Goals, Council Priorities, and Department Goals for Budget Cycle

March 12th, 2025 – Second Biennial Budget Workshop with City Council
General Government Budget Workshop

April 9th, 2025 - Third Biennial Budget Workshop with City Council
Community Development and Public Works Budget Workshop

May 14th, 2025 – Final Biennial Budget Workshop with City Council
Public Safety Departments Budget Workshop

June 11th, 2025 – Biennial Budget, GANN, and CIP Plan taken to the City Council
Budget Adoption

July 1st, 2025 – First year of Biennial Budget goes into effect

FY2024-25 Mid-Year Budget Department Updates

City Council

Objective:	Continue to increase funding for street improvements and pavement maintenance.
Mid-Year Status:	The City awarded a contract to complete a Pavement Management Report which will enable the City to target the roads most in need for the next pavement rehab program.
Objective:	Adopt a General Plan Update.
Mid-Year Status:	The General Plan Update and the development code updates were adopted at the December Council meeting.
Objective:	Open a new park facility.
Mid-Year Status:	Targeting opening a first phase park facility by end of FY2024/25.
Objective:	Execute a Purchase and Sale Agreement for a City-owned City Hall Building; or Execute a Lease Purchase Agreement with a developer for a new City Hall Building; or extend the existing lease of the current City Hall facility. Options are dependent on funding and negotiations.
Mid-Year Status:	City Hall was purchased. The City is currently looking to make minor renovations so that the building will better suite the City's needs.

City Manager

Objective:	Negotiate and present a long-term fiscally sound option for a publicly owned City Hall through either: *Purchase and Sale Agreement of the existing City Hall. *An extended lease of the existing City Hall while establishing a strong bond rating. *A Lease Purchase agreement of a developer-built City Hall.
Mid-Year Status:	City Hall was purchased. The City is currently looking to make minor renovations so that the building will better suite the City's needs.
Objective:	Continue the operational assessment and refinement of departmental processes and best practices while hiring select positions and reducing certain contract labor positions.
Mid-Year Status:	The City is in the process of hiring the new positions beginning in FY2024/25. A Field Supervisor has been onboarded and an in-house maintenance crew to replace the contract crew is being recruited for.
Objective:	Responsibly monitor current economic projections that anticipate slower growth or reduction in various revenue streams while balancing inflationary impacts to the operating budget.
Mid-Year Status:	Successfully completed for FY2024. The City obtained a surplus in excess of $3.5 million over FY2023/24.

FY2024-25 Mid-Year Budget Department Updates

City Clerk

Objective:	Complete the City's Electronic Document Management System Implementation, scanning and indexing to centralize records, increase record availability to the public, and reduce paper storage.
Mid-Year Status:	Scanning of Planning and Public Works records have begun.
Objective:	Complete the implementation of the City's retention schedule.
Mid-Year Status:	Updating the retention schedule again January/February 2025.
Objective:	Coordinate the City's Municipal Council Election for November 2024.
Mid-Year Status:	Completed.
Objective:	Update the City's Meeting Video/audio/Livestream to a more seamless application.
Mid-Year Status:	Completed.
Objective:	Implement Electronic Document Recording on behalf of the Riverside County Recorder's Office for more efficient processing of documents that need to be recorded.
Mid-Year Status:	Completed.

City Attorney

Objective:	Active participation in agenda and other staff meetings to stay informed on pending City issues and specific implementation of City policies.
Mid-Year Status:	The City Attorney office actively participates in City meeting and provided legislative updates for items that could potentially impact the City.
Objective:	Provide high quality and cost-effective legal services.
Mid-Year Status:	Ongoing.
Objective:	Help City secure long-term City Hall solution.
Mid-Year Status:	The City has entered into its own contracts for all former services provided by the prior landlord and the agreemtn has now ended. One tenant has left and the City has entered into a 3-year lease with with the remaining tenant.
Objective:	Assist with implementation and administration of the new waste hauler franchise agreement.
Mid-Year Status:	Still provides support in the administration of the franchise agreement. Exhibit B of the agreement was recently amended to reflect the purchase of the City Hall facility.

FY2024-25 Mid-Year Budget Department Updates

Economic Development

Objective:	Encourage high-end, mixed-use development that complements the “Temecula Valley Wine Country” atmosphere.
Mid-Year Status:	New developments continue to be underway - still working with Marriott and Sprouts. The new wine bar "Fuhgeddaboudit" has been open since March 2024.
Objective:	Work with industrial developers to bring high-end development to Wildomar that will encourage placement of manufacturing for jobs and entertainment (distilleries, breweries, and wineries with tasting rooms).
Mid-Year Status:	We have been working with this industrial project to bring in a very high use for the project. Will know more in early 2025.
Objective:	Encourage hotel development on Clinton Keith and Wildomar Trail.
Mid-Year Status:	Marriott is continuing to secure their funding and working towards a beginning construction.
Objective:	Support Mt. San Jacinto College’s vision of “Regenerative Agriculture” for their Wildomar campus, encouraging the expansion and success of wineries and farm-to-table eateries.
Mid-Year Status:	MSJC has been focused on bringing Cal State San Marcos to their Temecula facility, but we continue to work with them on future plans in Wildomar.
Objective:	Encourage unique entertainment opportunities that do not exist and/or are in demand in this valley.
Mid-Year Status:	We continue to encourage this type of development in Wildomar.
Objective:	Create a new and engaging website that will facilitate a better end-user (public) experience and encourage better community engagement.
Mid-Year Status:	Completed.
Objective:	Expand marketing efforts to Orange County developers to entice and encourage high-end development for vacant commercial land in the City.
Mid-Year Status:	The department has been actively marketing and attending networking events with developers in surrounding counties.

FY2024-25 Mid-Year Budget Department Updates

Administrative Services - Human Resources

Objective:	Implement Quarterly Wellness Program for Employees.
Mid-Year Status:	Project is still under review for best options, will revamp for the Spring.
Objective:	Complete remaining Prioritized Items from the HR Assessment.
Mid-Year Status:	All prioritized items will be completed by July 1, 2025. A few policies still need to be developed.
Objective:	Prepare robust onboard program and structured new hire orientation.
Mid-Year Status:	Completed.
Objective:	Implement applicant tracking software.
Mid-Year Status:	Completed. Will be ongoing for as needed updates.

Administrative Services - Risk Management

Objective:	Consolidate the Risk Management programs utilized by the City and the Wildomar Cemetery District under one Risk Management Agency.
Mid-Year Status:	Completed.
Objective:	Create and maintain policies and procedures needed by the City, Cemetery District, and its employees.
Mid-Year Status:	Completed. Will be ongoing for as needed updates.
Objective:	Update the City's Claim form.
Mid-Year Status:	Completed.
Objective:	Create a full Safety Program for staff.
Mid-Year Status:	Hired Field Supervisor instead of Maint Manager. Will work on implementation by April 1, 2025.

Administrative Services - IT Services

Objective:	Update Operating software on all computers.
Mid-Year Status:	This is completed and software continues to be automatically updated through Pulseway.
Objective:	Replace staff desktop computers.
Mid-Year Status:	Some of the computer replacement funds were reallocated for servers this Fiscal Year. In FY 2024-2025, plan to order and replace the remaining 13 of 24 desktop computers.
Objective:	Continue to refine Cybersecurity process and procedures.
Mid-Year Status:	Software measures and interactive training system have been implemented.
Objective:	Assist in the implementation of the City's new ERP software.
Mid-Year Status:	Still assisting with the Permitting system. Will assist with go-live when implementation is complete. Finance system is live although there have been requests for data from prior system.
Objective:	Establish a biannual Cybersecurity training schedule.
Mid-Year Status:	Provided first Citywide training on cybersecurity. Working on scheduling next training.
Objective:	Assist in implementing move to new Website content management platform and Laserfiche document management system.
Mid-Year Status:	Laserfiche document management system will be completed by end of Fiscal Year.

FY2024-25 Mid-Year Budget Department Updates

Administrative Services - Finance

Objective:	Complete the implementation of a new Enterprise Resource Planning (ERP) program.
Mid-Year Status:	EDEN was used for the audit of FY2023-24. The NetSuite Finance module went live on 9/16/2024 and the payroll module on 12/5/2024. The implementation of the Planning & Budgeting module commenced in November 2024.
Objective:	Update all Financial Policies and Procedures.
Mid-Year Status:	A revised purchasing policy was introduced at the November Council meeting. The City also opted into the California Uniform Public Construction Cost Accounting Act which establishes a set of purchasing policies for public works capital projects. The credit card policies is currently being reviewed.
Objective:	Create a complete Capital Asset listing of the City and Wildomar Cemetery District.
Mid-Year Status:	Staff are continuing to work on compiling a listing of assets.
Objective:	Establish an ACH Payment program for vendor payments.
Mid-Year Status:	The City set up ACH capabilities with the bank and used it for payroll. A non-payroll ACH program is still in development.
Objective:	Implement new automated P-Card accounting system to improve efficiency.
Mid-Year Status:	The City set up a credit card receipt program with US Bank utilizing their P-Card system. Work is currently underway to integrate it with NetSuite.
Objective:	Complete phase out of developer deposit projects and conversion of existing projects to fixed fee.
Mid-Year Status:	Staff have been reconciling and closing out developer deposit projects on an ongoing basis. A larger batch of write-offs and unclaimed monies will be brought forth at a future meeting.
Objective:	Review and update banking service increase automation and efficiency.
Mid-Year Status:	Staff are working on implementing automated bank reconciliations.
Objective:	Establish an automated contract management system by FY2024/25.
Mid-Year Status:	An accounting specialist was hired to help oversee purchasing and they will be working with the City Clerk to build out the contract management system.

FY2024-25 Mid-Year Budget Department Updates

Community Services - Cemetery

Objective:	Establish final section of burials site within developed cemetery.
Mid-Year Status:	The contract with Lee and Associates to update the Master Plan has been approved by Council and it is anticipated to begin the process over the next several months.
Objective:	Provide online burial searches.
Mid-Year Status:	On schedule for new aquisiton to be completed by end of fiscal year.

Community Services - Services

Objective:	Engage residents on the east side of the I-15 Freeway with events and activities.
Mid-Year Status:	Reviewing potential updates to joint use agreements and other venues.
Objective:	Develop a revenue sharing agreement for Contract Class Providers.
Mid-Year Status:	On going - Program pilots are schedule for this fiscal year. Programs aimed for FY25/26.
Objective:	Update Community Services user fees.
Mid-Year Status:	On going - projection for FY25/26.
Objective:	Add capability for off-site electronic and credit card payments.
Mid-Year Status:	Aquired for future use.

Community Services - Parks

Objective:	Conduct all landscape maintenance services in-house.
Mid-Year Status:	In house services kick off August 2024.
Objective:	Continue Park amenities enhancements and replacements.
Mid-Year Status:	Site amendities at existing parks that need replacement are to begin resembling future park amenities. This would establish a cohesive maintenance schedule and appearance.

Community Services - Special Events

Objective:	Remodel annual special events to incorporate cost recovery.
Mid-Year Status:	Cost recovery has been place on hold. Current focus is to engage the city with parnterships and joint collaborative goals.
Objective:	Broaden partnerships to enhance tier 4 special events.
Mid-Year Status:	Developed Tier 4 pop events that focus on familys and community engagement. Presented during 2025 calendar of events.
Objective:	Acquire special event equipment and amenities.
Mid-Year Status:	Completed.

FY2024-25 Mid-Year Budget Department Updates

Community Development Administration

Objective:	Provide quality public information services to the residents of Wildomar, development community and general public thorough the front counter activities of the planning, building & safety and code enforcement divisions.
Mid-Year Status:	Achieved and On-Going.
Objective:	Enhance the quality of the city's residential neighborhoods, commercial retail areas and business park/industrial areas through pro-active code enforcement work and increased communication of the city's laws and ordinances related to code enforcement.
Mid-Year Status:	Achieved and On-Going.
Objective:	Complete the Planning Department's General Plan Update "Envision Wildomar 2040" project and complete the accompanying Zoning Ordinance Update to create goals and policies that will provide balanced and responsible growth with preservation of the city's rural character, open spaces, and historical resources.
Mid-Year Status:	Complete. Planning Commission recommended approval on Nov. 20, 2024. City Council apprpoved on December 9, 2024.
Objective:	Complete and recommend to Planning Commission and City Council the proposed "Wildomar Meadows" 750-acre Specific Plan project (Farm Specific Plan Amendment #5).
Mid-Year Status:	This proejct will start back up in January 2025 with completion by December 2025.
Objective:	Complete and recommend to Planning Commission and City Council the proposed "Bluffs at Hidden Springs Specific Plan/Mixed Use project" (160-acre Oxman property).
Mid-Year Status:	This revised Specific Plan project was resubmitted in August 2024. Completion expected in December 2025.
Objective:	Work with Administrative Services department to establish and implement a fixed fee-based based system for planning and building projects, thereby relacing the developer deposit-based system that allows more accurate accounting of revenues and expenditures for these divisions.
Mid-Year Status:	Fixed fees have been impemented since Feb. 2025 and are ongoing.

FY2024-25 Mid-Year Budget Department Updates

Planning Commission

Objective:	Completed and recommended to City Council the city's General Plan Update "Envision WIldomar 2040".
Mid-Year Status:	Completed by the Commission on November 20, 2024.
Objective:	Completed and recommended to City Council the city's Zoning Code Update (part of the GP update).
Mid-Year Status:	Completed by the Commission on November 20, 2024.
Objective:	Completed and recommended to City Council the "Wildomar Meadows" 750-acre Specific Plan (Farm Specific Plan Amendment #5).
Mid-Year Status:	This private development project was placed on hold by the Applicant in early 2024 to allow the General Plan to be completed. Anticipate completion by Dec. 2025.
Objective:	Completed and recommended to City Council "The Bluffs at Hidden Springs Specific Plan/Mixed Use Project" (160-acre Oxman property).
Mid-Year Status:	This revised Specific Plan project was resubmitted in August 2024. Completion expected in December 2025.
Objective:	Take part in quarterly training with the Planning Department and City Attorney.
Mid-Year Status:	No training has occurred in the 1st half of FY 24/25.
Objective:	Attended and participated in the annual League of Cities Planning Commissioner's Academy conference.
Mid-Year Status:	Registration has opened for the 2025 PC Academy Conference. Anticipate all 5 Commissioners attending.

Building & Safety

Objective:	Hire full-time city staff building inspector (pending budget approval by Council).
Mid-Year Status:	The City hired the second full time building inspector.
Objective:	Manuever away from contract staff (inspection and administrative) other than necessary plan check services.
Mid-Year Status:	City stopped using contract staff for anything other than plan review.
Objective:	Begin RFP for plan checking services.
Mid-Year Status:	Going out in early January 2025.
Objective:	Adopt and implement valuation based (i.e., fixed fee) permitting fees.
Mid-Year Status:	Fees have been implemented.
Objective:	Implement new permitting software to better serve our residents, private developers, and business owners (pending budget approval by Council).
Mid-Year Status:	Still pending a go live date, building is doing all we can to assist.
Objective:	Begin developing a city facilities maintenance department (pending budget approval by Council).
Mid-Year Status:	This will be overseen by the Community Services department.
Objective:	Perform inspections of city-owned facilities.
Mid-Year Status:	During the TI items identified during this inspection will be addressed.
Objective:	Provide training opportunities for staff in order to improve their ability to serve the citizens of Wildomar.
Mid-Year Status:	This is a continual annual training.

FY2024-25 Mid-Year Budget Department Updates

Planning Division

Objective:	Completion of the city's first comprehensive General Plan Update "Envision Wildomar 2040".
Mid-Year Status:	Completed by the Commission on November 20, 2024. City Council expected to approve on December 9, 2024.
Objective:	Completion of the city's first comprehensive Zoning Code Update (part of the GP update).
Mid-Year Status:	Completed by the Commission on November 20, 2024. City Council expected to approve on December 9, 2024.
Objective:	Completion and recommendation to Planning Commission and City Council on the proposed "Wildomar Meadows" 750-acre Specific Plan project (Farm Specific Plan Amendment #5).
Mid-Year Status:	Project to restart in January 2025 with completion by December 2025
Objective:	Completion and recommendation to Planning Commission and City Council on the proposed "Bluffs at Hidden Springs Specific Plan/Mixed Use project" (160-acre Oxman property).
Mid-Year Status:	This revised Specific Plan project was resubmitted in August 2024. Completion expected in December 2025.
Objective:	Continue with quarterly training sessions for the Planning Commission.
Mid-Year Status:	No training has occurred in the 1st half of FY 24/25.
Objective:	Attendance and participation in the annual Cal APA Conference, including local APA training sessions.
Mid-Year Status:	Registration has opened for the 2025 PC Academy Conference. Anticipate all 5 Commissioners attending.

FY2024-25 Mid-Year Budget Department Updates

Code Enforcement

Objective:	Establish a parking enforcement program.
Mid-Year Status:	Code enforcement has achieved their goal and now is Officially part of the Riverside County Abandoned Vehicle Abatement program (AVA).
Objective:	Hire additional staff (code enforcement, administrative analyst, etc.).
Mid-Year Status:	Due to the great success with City Net, we have not hired additional code enforcement staff. In fact, we have just agreed to a new Memorandum of Understanding (MOU) with City Net. With these two allocated positions, I would like to hire two part-time code enforcement officers to cover nights and weekends.
Objective:	Working on getting the city's code enforcement department in compliance with the new safety standards regarding SB 296.
Mid-Year Status:	My New Code Enforcement Goal My focus will be on implementing AB 548. This legislation requires local enforcement agencies to establish policies and procedures for inspecting multiple units within a building when an inspector or code enforcement officer determines that at least one unit is substandard or violates state habitability standards. I have not received a notice of completion from human resources regarding SB296 safety manual.
Objective:	Working on policies and procedures manual for code enforcement.
Mid-Year Status:	I am currently working on the code enforcement policy procedure manual, but progress has been slow. I plan to submit the Chain of Command policy and the vehicle maintenance policy to Human Resources within the next few months. I have been in communication with them, and they have requested that I submit each policy individually.
Objective:	Continue to provide monthly inspections for future marijuana dispensary stores.
Mid-Year Status:	Code enforcement continues its efforts to inspect two of our permitted dispensaries. The planning division has informed me that there are two more dispensaries scheduled to open soon, which will increase our inspection activities. We are also continuing our efforts to eradicate all unpermitted illegal dispensaries and marijuana grows within our city.

FY2024-25 Mid-Year Budget Department Updates

Office of Emergency Management

Objective:	Attend conferences and training to begin hosting our own in-house training.
Mid-Year Status:	Continuing to attend online training and monthly meetings.
Objective:	Monitor and ensure Covid – Protocols are observed within public facilities.
Mid-Year Status:	Completed.
Objective:	Update the Emergency Operation Center.
Mid-Year Status:	The OEM budget has been finalized. Currently conducting a comprehensive inventory of all supplies in the existing EOC and identifying additional needs for future purchasing in preparation for the new EOC location.
Objective:	Build a culture of preparedness by maintaining a constant state of readiness, which involves a series of planning steps to ensure individuals, families, and businesses are ready for all types of disasters.
Mid-Year Status:	Developed a "Great ShakeOut" questionnaire and test to help staff practice response strategies for unexpected events. Also implemented the first EOC email activation drill, which successfully highlighted departmental areas needing improvement and readiness enhancements.
Objective:	Maintain and build a partnership with neighboring cities, State and Federal Agencies.
Mid-Year Status:	From these partnerships, OEM is part of the Special District Emergency Managers group, including representatives from Lake Elsinore, Murrieta, Temecula, Menifee, the Water District, CalOES, and LEUSD. These meetings continue to provide valuable insights and strengthen collaboration for the city's Office of Emergency Management.
Objective:	Maintain community outreach by posting preparedness information on social media.
Mid-Year Status:	Consistently created and posted bilingual (English/Spanish) flyers on topics such as fire awareness, earthquake preparedness, summer/heat safety, winter safety, disaster supply kits, and pet safety. Additionally, participated in safety fairs within the community to promote disaster awareness and preparedness.
Objective:	Develop a robust CERT program for the public.
Mid-Year Status:	Continuing training for this achievement. The State has postponed training as they are revamping the program.

FY2024-25 Mid-Year Budget Department Updates

Public Works/Engineering- PW Traffic Engineering

Objective:	Maintenance: oBegin transitioning maintenance services from contract staff to City employees. oDevelop an initial Field Operations Center for City maintenance crews and equipment. oEvaluate creating a new City-wide Pavement Patching Program, to provide for quicker and longer-term repairs of pavement failures that do not warrant a full repair project. oEnhance public reporting of maintenance service requests via an updated service request portal online.
Mid-Year Status:	- Hired a Field Supervisor to begin transitioning maintenance services to City employees. Next steps include hiring maintenance works to develop a full maintenance crew. - In-lieu of a Field Operations Center, the City will utilize rental equipment to assist during the initial maintenance transition while a longer-term project is developed for a Field Operations Center. However, the City has prepared plans for City Hall to provide for a maintenance office, lockers, and showers for maintenance personnel. - Staff is currently evaluating a new Service Request and Work Order tracking software.
Objective:	Traffic Engineering: oApprove updated design standards for traffic signals. oBegin implementation of recommendations from the adopted Local Roadway Safety Plan (LRSP), as appropriate and necessary.
Mid-Year Status:	- Approvied updated design standards for Traffic Signal Street Name Signs. Requested an updated proposal from on-call consultant for preparation of traffic signal and streetlight design standards. - Began and continuing with implementation of recommendations from the LRSP.

FY2024-25 Mid-Year Budget Department Updates

Public Works/Engineering- Capital Projects Division

Objective:	Continue annual Pavement Rehab Project and annual Slurry Seal Project, advertising and constructing one of each type of project each year.
Mid-Year Status:	- Developing PS&E for road repair on Bundy Canyon Rd. and beginning planning for road rehab/slurry seal in residential streets.
Objective:	Prepare a new Pavement Management Program (PMP) Report, re-evaluating the current condition of all streets City-wide. Include updated and innovative pavement repair strategies in the report. Include a systematic approach, based on various budget scenarios, to schedule all City streets for repair.
Mid-Year Status:	- Awarded a contract for an updated PMP and kicked-off project.
Objective:	Project-Specific Goals: ***Bundy Canyon Rd.:** -Secure funding needed for the Bundy Canyon Rd. Improvement Project, Segment 2 (from Oak Canyon Dr. to the Farm Rd.) and construct the project. -Design and construct the Bundy Canyon Rd. (west) Widening and ATP Improvements Project (from Mission Trail to the I-15). ***Clinton Keith Rd.:** Complete the design for the Clinton Keith Rd. Widening Project (from the I-15 to Copper Craft Ct.) and construct the project. ***Palomar St.:** Complete the design of the Palomar St. Phase 2 Project (from Gruwell St. to Wildomar Trail) and construct the project.
Mid-Year Status:	- Continuing design and utility coordination for Bundy Canyon Rd. Advertised an RFQ for on-call engineering services, which will allow the City to then advertise an RFP for Bundy Canyon Rd. (west). - Continuing design for Clinton Keith Rd. Design is at 90%, with anticipated construction start in FY 24/25. - Design completed and construction contract awarded for Palomar St. Phase 2 project.

Development Engineering

Objective:	Transition from deposit based to fixed fees cost recovery process.
Mid-Year Status:	Implementing new fixed fees.
Objective:	Continue updating Engineering processes and procedures.
Mid-Year Status:	On-going. Continuing to update forms, process, and procedures throughout the year during the normal course of business to improve efficiency and consistency.
Objective:	Finalize and publish Entitlement and Development Engineering booklets.
Mid-Year Status:	City advertised an RFQ for on-call engineering services. Staff plan to request proposal from on-call consultants, once under contract, and begin the development and adoption of City-specific Engineering and Design Standards/Guidelines.
Objective:	Assist in finalizing expanded circulation element within City's General Plan Upate.
Mid-Year Status:	Complete and approved by Planning Commission. Pending approval by City Council.

FY2024-25 Mid-Year Budget Department Updates

Police Services

Objective:	Maintain adequate law enforcement services to keep up with the growing population of nearly 38,000.
Mid-Year Status:	Calls have remained constant as projected and we are on target to meed out 7 min response time goal.
Objective:	Provide a safe driving environment through effective traffic enforcement and driver safety programs, to include bicycle safety and child car seat safety.
Mid-Year Status:	All OTS operations were completed.
Objective:	Maintain a productive and collaborative relationship with city leaders through frequent and meaningful communications and transparency.
Mid-Year Status:	The Sheriff's Office remains responsive to the needs of city staff and council.
Objective:	Provide the highest level of training and professional development for our department members.
Mid-Year Status:	We continue to provide the stated training and are constantly looking for new training as it becomes available.
Objective:	Continue to engage with the community through community programs, events, personal interactions, and open lines of communication.
Mid-Year Status:	We have expanded out community service events and work with the Wildomar community services team on joint events.
Objective:	Build upon the volunteer program by actively recruiting to increasing the number of station volunteers, Citizens on Patrol, and youth Explorers.
Mid-Year Status:	The community services team has been established and has worked diligently to improve in these areas.
Objective:	Establish a crime-free multifamily housing program to help deter criminal activity.
Mid-Year Status:	Two CSO have attended the Crime Prevention Through Environmental Design training and are now able to do inspections.

Fire Services

Objective:	Maintain an average emergency response time of 5 minutes or less.
Mid-Year Status:	4.8 Minute Response Time.
Objective:	Increase community education and engagement.
Mid-Year Status:	Crews have particpated in the Wildland Safety Fair (Marna O'Brien Park), Trunk or Treat (Ronald Regan Elementary), State of the City, Cornerstone Car Show, and Patriot Day (Wildomar Elementary).
Objective:	Maintain a 10-day average plan review turn-around time.
Mid-Year Status:	Staff averaged 11.27-day turnaround time.
Objective:	Provide new construction inspections within 2 Business days.
Mid-Year Status:	Staff averaged 2.75-day turnaround time.
Objective:	Develop a "Fire-Wise Community" plan for the City utilizing Cal-Fire grant funding for community risk reduction.
Mid-Year Status:	Application for funding has been sent and is awaiting a decision.

CITY OF WILDOMAR
MEETING (CCR)
GENERAL BUSINESS
Agenda Staff Report # 3.3
Meeting Date: February 12, 2025

SUBJECT: FY2025-26 and FY2026-27 Biennial Budget Acceptance of City and Department Goals

SUBMITTED BY: Adam Jantz, Finance Manager

PREPARED BY: Adam Jantz, Finance Manager

ACTION:
Discuss and receive comments from the public regarding the development of the City's Fiscal Year 2025-26 and 2026-27 Biennial Budget Goals for the City.

SUMMARY:
Acceptance of City and Department Goals for the FY2025-26 and FY2026-27 Biennial Budget

DISCUSSION:
The City of Wildomar is starting the process of developing the Biennial Operating Budget, which covers the period of fiscal years 2025-26 and 2026-27. The Budget is the most important document the City produces on a regular basis as it provides the legal basis for funding services, programs, and projects.

This year's budget program began with a workshop on the City's priorities and goals over the next budget cycle. Based on input from the public and the City Council, five priorities were established. Using these priorities, various City goals were established for the budget cycle. Using these goals, the departments then developed their own objective in furtherance of the City goals. The costs of achieving these goals will then be incorporated into the department budgets.

The meeting tonight is a continuation of the process of encouraging input from the public in the development of the City's Budget. Once the goals are finalized, the departments will start to draft budgets that will accommodate the costs of fulfilling those goals.

FISCAL IMPACT:
The goals established in this meeting will be incorporated into the departmental budgets for the eventual adoption on June 12th, 2025. However, until the final budget is adopted, there is no fiscal impact.

ATTACHMENTS:
Citywide Goals & Narratives FY2025-26 & FY2026-27.pdf
Department Goals Summary
FY2026 & FY2027 Bidget Goals Workshop Presentation.pdf

City Wide Goals & Objectives

Vision Statement (Adopted February 22, 2017)

The City of Wildomar will be a safe and active community, responsibly grown, with quality infrastructure while keeping a hometown feel.

Mission Statement

Provides a welcoming, safe, and family-friendly environment with opportunities for healthy, self-sustaining lifestyles for all residents.

Balances responsible growth with preservation of rural character, open spaces, and historical resources.

Protects the visual and ecological value of its natural resources.

Nurtures small businesses, attracts high-quality jobs, provides quality educational opportunities and commercial services that capture local spending and generate revenues to support Wildomar's vision for the future.

Maintains safe roadways and high-quality pedestrian, bicycle, multi-purpose trail and transit networks.

Provides for social, physical, and mental health through arts and programs, entertainment, recreational opportunities, quality infrastructure and gathering places for residents of all ages and abilities.

MAJOR PRIORITIES FOR THIS BUDGET CYCLE

This two-year budget contains several Council Priorities, including:

1. **Provide Healthy & Safe Environment** – Provides a safe and family-friendly environment.

2. **Responsible Growth and Development** – Encourage sustainable growth while preserving Wildomar's character and resources.

3. **Economic Health** – Maintain a business-friendly environment that supports small businesses and attracts quality jobs and services while using conservative fiscal strategies to achieve Wildomar's vision.

4. **Road Infrastructure** – Maintain safe roadways and improve road networks.

5. **Community Services** – Supports social, physical, and mental health through programs, entertainment, and recreational opportunities.

The major priorities for FY2025/26 & 2026/27 are formulated into goals and objectives for Wildomar below. They were developed by management utilizing input from the Council and public to help realize the City's Vision statement.

PRIORITY 1 – Provide Healthy & Safe Environment:

Improve Traffic Safety

Improve Fire Safety & Prevention

Maintain City Infrastructure at a Level of Operational Readiness

PRIORITY 2 – Responsible Growth and Development:

General Plan Implementation

PRIORITY 3 – Economic Health

Optimize Current Revenue Streams

Mitigate Pension Unfunded Liabilities

Enhance Policy on Committed Reserves

Expand Employee Recruitment and Retention Incentives

PRIORITY 4 – Road Infrastructure

Complete Road Widening Projects

Enhance Pavement Management Program

Expand Street Sweeping Program

PRIORITY 5 – Community Services

Increase Park Facilities

Increase Community Engagement Opportunities

Establish Public Right-of-Way Maintenance Program

Expand Homeless Support Services

City Council

Mission:

To oversee municipal activity, ensuring it reflects the will of the residents.

Services:

- Consists of 5 Members of the public elected to a four-year term from each district in the City; Mayor and Mayor Pro Tempore are chosen annually from the Council.
- Adopts fiscally conservative and balanced operating budgets.
- Appoints Planning Commissioners and committee members.
- Approves public policy.
- Passes Resolutions and Ordinances.
- Provides input on City manners.
- Engages with stakeholders and brings their needs to the attention of City management.

Organization:

City Council

5 Elected Members – One from Each District of the City

Accomplishments (Over Last 2 years):

- Adopted a balanced budget with General Fund Reserve.
- Purchased City Hall.
- Increased Road Improvement Funding.
- Approved a General Plan Update.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Enhance Policy on Committed Reserves

- Improve Long-Term Fiscal Health by maintaining compliance with committed reserve policies over the budget cycle.

Enhance Pavement Management Program

- Continue to increase average annual funding for street improvements and pavement maintenance.

General Plan Implementation

- Implement actions identified in General Plan Update.

Increase Park Facilities

- Open a new park facility.

Maintain City Infrastructure at a Level of Operational Readiness

- Improve operational efficiencies and effectiveness with customer-centric service.
- Develop a sustainable organizational structure.

City Manager

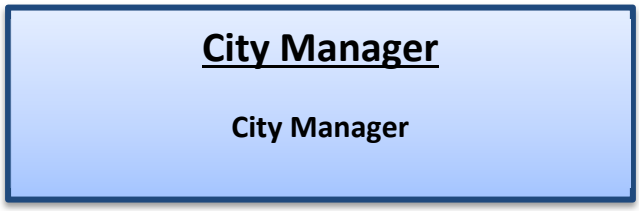
Mission:

To carry out the will of the City Council in accordance with the City's Vision statement.

Services:

- Manages the day-to-day operations of the City government.
- Implements City Council policy decisions.
- Communicates with major stakeholders.
- Appoints Directors to carry out City goals.

Organization:



Accomplishments (Over Last 2 years):

- Purchase and Sales Agreement for City Hall
- Organizational Management review.
- Established an Executive Management team.
- Established department management and supervision roles.
- Transitioned City from majority contract staff to city staff.
- Updated biennial citywide compensation, classification, job description, and benefits analysis.
- 5-year fiscal planning with conservative revenue projections.
- Stabilized ongoing expenditures and maintained a minimum 20% committed budget reserve.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Enhance Policy on Committed Reserves

- Improve long-term fiscal stability by maintaining committed reserves over the 5-year forecast.

Expand Employee Recruitment and Retention Incentives

- Develop strong sustainable management organization and enhance staff training, procedures, and practices.
- Develop internal operating manuals by department for division processes and procedures.

Enhance Pavement Management Program

- Site and Establish a Corporation Yard/Field Operations Center.

City Clerk's Department

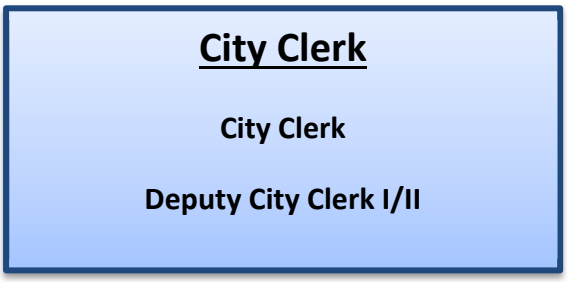
Mission:

To build trust and promote transparency by providing access to local government through public participation, community engagement, easy access to records and historical data, excellent customer service, and regulatory compliance.

Services:

- Provides City Council support by managing agendas, meeting notice requirements, maintaining legislative history, managing the filing of contracts, agreements, resolutions, ordinances, minutes, recorded documents, and issuing proclamations and certificates.
- Conducts Municipal Elections in accordance with the Municipal Code.
- Maintains custody of the City Seal.
- Administers and directs the posting, mailing, and publication of legally required notices and public hearings.
- Provides open access to complete and accurate public documents for both internal and external customers.
- Administers the provisions of the Brown Act, Public Records Act, Elections Code, and Fair Political Reform Act and provides guidance to candidates, elected officials, and staff in meeting their legal responsibilities.
- Maintains and updates the City's Municipal Code annually and ensures that it is available and accessible to all citizens.
- Certifies and authenticates official documents.
- Maintains and updates the City's records retention schedule and program.
- Provides support to the Planning Commission, Measure Z Oversight Advisory Committee, and Measure AA Oversight Advisory Committee.

Organization:



Accomplishments (Over Last 2 years):

- Coordinated the City's Municipal Election for November 2024
- Implemented the City's Meeting Video/Audio and Livestream to a more seamless application.
- Implemented Electronic Document Recording to process documents electronically to the Riverside County Recorder's Office for more efficient processing of documents that need to be recorded.
- Completed the implementation of the City's retention schedule.
- Provided City-Wide Records Management Training and updated the City's retention schedule.
- Completed the City's Electronic Document Management System Implementation and began scanning and indexing to centralize records, increase record availability to the public, and reduce paper storage.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Increase Community Engagement Opportunities

- Automate the public meeting process by upgrading the City Council Chambers technology with a voting module.
- Increase public access to records using the City's current Electronic Document Management System.
- Implement a public records module that integrates with the City's Electronic Document Management System to increase response time and efficiency in fulfilling public records requests.
- Effectively manage the City's email storage and process through an email automation system.

City Attorney Department

Mission:

Provide cost-effective and high-quality legal services to the City Council, the Council's appointed bodies, and all City departments to enhance the City's ability to achieve its policy objectives while reducing legal risk.

Services:

- Prepare and attend City Council and Planning Commission meetings.
- Provide general legal advice.
- Review draft contracts, ordinances, and resolutions.
- Conduct legal research.
- Represent the City in litigation.
- Assist City Departments in handling personnel matters.

Organization:

City Attorney

Burke, Williams, and Sorenson LLP (Contract)

Accomplishments:

- Assisted in compliance with the City Hall purchase agreement compliance requirements.
- Assisted in entitlement processing and environmental review of numerous development projects, including cannabis businesses.
- Assisted staff in several code case litigations.
- Provided legal support for right-of way acquisitions via both purchase agreements and eminent domain proceedings.
- Represented the City in negotiating City Manager contract.

Short-Term Objectives:

General Plan Implementation

- Assist with the legal enforcement of the updated general plan.

Establish Public Right-of-Way Maintenance Program

- Assist with the legal aspects of acquiring a property for a field operations center.

Complete Road Widening Projects

- Assist with the acquisition of right-of-way for the major road widening projects.

Economic Development Department

Mission:

To promote valuable development that enhances the quality of life and opportunity in Wildomar. Sustain and grow Wildomar's vibrant economy by providing leadership and resources for business attraction, retention, growth, and development.

Services:

- **Business Attraction**
    - Make connections to commercial development opportunities in Wildomar.
    - Attending industry trade shows (ICSC).
    - Partner with local brokers, developers, property owners, etc.
- **Business Retention**
    - Conduct monthly business workshops.
    - Provide marketing help for local businesses.
    - Deliver programs to spotlight local businesses.
- **Community Marketing/Engagement**
    - Compose and disseminate press releases.
    - Maintain an active social media presence.
- **Ombudsman Services**
    - Work with all departments as needed to help businesses get questions answered.
- **Community/Regional Engagement**
    - Murrieta/Wildomar Chamber of Commerce
    - Economic Development Coalition (EDC)
    - Economic Development Alliance (RivCo EDA)
    - Small Business Administration (SBA)
- **Seek Grants for the purpose of Economic Development**

Organization:

Accomplishments (Over Last 2 years):

- Brought Business Registrations "in-house" and increased customer service by streamlining the process for business owners.
- Increased communication with the public through the addition of Instagram (along with Facebook and LinkedIn).
- Tracked and responded to grants that may provide funding for various city-wide projects.
- Helped to create and manage a Wildomar Engaging Business (WEB) meetup for business owners in Wildomar.
- Helped to implement a new "ERP" software system for permitting and inspections.
- Managed the Commercial Real Estate Meetup for connection to developers, brokers, and small business owners.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Optimize Current Revenue Streams

- Increase the City of Wildomar's sales tax revenues by:
    - Adding and encouraging higher-paying jobs and entertainment
    - Meeting with industrial and office space developers
    - Hold 22 Commercial Real Estate (CRE) Meetups
    - Targeting industrial and office space developers at annual Trade Shows
- Encourage business retention by increasing the department's attendance at Business Events and Workshops.
- Increase public/ business engagement by adding How-To videos for city services.

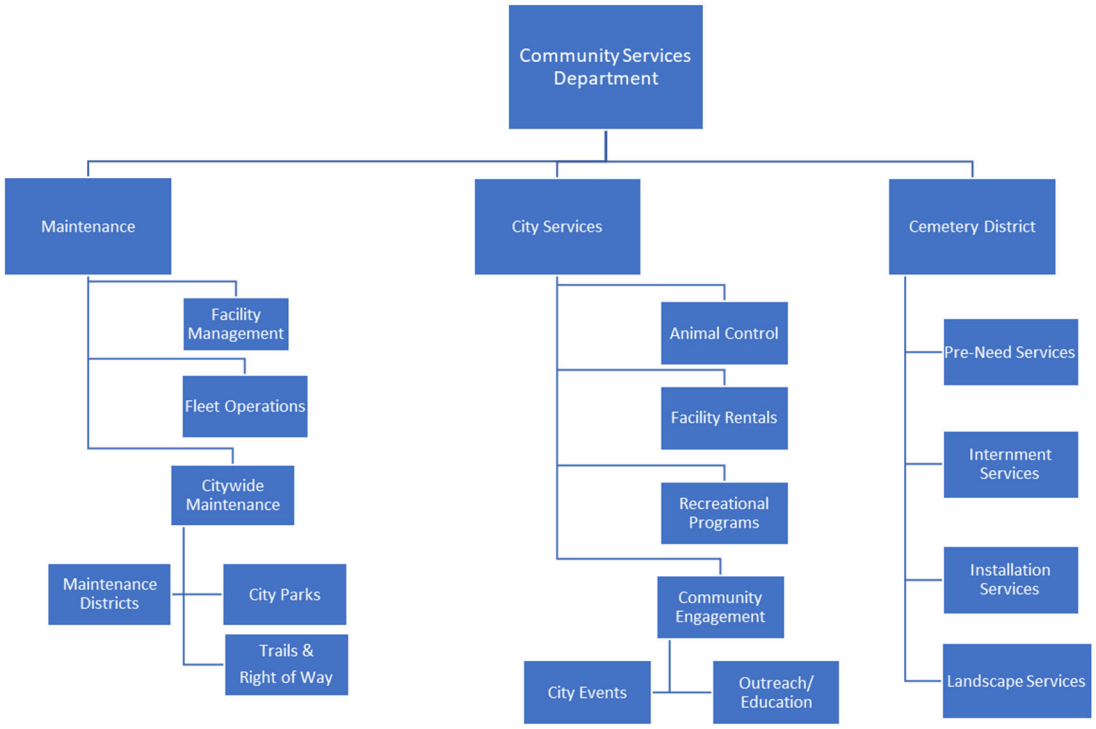
Community Services Department

Mission:
To provide safe, clean, and beautiful facilities, parks and trails for residents and visitors promoting the well-being of every person and animal. Develop healthy, sustainable, and enriching services for our community and the southwest region. Promote a culture of inclusivity to promote community engagement and participation while fostering an environment of creativity.

Services:

- Community Services Administration
- Park and Facility Rentals
- Manage City owned parks
- Landscape, Facility, and Fleet Maintenance
- Citywide Events, Community Partnerships, and Recreation Programs.
- Animal Shelter and Animal Control Services
- City Departmental Support.

Organization:



City Services Division

Accomplishments (Over Last 2 years):

- Formalized a Community Event Partnership Policy to partner with local non-profit organizations in the collaboration effort for conducting special events
- Established Joint Park Use License Agreement with local HOAs
- Create a Parking License Agreement for the use of vacant land for event overflow parking.
- Implemented a Sports Field Allocation Policy
- Assisted in the development of the new "City Welcome" signs
- Presented a Health and Wellness Resource Forum with the County of Riverside

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Increase Community Engagement Opportunities

- Incorporate City-sponsored sport leagues into field usage allocations.
- Schedule regular community outreach and educational events encouraging public safety and wellness.

Increase Park Facilities

- Implement recreation software for park amenities and facility rentals.
- Provide recreational activities for community utilizing City and neighboring facilities.

Maintenance Division

Accomplishments (Over Last 2 years):

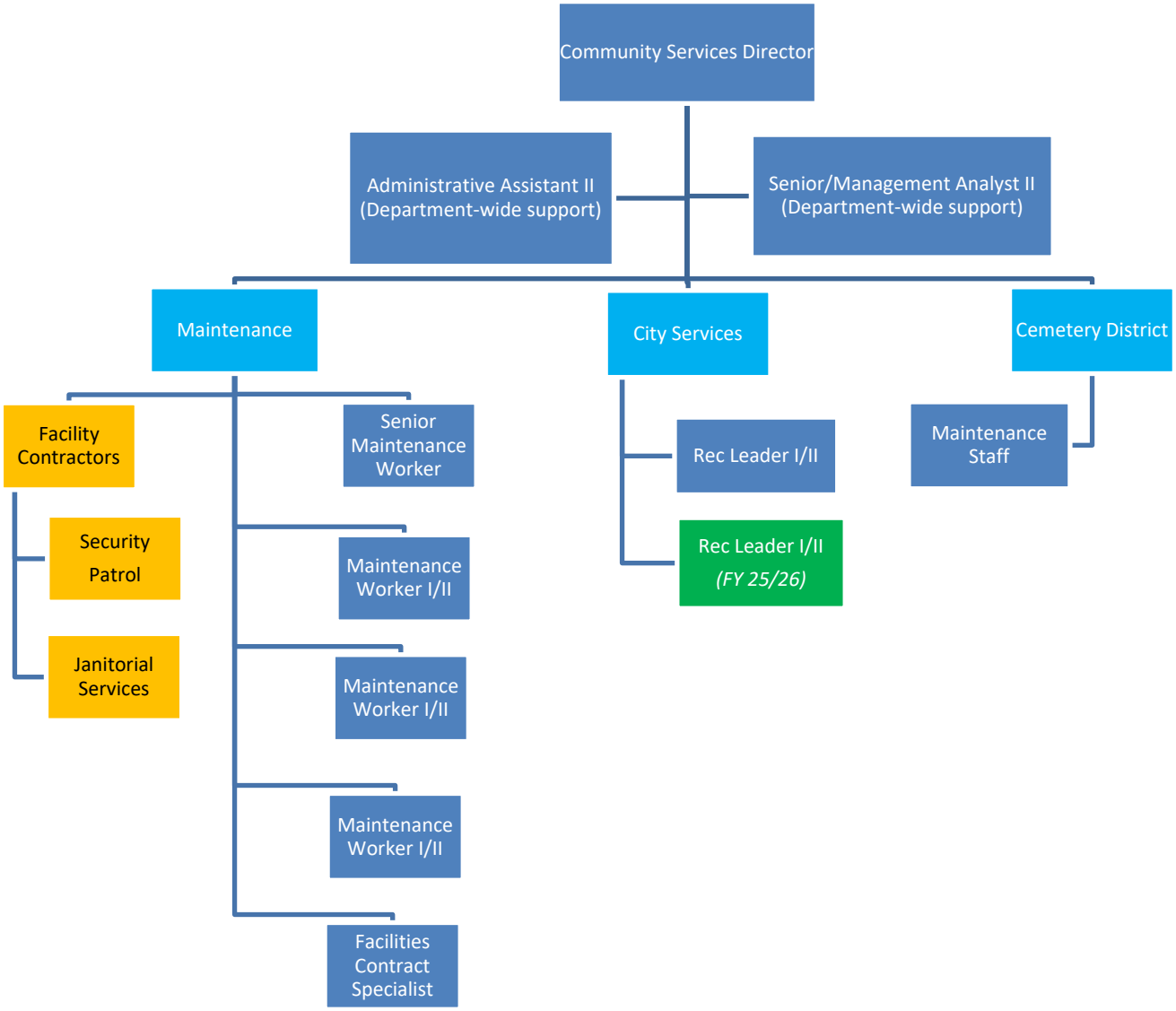
- On boarded city maintenance staff
- Implemented in-house landscape maintenance to City Parks
- Provided landscape maintenance oversight to City Maintenance District
- Consolidated maintenance services agreement for City owned Facilities
- Conducted regular maintenance to the Grand Ave multi-use trail

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Establish Public Right-of-Way Maintenance Program

- Implement in-house landscape maintenance to city maintenance districts.
- Structure citywide asset inventories for facilities amenities and city tree identification.
- Explore options for structuring a citywide maintenance division that would incorporate both Community Services and Public Works maintenance.

Community Services Department
Extended Organizational Chart



Wildomar Cemetery District

Mission:

Through compassionate care, meticulous stewardship, and a commitment to tradition, we aim to provide a dignified resting place for fostering honor, healing and community in a peaceful and safe environment.

Services:

- Pre-Need and Burial Services
- Maintenance and Groundskeeping
- Memorial Installation services.

Organization:

Cemetery District

Community Services Director

Senior/Management Analyst II

Administrative Assistant II

Senior Maintenance Worker

Maintenance Worker I/II (3)

Accomplishments (Over Last 2 years):

- Extended the timeframe for the removal of unapproved items in the flower policy to provide families with additional time to memorialize loved ones.
- Implemented cemetery user fee schedule and with yearly CPI adjustments.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Increase Park Facilities

- Complete Phase I of the Cemetery Master Plan
- Integrate website services that include online burial plot searches, pre-planning and plot reservation.
- Evaluating and implementing expanded cemetery services to enhance visitor experience and offer comprehensive memorialization options.

Administrative Services Department

Mission:

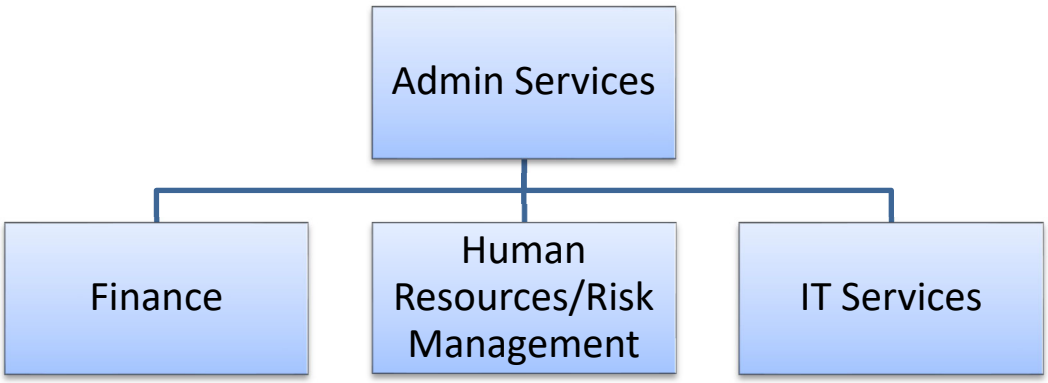
The Administrative Services Department is responsible for the preservation and support of the City's operations and its departments. This is accomplished by protecting the City's assets, maintaining fiscal integrity, and effectively managing the City's information systems. The department strives to attract, retain, and equip its divisions – Finance, Human Resources, Risk Management, and Information Technology, with qualified staff that deliver a high level of service to the citizens of Wildomar.

Services:

- Implements and maintains Financial, Human Resources & Payroll, Risk Management, and Information Technology services for the City, its departments, and the Wildomar Cemetery District.
- Leads the preparation, creation, and maintenance of the City's Biennial Budget.
- Maintains all financial records, including Revenues, Expenses, Accounts Receivable, and Accounts Payable.
- Completes the year-end financial process and works with the City's outside auditors to complete the Annual Comprehensive Financial Report and various other annual reports.
- Leads the recruitment to fill new and vacant positions in City Departments and in the Wildomar Cemetery District.
- Maintains Employee Personnel Records.
- Provides guidance to staff related to personnel matters, including benefits and other related items.
- Monitors and assesses the City's risk and liability.
- Oversees Contract IT Services.

Organization:

The Administrative Services department is composed of the following divisions:



Accomplishments (Over Last 2 Year Budget Cycle):

Risk Management Division

- Consolidated Cemetery District and City risk policies under one risk management authority, CIRA.
- Developed a Workplace Violence Prevention Plan and implemented training.
- Identified workplace safety and security points and they will be addressed in the upcoming improvements to City Hall.
- Worked with CIRA to implement insurance review and tracking software.

Finance Division

- Completed the FY 2023/24 & FY 2024/25 biennial budget.
- Completed the FY2023/24 Annual Comprehensive Financial Report in less than six months with no formal findings and achieved a $3.6 million surplus.
- Adopted a new committed fund reserve policy for the General Fund and Measure AA.
- Adopted a new purchasing policy and enrolled in the CUPCAA program.
- Implemented new finance, budgeting, and payroll financial programs.

IT Services Division

- Replaced 24 staff computers
- Completed additions to the City's Cybersecurity framework.
- Completed updating operating software on all computers and this continues to be automatically updated by Pulseway.

- Assisted with implementing new finance ERP software, new website content management platform, and Laserfische document management system.
- Provided the first Citywide training on cybersecurity as part of a new cybersecurity training schedule.

Human Resources Division

- Implemented paid parental leave in line with State disability insurance.
- Restructured cafeteria plan for IRS compliance.
- Implemented HRIS and evaluation software to automate and organize employee data and evaluations in a more efficient manner.
- Implemented Harassment, Discrimination, and Retaliation Prevention policy and provided biennial training to all employees.
- Implemented applicant tracking software to allow for a streamlined hiring process.
- Updated City of Wildomar Personnel Rules and Regulations to reflect legal updates, added callback pay, standby pay, and implemented a safety shoe reimbursement program.
- Implemented remote work policy.
- Completed compensation study for all classifications and implemented a three-phased approach to bring salaries in line with the market.
- Converted sick time and vacation time to Comprehensive Annual Leave (CAL Time) for all full-time employees.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Risk Management Division

Expand Employee Recruitment and Retention Incentives

- Create a full Safety Program, including an internal safety committee.
- Complete Workplace Safety biennial training.

Maintain City Infrastructure at a Level of Operational Readiness

- Complete insurance guide for staff when executing contracts.
- Provide training to staff on insurance review and tracking software.
- Work with Public Works to set and review routing inspections for potholes.

Finance Division

Mitigate Pension Unfunded Liabilities

- Establish an unfunded liability reserve.

Optimize Current Revenue Streams

- Create an economic development plan for City buildout.
- Revise Parks Facility user fees to better reflect the cost of service.
- Update budget policy

Enhance Policy on Committed Reserves

- Establish a public safety committed reserve to absorb sudden cost changes for Police and Fire.

IT Services Division

Maintain City Infrastructure at a Level of Operational Readiness

- Enhance the city's network stability and security. By proactively ordering both a replacement and backup firewall.
- Provide reliable backup internet connection with no outages or network disruptions.
- Update IT infrastructure to ensure reliable, secure, and efficient operations across all city services. These upgrades will include:
    - Replacing and adding supplemental network switches
    - Implementing server replacements.
    - Upgrading SQL licenses
- Adding an additional UPS (Uninterrupted Power Supply).
- Host annual in-person Cybersecurity Training for City staff to enhance Cybersecurity awareness for the purpose of safeguarding sensitive data and infrastructure.

Human Resources Division

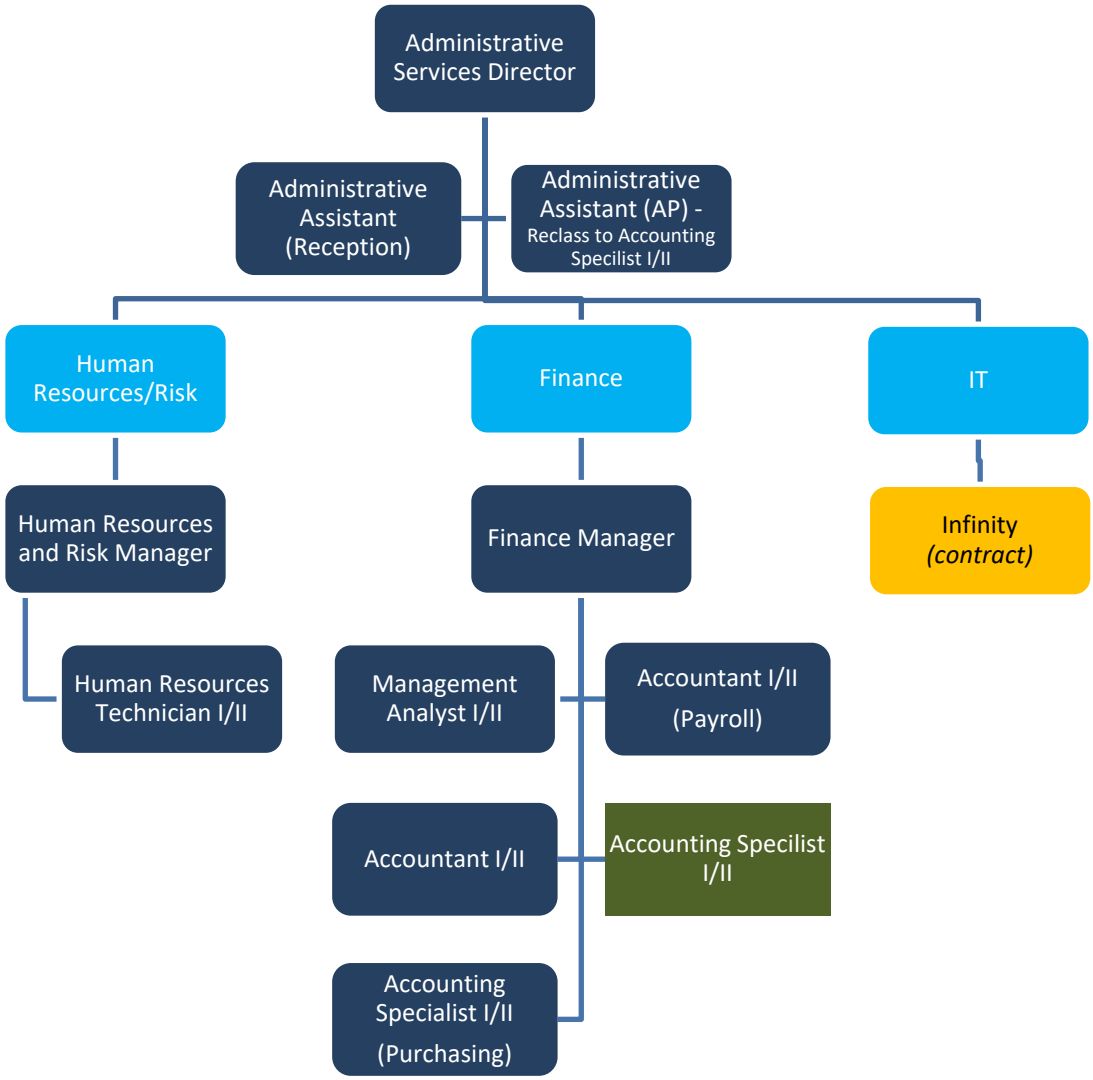
Expand Employee Recruitment and Retention Incentives

- Implement Employee Wellness Program.
- Provide biennial harassment prevention training for all staff.
- Work with directors and managers to track and implement succession planning.
- Create, implement, and train on Family Medical Leave policy, Drug-Free and Alcohol-Free Workplace policy, Standby Duty policy, Electronics Communication policy, and Lactation policy.

Maintain City Infrastructure at a Level of Operational Readiness

- Update the City's Vehicle Use policy.

Administrative Services Extended Org Chart



Legend

Light Blue = Department Divisions | Dark Blue = Staff Positions (filled) | Dark Green = Staff Positions (future) | Yellow = Contract Support Services

Community Development Department

Mission:

The mission of the Community Development Department is to plan for, maintain, and enhance the quality of life for Wildomar residents through high-quality development opportunities, strengthening of the local economy, and compliance with city codes and ordinances in pursuit of the City's Vision Statement.

Services:

- Manages the city's development review process (planning division) as the lead department in the processing of private development applications and city-initiated projects for review and consideration by the Planning Commission and City Council.
- Provides accurate land use, zoning, and building code information (building and planning divisions) to Wildomar residents, business owners, and private developers through quality customer service.
- Provides quality and timely building plan check review and building inspection services (building division) for development projects, homeowner improvements, and business/tenant improvements.
- Maintains and enhances the quality of life for residents and businesses by administering fair enforcement of city and state laws and codes through our active code enforcement program (code enforcement division.
- Oversees emergency management services and programs for the City (emergency management division).

Accomplishments (Previous Last 2 years):

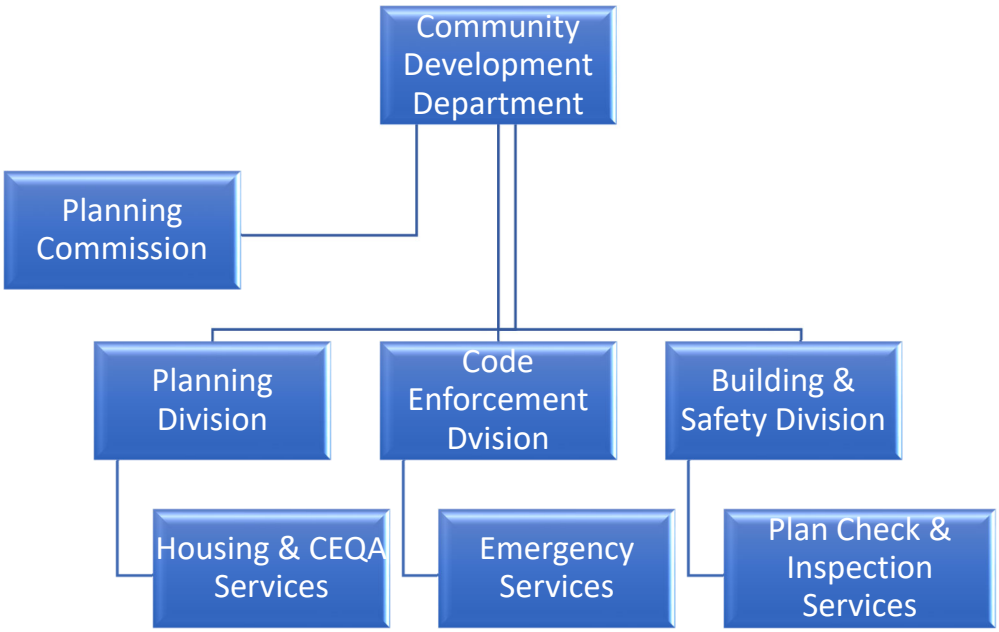
- For accomplishments of the 3 divisions, refer to the Planning, Building & Safety and Code Enforcement Narratives for individual accomplishments over the past 2-year budget cycle.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

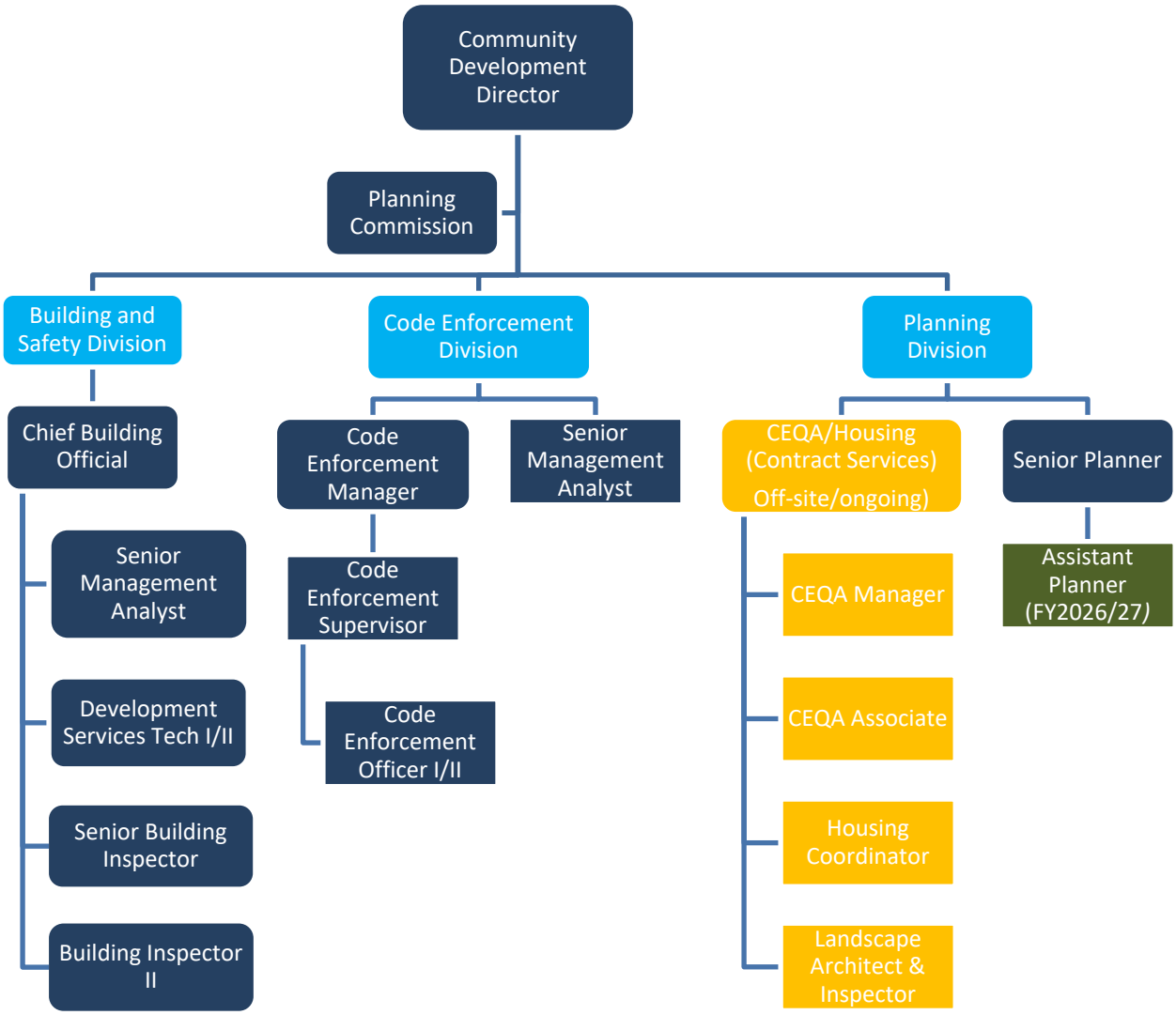
- For goals & objectives of the 3 divisions, refer to the Planning, Building & Safety, and Code Enforcement Narratives for individual goals & objectives within the next 2-year budget cycle.

Organization:

The Community Development Department is composed of the three (3) divisions as follows:



Community Development Department Extended Organization Chart



Planning Commission

Mission:

The Commission's primary mission is to review and make decisions on a variety of private land use development projects and staff originated advanced planning projects to ensure that the Council's Vision Statement is achieved.

Services:

- Reviews private land use development applications brought forward by the Planning Department in accordance with general plan and zoning laws.
- Advises the City Council on major land use development applications with legislative actions (i.e., General Plan Amendments, Zone Changes & Zoning Ordinance Amendments).
- Makes recommendations to the City Council regarding Staff-initiated land use and zoning programs and policies, including long-range planning projects.
- Holds monthly Planning Commission meetings (or as needed) to review private development projects and city-initiated advanced planning proposals.

Organization:

Planning Commission

5 Members
(Appointed by the City Council)

Accomplishments (Over Last 2 years):

- Reviewed and recommended approval of the General Plan, Consistency Zone Changes, and Wildomar Development Code updates; including 3 Commission workshops;
- Held 17 public hearings/meetings during this past 2-year budget cycle, including training sessions given by the Planning Department and City Attorney's Office.
- Reviewed 30 +/- various planning agenda items/projects resulting in the adoption of 30 +/- resolutions related to various EIRs/MNDs, general plan amendments, zone changes, tract/parcel maps, conditional use permits, plot plans, and various zoning ordinance amendments.
- Recommended approval of the following high-profile private development projects, providing increased sales tax and property tax revenues:
    - General Plan, Consistency Zone Changes, and Wildomar Development Code updates.
    - Chiquito Battery Energy Storage Facility.
    - Cake House East Retail Cannabis Project
    - Stable Lanes Retail Center
    - Comprehensive update to the City's Landscape Design Standards & Guidelines.
    - Cherry Outpost Mixed-Use Project

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

General Plan Implementation

- Hold 3 PC training sessions each year on various planning-related matters such as General Plan and Development Code implementation and CEQA environmental implementation.
- Recommend approval to the City Council of the City's 1st Industrial Design Standards and Guidelines document as part of the General Plan Implementation program.

Building and Safety Division

Mission:

The Building and Safety Division's mission is to ensure the safety and well-being of all occupants of homes and businesses within the City of Wildomar. This is accomplished through resourceful administration and timely permit processing with an emphasis on customer service and providing complete and thorough inspections of properties for adherence to the building code.

Services:

- Conducts building and fire permit processing and routing.
- Performs building code review and analysis through the plan check process.
- Provides complete and thorough building inspections with a focus on the safety of the occupants.
- Provides interpretations of the different building codes.
- Provides accurate and timely building and parcel information to residents, business owners, private developers, and the public.
- Maintains property files.

Organization:

Building and Safety Division

Chief Building Official

Senior Building Inspector

Senior Management Analyst

Building Inspector II

Development Services Technician I/II

Contract Services (Plan Check)

Accomplishments (Over Last 2 years):

The accomplishments outlined below directly achieve Council Priority #1 of "provide a healthy & safe environment" as well as "Council Priority #3 "economic growth" while upholding the Council's Vision of "being a safe and active community, responsibly grown, with quality infrastructure while keeping a hometown feel."

- Hired two (2) full-time building inspectors.
- Transitioned from contract building inspection services to in-house city staff building inspectors.
- Adopted and implemented a valuation-based (i.e., fixed fee) permitting fees.
- Completed the building permit module in CivicGov this permitting software to better serve our residents, private developers, and business owners.
- Provided training opportunities for staff to improve their ability to serve the citizens of Wildomar.
- Completed over 56,000 building inspections.
- Processed over 3,000 permit and plan check applications and issued roughly 2,500 building permits.
- Completed an RFP for plan checking and on-call building services

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Improve Fire Safety and Prevention

- Develop and implement a structure abatement program, which assists in keeping a healthy and safe environment with a focus on fire prevention.
- Complete the 2025 California Code Update, which improves building and fire safety.
- Highlight the importance of the Building & Safety department and the building code through community outreach such as presenting at the coffee with the city and making a presentation to the City Council promoting building and safety month.

Planning Division

Mission:

The Planning Division's mission is to review, process, and make recommendations to the Planning Commission and City Council on a variety of private land entitlement/development projects and staff-originated advanced planning projects with an emphasis on consistency with General Plan goals and policies and Zoning Ordinance regulations. These activities ensure that the Council's Citywide Goal of Implementing the General Plan is achieved and Council's Vision Statement of "being a safe and active community, responsibly grown, with quality infrastructure while keeping a hometown feel is achieved."

Services:

- Provides accurate and timely land use, zoning, and parcel information to Wildomar residents, business owners, private developers, and the general public.
- Manages the City's development review process as the lead department in the processing of private development applications and City-initiated special planning projects for review and consideration by the Planning Commission and City Council.
- Oversees implementation of the California Environmental Quality Act (CEQA) requirements related to public and private land development projects.
- Coordinates the functions and responsibilities of the Planning Commission and provides support to the City Clerk for planning projects requiring City Council review and approval.

Organization:

Planning Division

Community Development Director

Senior Planner

Assistant Planner

Contract Planner Services
(Various Project-Based Work)

Accomplishments (Over Last 2 years – FY 23/24 & 24/25):

- Reviewed and recommended approval of the General Plan, Consistency Zone Changes, and Wildomar Development Code updates; including 3 Commission workshops.
- Held 17 public hearings/meetings during this past 2-year budget cycle, including training sessions given by the Planning Department and City Attorney's Office.
- Reviewed 30 +/- various planning agenda items/projects resulting in the adoption of 30 +/- resolutions related to various EIRs/MNDs, general plan amendments, zone changes, tract/parcel maps, conditional use permits, plot plans, and various zoning ordinance amendments.
- Brought forward the following high-profile private development projects for review by the Planning Commission and City Council, providing increased sales tax and property tax revenues:
    - General Plan, Consistency Zone Changes, and Wildomar Development Code updates.
    - Chiquito Battery Energy Storage Facility.
    - Cake House East Retail Cannabis Project
    - Stable Lanes Retail Center
    - Comprehensive update to the City's Landscape Design Standards & Guidelines.
    - Cherry Outpost Mixed-Use Project
- The Planning Department Land Use and Zoning information counter achieved the following:
    - 1,632 +/- telephone calls/inquiries regarding zoning and land use information
    - 1,644 emails/inquiries regarding zoning and land use information
    - 437 separate land use/zoning counter visits.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

General Plan Implementation:

- Prepare the City's 1st Industrial Design Standards and Guidelines document.
- Completion and recommendation to Planning Commission and City Council on the proposed "Wildomar Meadows" 750-acre Specific Plan project (Farm Specific Plan Amendment #5).
- Completion and recommendation to Planning Commission and City Council on the proposed "Bluffs at Hidden Springs Specific Plan/Mixed Use project" (160-acre Oxman property).

Code Enforcement Division

Mission:

The mission of the Code Enforcement Division is the detection, investigation, prevention, and unbiased enforcement of violations of statutes or ordinances in the community. This enhances public health, safety and welfare, business activities, consumer protection, building standards, land use, and municipal affairs. These efforts promote the City Council's Vision of a "Safe and Active Community" by creating an attractive place for those who live, visit, and work in the community.

Services:

- Identifies Health and safety violations.
- Conducts enforcement to educate violators.
- Enforces vehicle code violations on public and private property.
- Identifies and secures abandoned properties.
- Detects homeless encampments and provides outreach services.
- Coordinates with other agencies to resolve issues.
- Identifies and communicates with property owners about concerns.
- Educates and obtains 602 letters from property owners to assist law enforcement.
- Provides mandatory monthly inspection of marijuana dispensaries.
- Participate in the Abandoned vehicle abatement program.
- Review business registration applications.

Organization:

Code Enforcement Division

Code Enforcement Manager

Code Enforcement Supervisor

Senior Management Analyst

Code Enforcement Officer I/II

Accomplishments (Over the Last Two years):

- Presented a parking enforcement program to the City council. The program encompasses various elements, including collaboration with the Riverside County Sherriff Department Records Division, obtaining a contract with a towing service, and ensuring that we have the necessary citation machines. Awaiting authorization to implement the program.
- Joined the Riverside County Vehicle Abatement Program (AVA).
- Completed the SB296 safety standard policy.
- Collaborated with the City of Murrieta, City Net, and Project Touch to develop a Memorandum of Understanding (MOU) aimed at eliminating homelessness in Wildomar by providing outreach services and shelter facilities.
- The department now plays a major role in business registration.
- Developed a collaborative relationship with the city attorney's office to handle our receiverships and criminal complaints, holding monthly meetings to give essential updates for case management.
- The Code Enforcement Division management has taken on the responsibilities of the Office of Emergency Management. They are currently developing a comprehensive budget to ensure the necessary resources are in place to run a fully effective emergency management program.

Short-Term Goals & Objectives (Within Next Two-Year Budget Cycle):

Improve Traffic Safety

- Enforce traffic safety laws by addressing illegal parking or high-traffic areas to ensure pedestrian and driver safety by implementing a parking enforcement program.

Expand Homeless Outreach Services

- Implement an after-hours program to ensure assistance is available beyond regular hours to enhance support for homeless outreach services.

Increase Community Engagement Opportunities

- Provide a one-minute educational video regarding the highest code complaints. This will promote education for our residents about unpermitted signage and parking regulations.

Office of Emergency Management

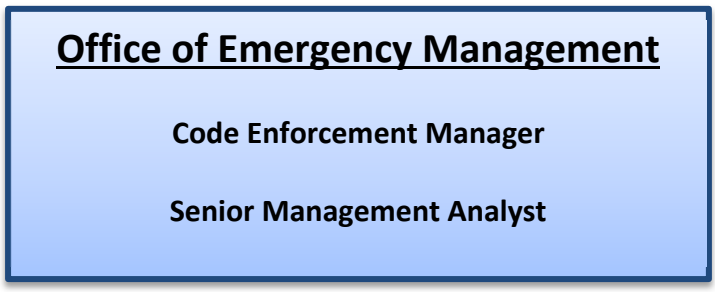
Mission:

The City of Wildomar Emergency Services Department strives to promote a resilient City with the capabilities required as a community, to protect against, mitigate, respond to, and recover from threats and hazards.

Services:

- Conducts Inhouse training (FEMA, CAL OES, CPR, Active Shooter).
- Responds to complex natural and man-made disasters.
- Develops plans and procedures to respond to and recover from disasters (LHMP, EOP).
- Develops and provides preparedness materials and presentations to the public and business communities.
- Coordinates with multiple agencies like Federal, State, Local Government, District, and regional entities.
- Conducts CERT training program for the public.
- Manages and works with contract service E.M.D provider.

Organization:



Accomplishments (Over Last 2 years):

- Completed the local hazardous mitigation plan (LHMP) which was approved by Cal OES, FEMA and adopted by City Council.
- Conducted the first EOC email activation drill, which effectively identified departmental areas needing improvement and readiness enhancements.
- Joined the Special District Emergency Managers group, which includes representatives from Lake Elsinore, Murrieta, Temecula, Menifee, the Water District, CalOES, and LEUSD. These meetings provide insights and enhance collaboration for the city's Office of Emergency Management.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Increase Community Engagement Opportunities

- Partner with Wildomar and Murrieta Chamber of Commerce to host one meeting to teach small businesses how to create emergency action plans, secure facilities, and manage resources during crises.
- Host one Listos training in English and Spanish to provide emergency services education to the community to ensure preparedness in the event of a disaster.

Maintain City Infrastructure at a Level of Operational Readiness

- Evacuation Route Mapping – Collaborate with Public Works to identify and clearly mark designated evacuation routes in high fire zones.

Public Works Department

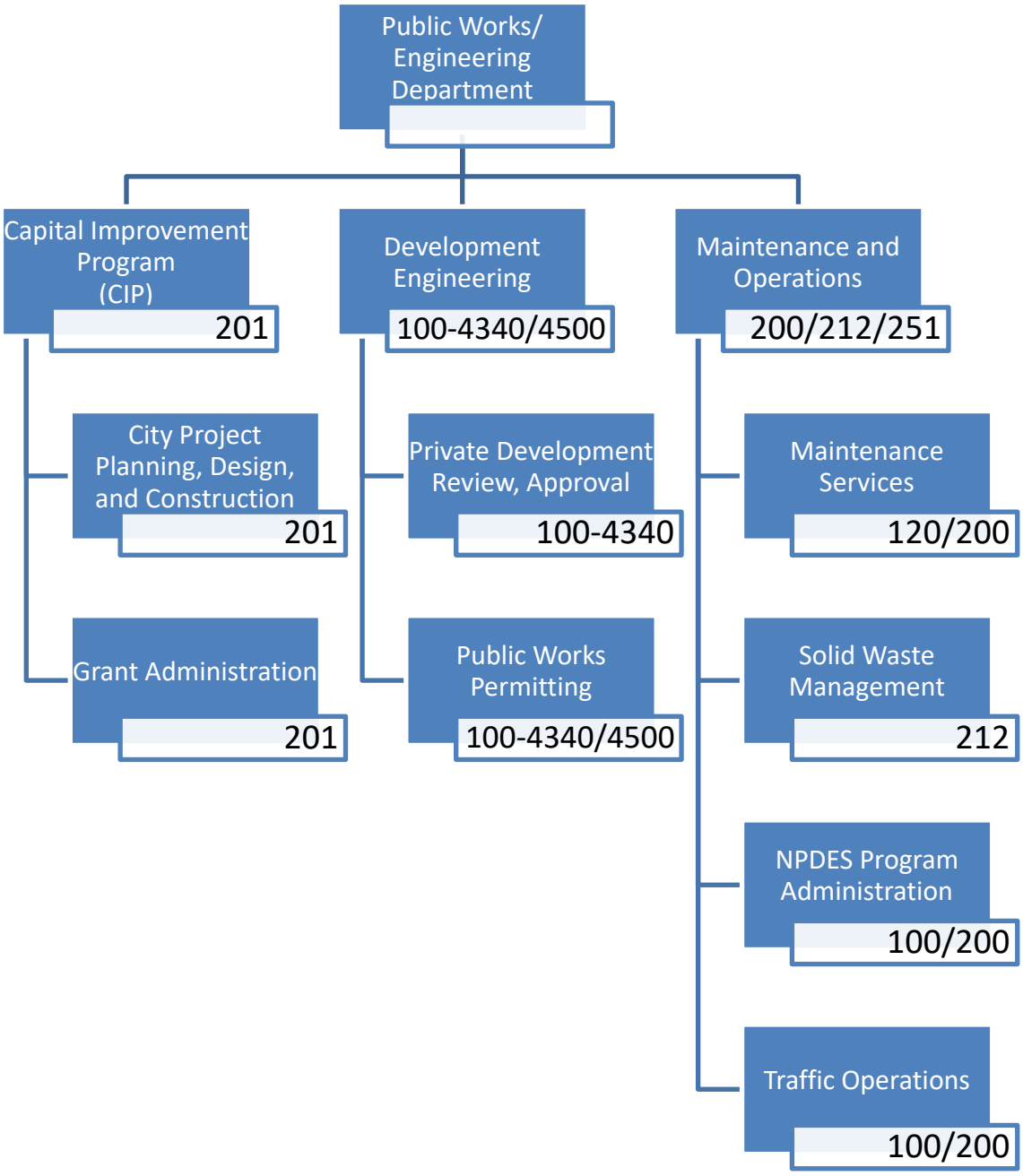
Mission:

The Public Works Department's mission is to provide the services necessary for safe infrastructure, accessible mobility, and quality of life through the planning, development, operation, and maintenance of the City's public infrastructure.

Services:

- Capital Improvement Program
    - Planning, Development, Design, and Construction of new City infrastructure.
    - Preparation of Grant Applications for additional funding for City projects.
- Development Engineering
    - Review, Approval, and Oversight of Private Development Projects to ensure that projects and the infrastructure they build, including public infrastructure, are in conformance with the City's Circulation Element, Master Drainage Plan, Road Standards, Traffic Standards, Grading Standards, Stormwater Standards, and other applicable guidelines and standards.
    - Permitting of work within City right-of-way (utilities, residential driveways, development projects, etc…)
- Maintenance and Operations
    - Roadway Maintenance
    - Streetlight Maintenance
    - Drainage Maintenance
    - Street Sweeping
    - Landscape Maintenance (in coordination with the Community Services Department)
    - General Right-of-Way Maintenance
    - Traffic Operations
        - Traffic Signals
        - Traffic Signing and Striping
        - Traffic Management
    - Solid Waste Management Franchise Agreement Oversight.
    - National Pollutant Discharge Elimination System (NPDES) Program Management

Organization:



<u>Accomplishments (Over Last 2 Year Budget Cycle):</u>

General

- Hired individuals for full-time positions, continuing the transition from contract services to City employees:
    - Development Services Technician
    - Administrative Assistant
    - Field Supervisor
    - Maintenance Workers (expected completion by end of FY 24/25)

Capital Improvement Program Division

- Design Completion:
    - CIP 025-1 – Clinton Keith Rd. Widening Project (expected completion by end of FY 24/25)
    - CIP 026-2 – Bundy Canyon Rd. Improvement Project, Segment 2 (expected completion by end of FY 24/25)
    - CIP 028-2/067-1 – Palomar St. Widening/Cemetery Improvements
    - CIP 063 – Lateral C Basin and Storm Drain
        - Riverside County Flood Control led the project with City cooperation.
    - CIP 067-1 – 27-Acre Park (Phase 1) (expected completion by end of FY 24/25)
    - CIP 088 – Bundy Canyon Rd./Harvest Way (west) Traffic Signal
    - CIP 089 – Traffic Signal Retrofits and Upgrades
- Construction Completion:
    - CIP 057-2/058-2 - Annual Pavement Rehab and Slurry Seal Project
        - *Note: This was the City's largest annual rehab/slurry seal project to date.*
    - CIP 026-1 – Bundy Canyon Rd. Improvement Project, Segment 1
- Contracts Awarded:
    - Design:
        - CIP 050-1 - Pavement Management Program Report
        - CIP 070/074 – Bundy Canyon Rd. and Wildomar Trail Interchange Improvements
            - Project Management contract with RCTC
            - Design contract through RCTC with HDR
    - Construction:
        - CIP 028-2/067-1 – Palomar St. Widening/Cemetery Improvements
- Grant Funding:
    - Awarded:
        - 27-Acre Park - $2,837,500
        - CalRecycle Rubberized Pavement - $250,000
        - CalRecycle SB 1383 Local Assistance Grant Program - $102,186
    - Pending Results:
        - Highway Safety Improvement Program (HSIP) - $1,048,920

Development Engineering

- Construction Completion/Project Acceptance:
    - Baxter Village/Kaiser Permanente - Wildomar Trail Improvements
    - TR 32206 (Richmond American Homes) – Palomar St. Improvements
- Completed implementation of new Enterprise Resource Program (ERP) - CivicGov (expected completion by end of FY 24/25)

Maintenance

- Citywide Traffic Signal Street Name Sign Retrofit Completed
- Traffic Calming Improvements on Waite St.
- Citywide striping and signing modifications/improvements at schools
- Stop Sign installations in various locations including Grand Ave./Gruwell St. and Prielipp Rd./Elizabeth Ln.

Short-Term Objectives: (Within Next 2 Year Budget Cycle):

Capital Improvement Program

Improve Traffic Safety

- Complete Construction:
  - CIP 088: Bundy Canyon Rd./Harvest Way (west) Traffic Signal
  - CIP 089: Traffic Signal Retrofits/Upgrades
  - CIP 103: Wildomar Trail Interchange Restriping
- Complete Design:
  - CIP 096: Sedco Blvd. Improvements

Complete Road Widening Projects

- Construction:
  - CIP 025-1: Clinton Keith Rd. Widening (Hidden Springs Rd. to Copper Craft Dr.)
  - CIP 026-2: Bundy Canyon Rd. Improvement Project (Segment 2)
    - Project complexity may extend construction duration beyond this two-year budget cycle.
  - CIP 028-2: Palomar St. Widening (Phase 2)

Enhance Pavement Management Program

- CIP 050-1: Pavement Management Program Report (Adopt Report)

Increase Park Facilities

- CIP 062-1: 27-Acre Park (Phase 1)
- CIP 099: 20-Acre Park (Initial Opening to the Public)

Development Engineering

General Plan Implementation

- Develop and adopt City-specific Engineering Standards, Guidelines, and a Land Development Manual for staff and developers to use through the land development process.

Maintenance and Operations

Improve Traffic Safety

- Continue implementing recommendations identified in the Local Roadway Safety Plan, as appropriate.
- Install battery backup systems and yellow reflective signal-head backplates at all traffic signals.

Enhance Pavement Management Program

- Establish a Crack-Fill and Patching Program to support and augment the Annual Roadway Rehabilitation and Slurry Seal Program.

Expand Street Sweeping Program

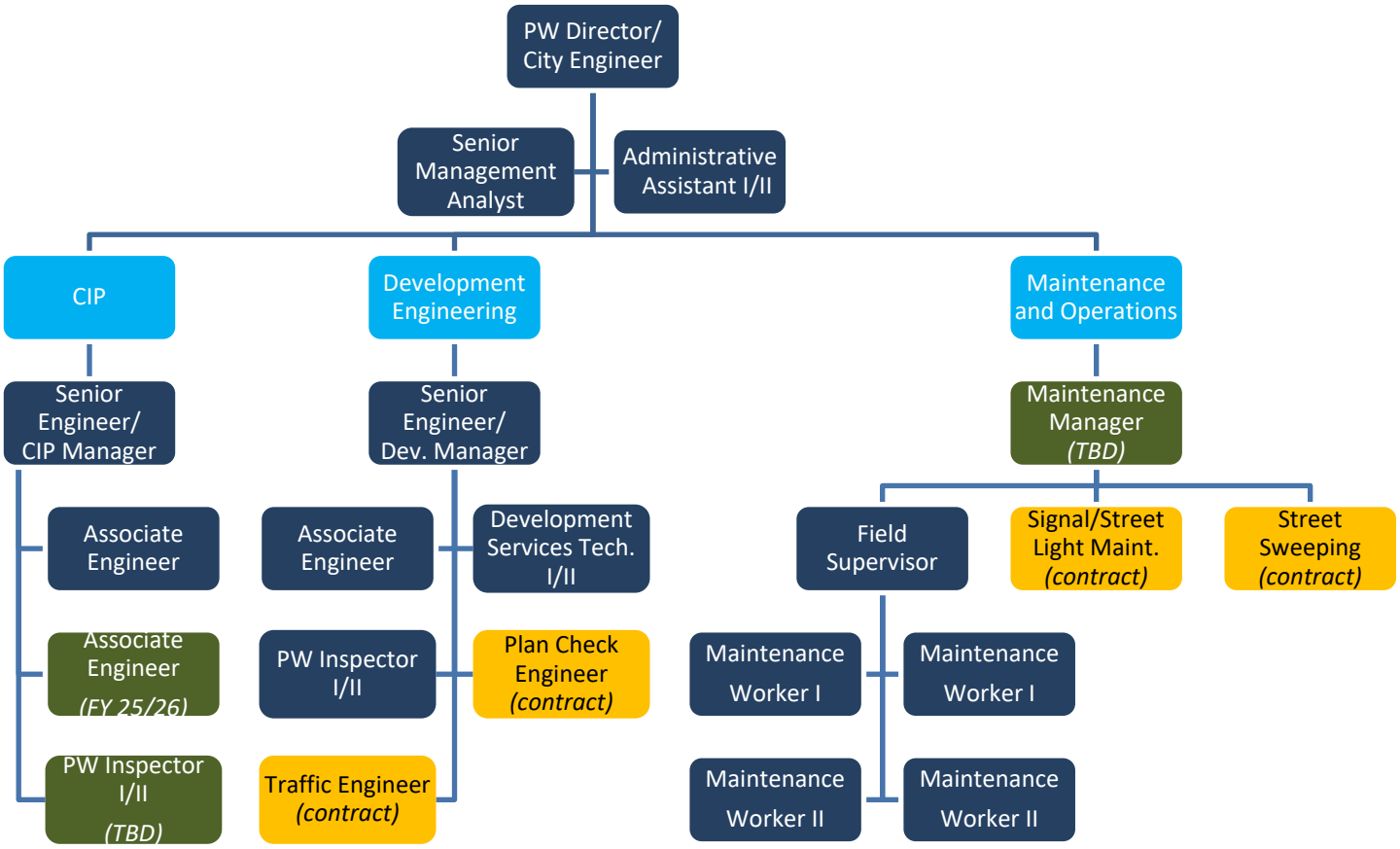
- Complete evaluations of Citywide street sweeping and present findings and recommendations to City Council for direction.

Establish Public Right-of-Way Maintenance Program

- Complete transition from contract maintenance services to City-employee services. This includes establishing a field operations center for maintenance and fleet vehicle management and establishing a Citywide Maintenance Program to systematically address various maintenance needs.
- Explore options for structuring a Citywide maintenance division that would incorporate both Public Works and Community Services maintenance.
- Implement a new online public reporting tool and a new work order tool to track, respond, and manage service requests.

Public Works Department

Extended Organizational Chart



Legend

Light Blue = Department Divisions | Dark Blue = Staff Positions (filled) | Dark Green = Staff Positions (future) | Yellow = Contract Support Services

Police

Mission:

The mission of the Wildomar Police Department is to improve the quality of life for the community and attract new residents to make the City of Wildomar their home. Our commitment is to provide our community with a safe environment through the relentless pursuit of criminal offenders, suppressing and deterring would-be criminal offenders, providing traffic enforcement and education for safer streets, and improving community relations by building and fostering relationships. We will continue to build trust by maintaining transparency and holding criminal offenders and our peace officers accountable.

Services:

- Provides 24/7 sheriff services to handle calls for service from the public.
- Conducts Traffic Enforcement/Education and Accident Investigation.
- Performs investigator-led major criminal investigations.
- Responds to quality-of-life issues through the Special Enforcement Team.
- Actively engages with the public through Community policing.
- Collaborates with City departments to reduce crime, reduce homelessness, and improve quality of life.

Organization:

Accomplishments (Over Last 2 years):

- Expanded the use of the Special Enforcement Team to focus on problem-solving and long-term solutions to community issues.
- Worked with public works and the traffic engineer to create and implement solutions to traffic problems
- Continued to expand our homeless outreach program.
- Maintained a flourishing social media account to better connect with the community.
- Established a growing volunteer program, with volunteers serving in the station and in our local communities.
- Decreased priority 1 through 4 crimes by an average of 27%.
- Implemented alternative crime reporting options, such as online reporting and text messaging.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Improve Traffic Safety

- Apply for Office of Traffic Safety Grant to increase traffic safety.
- Add an additional Motor Deputy to increase traffic enforcement.

Increase Community Engagement Opportunities

- Expand the Crime Free Multi-Housing program to focus on areas with the greatest need.
- Continue to collaborate with the city of Wildomar's community services team and participate in at least 10 community events a year.
- Build upon the volunteer program by and deploy at least one Citizen on Patrol team per month.

Fire Services

Mission:

The Riverside County Fire Department is committed to exemplary customer service and will be a leader in fire protection and emergency services through continuous improvement, innovation, and the most efficient and responsible use of resources.

- Conducts Fire Suppression activities.
- Provides emergency Medical Services and Support.
- Responds to rescue and Hazardous Materials emergencies.
- Conducts Community outreach programs throughout the year such as:
    - Fireplace and Heating Safety Awareness
    - Wildfire Mitigation Planning
    - Change Your Clock, Change Your smoke detector battery (Daylight Saving Time)
    - Wildfire Preparedness Month
    - National Safety Month
    - Fourth of July Fireworks Safety
    - Community Wildfire Defense Campaigns
    - Holiday Fire Safety
    - Exit Drills in the Home (EDITH)
    - Breakfast with Santa
    - Shop with a Firefighter

Organization:

Fire Services

Contract Services (CalFire/Riverside County Fire Department)

Accomplishments (Over Last 2 Year Budget Cycle):

- Responded to over 3200 calls for service per year.
  - Call volume for 2024 SQ61 – 1,110
  - Call volume for 2024 E61 - 2,063
- Averaged a 4.5-minute response time to emergency calls for service from Engine and Medic Squad 61.
- Completed all state-mandated Fire and Life safety inspections (AB1205).

Our Command Center (ECC) achieved accreditation status

- 340th in the country
- 1st in California
- With this achievement our Emergency Dispatchers will continue to provide critical Pre-Hospital instructions to callers, such as CPR and bleeding control guidance, enabling life safety interventions by citizens before first responders arrive. The accreditation also paves the way for potential future integration of the Emergency Communication Nurse System, which would allow registered nurses to triage low-acuity calls and ensure patients receive the most appropriate level of care.

New Hire of Personnel

- Division Chief 3105 Dustin Reed was hired as the new Fire Chief of The City of Wildomar on November 1st, 2024
- Battalion Chief Cody Wright transferred to Wildomar as the new Battalion Chief 3112 on July 7th, 2024.
- Paul Leach was promoted to Supervising Fire Marshal for the City of Wildomar.

Wildomar Front Country Fuel Break

- Crews completed the Wildomar portion of the Lake Elsinore Fuel break, constructing miles of fuel breaks to protect the City of Wildomar in the event of any wildland fire coming down the hill from the Ortega highway.

Airport Fire

- In response to the Airport Fire which threatened the City of Wildomar and Lake Elsinore, CAL FIRE and Riverside County Fire deployed an unprecedented surge of over 60 fire engines within a 24-hour period to protect lives, property, and critical infrastructure. The operation is now being studied by fire departments and emergency management agencies as a model for future large-scale response efforts.

Short-Term Goals & Objectives (Within Next 2-Year Budget Cycle):

Improve Fire Safety and Prevention

- Maintain an average emergency response time of 5 minutes or less.
- Re-establish efforts to initiate a Fire Wise community within the City of Wildomar by presenting the requirements to the community and City Council.
- Implement an annual Business Inspection program to preserve economic opportunities and health/safety of city businesses.
- Conduct a minimum of 1,200 weed abatement inspections per year.

Increase Community Engagement Opportunities

- Increase community education and engagement by holding/ attending 10 outreach events per year

Citywide Priorities, Citywide Goals, and Department Goals
For FY 2025/2026 - 2026/2027 Biennial Budget Cycle

Citywide Goal	Department Goal	Department/ Division
	Citywide Priority 1: Provide Healthy & Safe Environment	
Improve Traffic Safety	• Enforce traffic safety laws by addressing illegal parking or high-traffic areas to ensure pedestrian and driver safety by implementing a parking enforcement program.	Code Enforcement
	• Apply for Office of Traffic Safety Grant to increase traffic safety.	Police Department
	• Add an additional Motor Deputy to increase traffic enforcement.	Police Department
	• Complete Construction: ○ CIP 088: Bundy Canyon Rd./Harvest Way (west) Traffic Signal ○ CIP 089: Traffic Signal Retrofits/Upgrades ○ CIP 103: Wildomar Trail Interchange Restriping	CIP (Public Works)
	• Complete Design: CIP 096: Sedco Blvd. Improvements	CIP (Public Works)
	• Continue implementing recommendations identified in the Local Roadway Safety Plan, as appropriate.	Maintenance and Operations (Public Works)
	• Install battery backup systems and yellow reflective signal-head backplates at all traffic signals.	Maintenance and Operations (Public Works)
Improve Fire Safety & Prevention	• Maintain an average emergency response time of 5 minutes or less.	Fire Department
	• Re-establish efforts to initiate a Fire Wise community within the City of Wildomar by presenting the requirements to the community and City Council.	Fire Department
	• Implement an annual Business Inspection program to preserve economic opportunities and health/safety of city businesses.	Fire Department
	• Conduct a minimum of 1,200 weed abatement inspections per year.	Fire Department
	• Develop and implement a structure abatement program, which assists in keeping a healthy and safe environment with a focus on fire prevention.	Building and Safety Division
	• Complete the 2025 California Code Update, which improves building and fire safety.	Building and Safety Division
	• Highlight the importance of the Building & Safety department and the building code through community outreach such as presenting at the coffee with the city and making a presentation to the City Council promoting building and safety month.	Building and Safety Division
Maintain City Infrastructure at a Level of Operational Readiness	• Complete insurance guide for staff when executing contracts.	Risk Management Division
	• Provide training to staff on insurance review and tracking software.	Risk Management Division
	• Work with Public Works to set and review routing inspections for potholes.	Risk Management Division
	• Enhance the city's network stability and security. By proactively ordering both a replacement and backup firewall.	IT Services Division
	• Provide reliable backup internet connection with no outages or network disruptions.	IT Services Division
	• Update IT infrastructure to ensure reliable, secure, and efficient operations across all city services. These upgrades will include: ○ Replacing and adding supplemental network switches ○ Implementing server replacements. ○ Upgrading SQL licenses	IT Services Division
	• Adding an additional UPS (Uninterrupted Power Supply).	IT Services Division

Citywide Priorities, Citywide Goals, and Department Goals
For FY 2025/2026 - 2026/2027 Biennial Budget Cycle

Citywide Goal	Department Goal	Department/ Division
	• Host annual in-person Cybersecurity Training for City staff to enhance Cybersecurity awareness for the purpose of safeguarding sensitive data and infrastructure.	IT Services Division
	• Update the City's Vehicle Use policy.	Human Resources Division
	• Improve operational efficiencies and effectiveness with customer-centric service.	City Council
	• Develop a sustainable organizational structure.	City Council
	• Evacuation Route Mapping – Collaborate with Public Works to identify and clearly mark designated evacuation routes in high fire zones.	Office of Emergency Management
	Citywide Priority 2: Responsible Growth and Development	
General Plan Implementation	• Prepare the City's 1st Industrial Design Standards and Guidelines document.	Planning Department
	• Completion and recommendation to Planning Commission and City Council on the proposed "Wildomar Meadows" 750-acre Specific Plan project (Farm Specific Plan Amendment #5).	Planning Department
	• Completion and recommendation to Planning Commission and City Council on the proposed "Bluffs at Hidden Springs Specific Plan/Mixed Use project" (160-acre Oxman property).	Planning Department
	• Implement actions identified in General Plan Update.	City Council
	• Hold 3 PC training sessions each year on various planning-related matters such as General Plan and Development Code implementation and CEQA environmental implementation.	Planning Commission
	• Recommend approval to the City Council of the City's 1st Industrial Design Standards and Guidelines document as part of the General Plan Implementation program.	Planning Commission
	• Develop and adopt City-specific Engineering Standards, Guidelines, and a Land Development Manual for staff and developers to use through the land development process.	Development Engineering (Public Works)
	• Assist with the legal enforcement of the updated general plan.	City Attorney
	Citywide Priority 3: Economic Health	
Optimize Current Revenue Streams	• Create an economic development plan for City buildout.	Finance Division
	• Revise Parks Facility user fees to better reflect the cost of service.	Finance Division
	• Update budget policy	Finance Division
	• Increase the City of Wildomar's sales tax revenues by: ○ Adding and encouraging higher-paying jobs and entertainment ○ Meeting with industrial and office space developers ○ Hold 22 Commercial Real Estate (CRE) Meetups ○ Targeting industrial and office space developers at annual Trade Shows	Economic Development
	• Encourage business retention by increasing the department's attendance at Business Events and Workshops.	Economic Development
	• Increase public/ business engagement by adding How-To videos for city services.	Economic Development
Mitigate Pension Unfunded Liabilities	• Establish an unfunded liability reserve.	Finance Division

Citywide Priorities, Citywide Goals, and Department Goals
For FY 2025/2026 - 2026/2027 Biennial Budget Cycle

Citywide Goal	Department Goal	Department/ Division
Enhance Policy on Committed Reserves	• Establish a public safety committed reserve to absorb sudden cost changes for Police and Fire.	Finance Division
	• Improve Long-Term Fiscal Health by maintaining compliance with committed reserve policies over the budget cycle.	City Council
	• Improve long-term fiscal stability by maintaining committed reserves over the 5-year forecast.	City Manager
Expand Employee Recruitment and Retention Incentives	• Implement Employee Wellness Program.	Human Resources Division
	• Provide biennial harassment prevention training for all staff.	Human Resources Division
	• Work with directors and managers to track and implement succession planning.	Human Resources Division
	• Create, implement, and train on Family Medical Leave policy, Drug-Free and Alcohol-Free Workplace policy, Standby Duty policy, Electronics Communication policy, and Lactation policy.	Human Resources Division
	• Create a full Safety Program, including an internal Safety committee.	Risk Management Division
	• Complete Workplace Safety biennial training.	Risk Management Division
	• Develop strong sustainable management organization and enhance staff training, procedures, and practices.	City Manager
	• Develop internal operating manuals by department for division processes and procedures.	City Manager
	City Priority 4: Road Infrastructure	
Complete Road Widening Projects	• Construction: ○ CIP 025-1: Clinton Keith Rd. Widening (Hidden Springs Rd. to Copper Craft Dr.) ○ CIP 026-2: Bundy Canyon Rd. Improvement Project (Segment 2) Project complexity may extend construction duration beyond 2 year budget cycle. ○ CIP 028-2: Palomar St. Widening (Phase 2)	CIP (Public Works)
	• Assist with the acquisition of right-of-way for the major road widening projects.	City Attorney
Enhance Pavement Management Program	• CIP 050-1: Pavement Management Program Report (Adopt Report)	CIP (Public Works)
	• Establish a Crack-Fill and Patching Program to support and augment the Annual Roadway Rehabilitation and Slurry Seal Program.	Maintenance and Operations (Public Works)
	• Continue to increase average annual funding for street improvements and pavement maintenance.	City Council
	• Site and Establish a Corporation Yard/Field Operations Center.	City Manager
Expand Street Sweeping Program	• Complete evaluations of Citywide street sweeping and present findings and recommendations to City Council for direction.	Maintenance and Operations (Public Works)
	City Priority 5: Community Services	
Increase Park Facilities	• CIP 062-1: 27-Acre Park (Phase 1)	CIP (Public Works)
	• CIP 099: 20-Acre Park (Initial Opening to the Public)	CIP (Public Works)
	• Complete Phase I of the Cemetery Master Plan	Cemetery District
	• Integrate website services that include online burial plot searches, pre-planning and plot reservation.	Cemetery District

Citywide Priorities, Citywide Goals, and Department Goals
For FY 2025/2026 - 2026/2027 Biennial Budget Cycle

Citywide Goal	Department Goal	Department/ Division
	• Evaluating and implementing expanded cemetery services to enhance visitor experience and offer comprehensive memorialization options.	Cemetery District
	• Open a new park facility.	City Council
	• Implement recreation software for park amenities and facility rentals.	City Services Division (Community Services)
	• Provide recreational activities for community utilizing City and neighboring facilities.	City Services Division (Community Services)
Increase Community Engagement Opportunities	• Provide a one-minute educational video regarding the highest code complaints. This will promote education for our residents about unpermitted signage and parking regulations.	Code Enforcement
	• Incorporate City-sponsored sport leagues into field usage allocations.	City Services Division (Community Services)
	• Schedule regular community outreach and educational events encouraging public safety and wellness.	City Services Division (Community Services)
	• Increase community education and engagement by holding/ attending 10 outreach events per year	Fire Department
	• Partner with Wildomar and Murrieta Chamber of Commerce to host one meeting to teach small businesses how to create emergency action plans, secure facilities, and manage resources during crises.	Office of Emergency Management
	• Host one Listos training in English and Spanish to provide emergency services education to the community to ensure preparedness in the event of a disaster.	Office of Emergency Management
	• Expand the Crime Free Multi-Housing program to focus on areas with the greatest need.	Police Department
	• Continue to collaborate with the city of Wildomar's community services team and participate in at least 10 community events a year.	Police Department
	• Build upon the volunteer program by and deploy at least one Citizen on Patrol team per month.	Police Department
	• Automate the public meeting process by upgrading the City Council Chambers technology with a voting module.	City Clerk Department
	• Increase public access to records using the City's current Electronic Document Management System.	City Clerk Department
	• Implement a public records module that integrates with the City's Electronic Document Management System to increase response time and efficiency in fulfilling public records requests.	City Clerk Department
	• Effectively manage the City's email storage and process through an email automation system.	City Clerk Department
Establish Public Right-of-Way Maintenance Program	• Complete transition from contract maintenance services to City-employee services. This includes establishing a field operations center for maintenance and fleet vehicle management and establishing a Citywide Maintenance Program to systematically address various maintenance needs.	Maintenance and Operations (Public Works)
	• Explore options for structuring a Citywide maintenance division that would incorporate both Public Works and Community Services maintenance.	Maintenance and Operations (Public Works)

Citywide Priorities, Citywide Goals, and Department Goals
For FY 2025/2026 - 2026/2027 Biennial Budget Cycle

Citywide Goal	Department Goal	Department/ Division
	• Implement a new online public reporting tool and a new work order tool to track, respond, and manage service requests.	Maintenance and Operations (Public Works)
	• Implement in-house landscape maintenance to city maintenance districts.	Maintenance Division (Community Services)
	• Structure citywide asset inventories for facilities amenities and city tree identification.	Maintenance Division (Community Services)
	• Explore options for structuring a citywide maintenance division that would incorporate both Community Services and Public Works maintenance.	Maintenance Division (Community Services)
	• Assist with the legal aspects of acquiring a property for a field operations center.	City Attorney
Expand Homeless Support Services	• Implement an after-hours program to ensure assistance is available beyond regular hours to enhance support for homeless outreach services.	Code Enforcement

CITY OF WILDOMAR

FY2025/26 & FY2026/27 BIENNIAL BUDGET

CITY GOALS & PRIORITIES WORKSHOP

ADAM JANTZ – FINANCE MANAGER

FEBRUARY 12TH, 2025

CITY PRIORITIES

- Provide Healthy & Safe Environment
- Responsible Growth and Development
- Economic Health
- Road Infrastructure
- Community Services

PROPOSED FY2026 & FY2027 GOALS

IMPROVE TRAFFIC SAFETY

- Implementing a Parking Enforcement Program
- Apply for OTS Grant
- Add another Motor Officer
- Add Bundy/Harvest Signal, Traffic Signal Retrofits
- Wildomar Trail Interchange Restriping
- Sedco Blvd Improvements
- Implementation of the LRSP
- Install battery Backup Systems for Signals

PROPOSED FY2026 & FY2027 GOALS

IMPROVE FIRE SAFETY & PREVENTION

- Maintain Response Time of 5 Minutes or Less
- Initiate a Fire Wise Community
- Implement a Business Inspection Program
- Conduct Minimum 1,200 Weed Abatement Inspections per Year
- Develop Structure Abatement Program
- Complete the 2025 Building Code Update
- Increase Community Outreach by Building to Improve Promote Safety

PROPOSED FY2026 & FY2027 GOALS

MAINTAIN CITY INFRASTRUCTURE AT A LEVEL OF OPERATIONAL READINESS

- Complete Insurance Guide for Staff When Executing Contracts
- Provide Training to Staff on Insurance Review & Tracking Software
- Set Route Reviews for Potholes
- Replace and Add Backup Firewall
- Implement Backup Internet Connection at City Hall
- Update IT Infrastructure
- Add More Uninterrupted Power Supplies
- Host Cybersecurity Training
- Evacuation Route Mapping
- Update Vehicle Use Policy

PROPOSED FY2026 & FY2027 GOALS

GENERAL PLAN IMPLEMENTATION

- Prepare Industrial Design Standards Document
- Completion of Wildomar Meadows Project
- Completion of The Bluffs at Hidden Springs Project
- Develop City Engineering Standards Document
- Hold 3 Planning Commission Training Per Year

PROPOSED FY2026 & FY2027 GOALS

OPTIMIZE CURRENT REVENUE STREAMS

- Create Economic Development Plan for City Buildout
- Update Parks and Rec User Fees
- Update Budget Policy
- Explore Ways to Increase Wildomar's Sales Tax Revenue
- Increase the Amount of Business Engagement and How-to Videos for City Services
- Increased City Attendance at Business Events & Workshops

PROPOSED FY2026 & FY2027 GOALS

UNFUNDED LIABILITIES & RESERVES

- Establish an Unfunded Liability Reserve
- Establish a Public Safety Reserve
- Maintain Reserves Over 5-Year Forecast

PROPOSED FY2026 & FY2027 GOALS

EXPAND EMPLOYEE RECRUITMENT & RETENTION INCENTIVES

- Implement Employee Wellness Program
- Provide Biennial Harassment Prevention Training
- Implement Succession Planning
- Develop Internal Operating Manuals for Division Processes and Procedures
- Create a Full Safety Program and Committee

PROPOSED FY2026 & FY2027 GOALS

ROAD INFRASTRUCTURE

- Complete the Widening Projects
- Adopt Pavement Management Program Report
- Establish a Crack-Fill and Patching Program
- Establish a Field Operations Center
- Increase Funding for Street Improvements and Pavement Maintenance
- Complete Evaluations of City-wide Street Sweeping and Present Findings

PROPOSED FY2026 & FY2027 GOALS

INCREASE PARK FACILITIES

- CIP 062-1: 27-Acre Park (Phase 1)
- CIP 099: 20-Acre Park (Initial Opening to the Public)
- Cemetery Master Plan (Phase I)
- Integrate Cemetery Website Services
- Implement Recreation Software for Park Amenities and Facility rentals

PROPOSED FY2026 & FY2027 GOALS

INCREASE COMMUNITY ENGAGEMENT OPPORTUNITIES

- Schedule Events and Education Outreach to Promote Public Safety and Wellness in Collaboration with Police & Fire Departments
- Expand Crime Free Multi-Housing
- Increase Accessibility to Public Records
- Partner with Chamber of Commerce to Bring Emergency Preparedness Plans to Small Businesses

PROPOSED FY2026 & FY2027 GOALS

ESTABLISH PUBLIC RIGHT-OF-WAY MAINTENANCE PROGRAM

- Complete Transition From Contract to Staff Road Maintenance
- Implement Online Public Reporting Tool
- Implement In-House Landscape Maintenance for Assessment Districts
- Establish Citywide Asset Inventories and Tree Identification
- Acquire Field Operations Center

PROPOSED FY2026 & FY2027 GOALS

EXPAND HOMELESS SUPPORT SERVICES

- Implement an After-Hours Program to Ensure Support beyond Regular Hours

Biennial Budget Calendar

December 2nd, 2024 – Public Budget Priority Survey Sent Out

January 2nd, 2025 – Survey Closes

January 15th, 2025 – Biennial Budget Citywide Goals Discussion

February 12th, 2025 – First Budget Workshop with City Council
City Goals, Council Priorities, and Department Goals for Budget Cycle

March 12th, 2025 – Second Biennial Budget Workshop with City Council
General Government Budget Workshop

April 9th, 2025 - Third Biennial Budget Workshop with City Council
Community Development and Public Works Budget Workshop

May 14th, 2025 – Final Biennial Budget Workshop with City Council
Public Safety Departments Budget Workshop

June 11th, 2025 – Biennial Budget, GANN, and CIP Plan taken to the City Council
Budget Adoption

July 1st, 2025 – First year of Biennial Budget goes into effect

DISCUSSION

CITY OF WILDOMAR
MEETING (CCR)
GENERAL BUSINESS
Agenda Staff Report # 3.4
Meeting Date: February 12, 2025

SUBJECT: Cannabis Code Changes Discussion (Future Agenda Item)

SUBMITTED BY: Matthew Bassi, CD Director

PREPARED BY: Matthew Bassi, CD Director

ACTION:
Discuss and provide direction to Staff on possible changes to Cannabis Ordinance No. 187.

BACKGROUND:
Several months ago, the City Council asked for a future agenda item to be presented in order to discuss the zoning regulations for cannabis businesses. Staff is presenting a brief staff report to facilitate Council's discussion.

The City Council on June 10, 2020 adopted Ordinance No. 187 and 188 establishing zoning and licensing regulations for cannabis sales and manufacturing. A copy of these ordinances are attached for Council reference (Attachment C & D). Since adoption of the cannabis regulations, Council has approved five (5) retail cannabis businesses. Two are (2) are in operation (Stiiizy and Cake House), one (1) is going through tenant improvement plan check (Buzz Cannabis - formerly The Bakery), one (1) was recently approved in December 2024 (Cake House East), and one (1) has gone out of business (Culture Club). Please refer to the Cannabis Business Summary Sheet for other details (Attachment E). An important point to make is that we have not had any code issues with the existing stores, and they receive quarterly inspections from various departments.

Some of the specific items Council may want to discuss are increasing the distance standards from residential zones and sensitive uses, and possibly removing cannabis manufacturing from our industrial zones (we have had no inquiries about cannabis in the industrial zones). Currently, the standards that apply to both commercial and industrial zones are as follows:

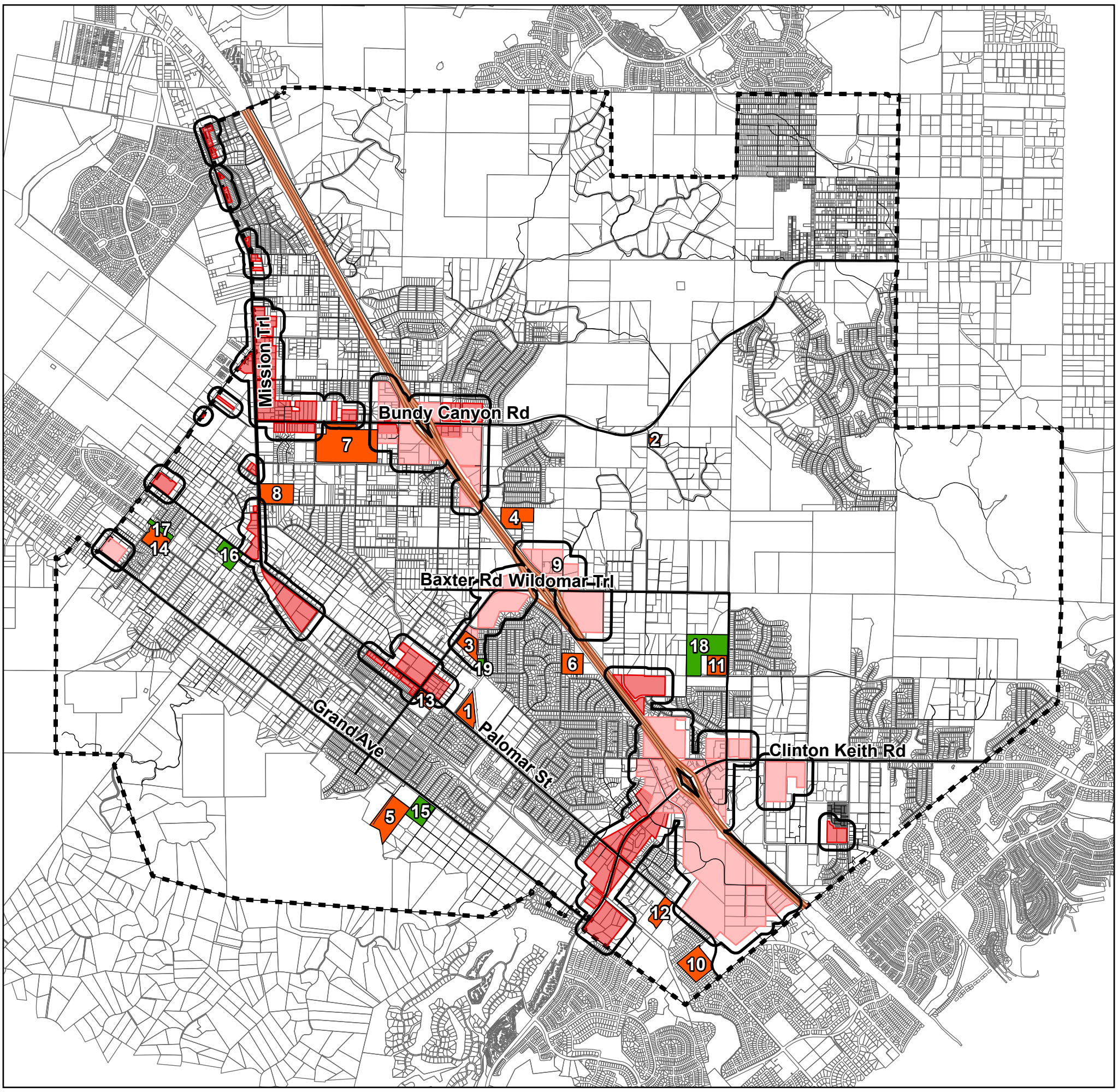
- No cannabis business shall be located within 600 feet of a public or private school providing instruction in kindergarten or grades 1 through 12, a day care center (excluding small and large family day cares), a park or a youth center.
- No cannabis business shall be located within 100 feet of a residential use.

To help facilitate the discussion on distance standards, staff has prepared several radius maps for cannabis based on a 300', 600' and 1,000' radius in the commercial and industrial zones (refer to Attachment A and B). These radius maps show sensitive land uses and how each may be impacted by an increased standard.

FISCAL IMPACT:
As this is only a discussion item, there is no fiscal impact at this time.

ATTACHMENTS:

Attach A-Commerical Radius Maps [1-15-25].pdf
Attach B-Industrial Cannabis Radius Maps [1-15-25].pdf
Attach C - Cannabis Ordinance 187 [Zoning Regs] 6-10-20.pdf
Attach D - Cannabis Ordinance 188 [Licensing Regs] 6-10-20.pdf
Attach E - Cannabis Businesses Summary Sheet [12-15-24].pdf



Permitted Zones

- C-1/C-P: COMMERCIAL
- C-P-S: COMMERCIAL
- 300 ft Buffer
- City Boundary

Schools

1 - Anne Sullivan Preschool and Kindergarten
2 - Bundy Canyon Christian School
3 - California Lutheran High School
4 - Cornerstone Church School
5 - David A Brown Middle School
6 - Donald Graham Elementary School
7 - Elsinore High School
8 - Faith Baptist Academy
9 - Grace Christian School
10 - Murrieta Springs Adventist Christian Academy
11 - Ronald Reagan Elementary School
12 - Sycamore Academy School
13 - Wildomar Elementary School
14 - William Collier Elementary School

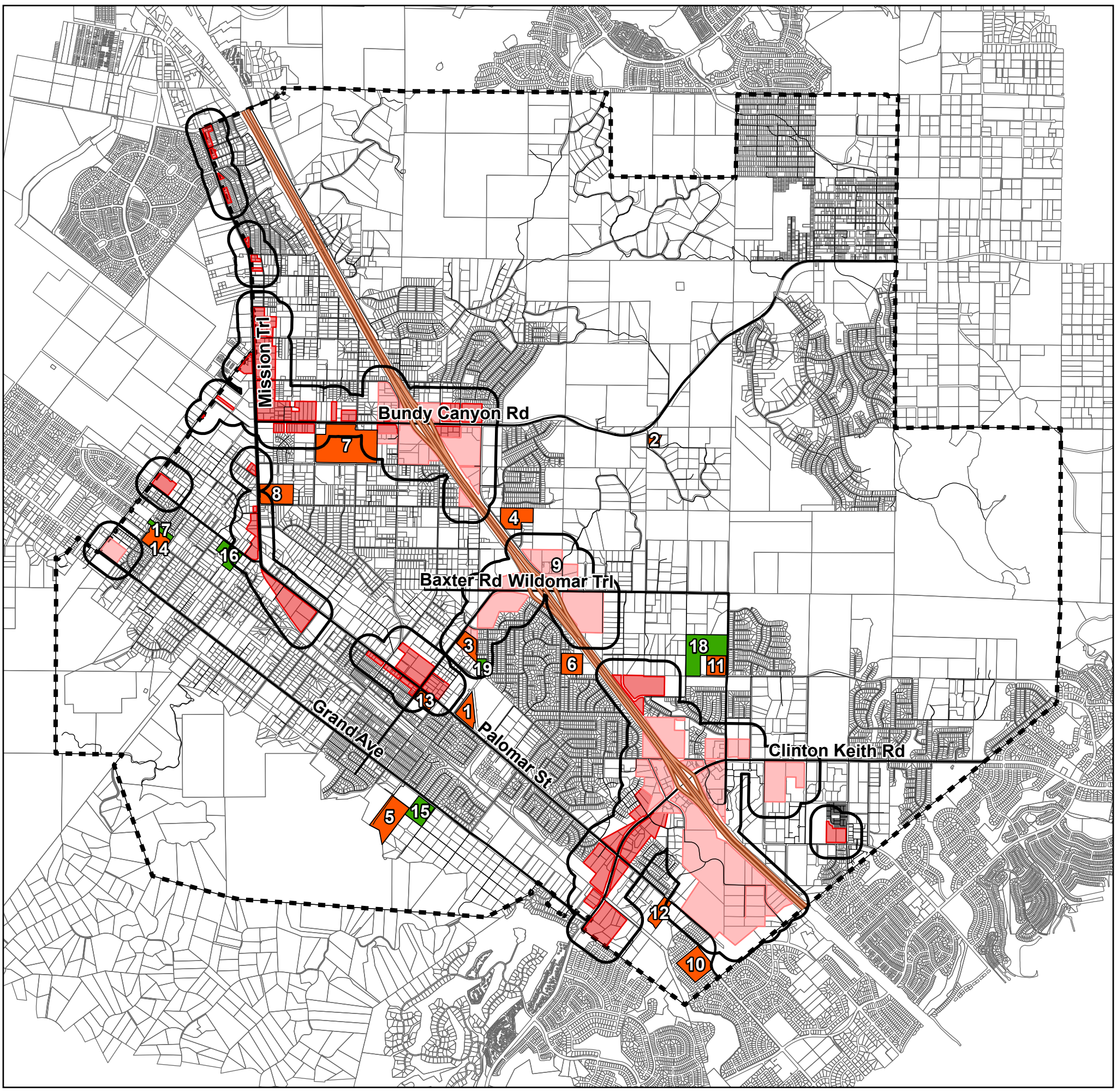
Parks

15 - Grand Ave Park
16 - Marna O'Brien Park
17 - Regency Heritage Park
18 - Ronald Reagan Park
19 - Windsong Park
20 - Malaga Park

CITY OF WILDOMAR
Est. 1886 Inc. 2008

0 ½ 1 1½ 2 Miles

N



Permitted Zones

- C-1/C-P: COMMERCIAL
- C-P-S: COMMERCIAL
- 600 ft Buffer
- City Boundary

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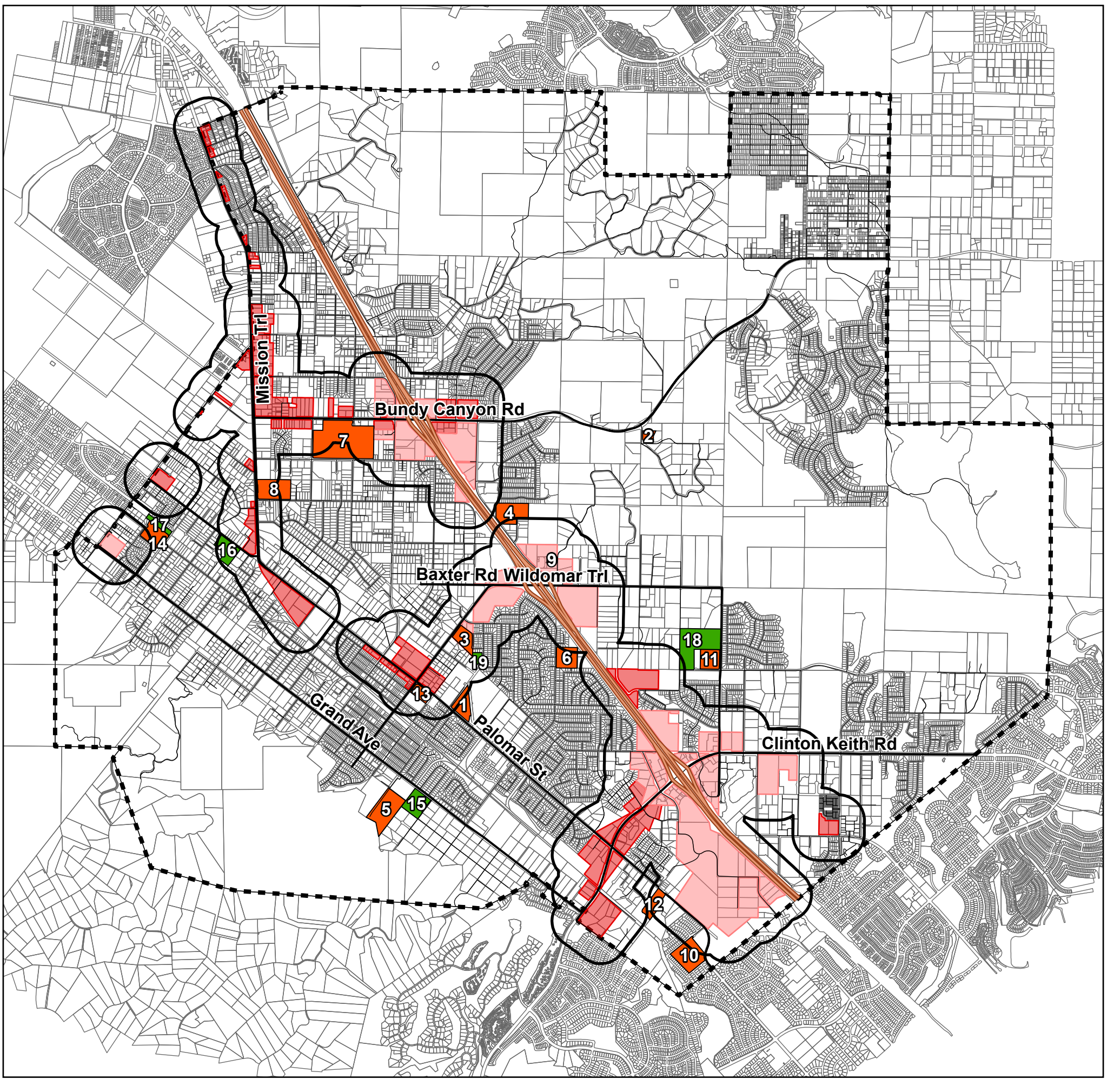

Permitted Zones

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- C-P-S: COMMERCIAL
- 1000 ft Buffer
- City Boundary

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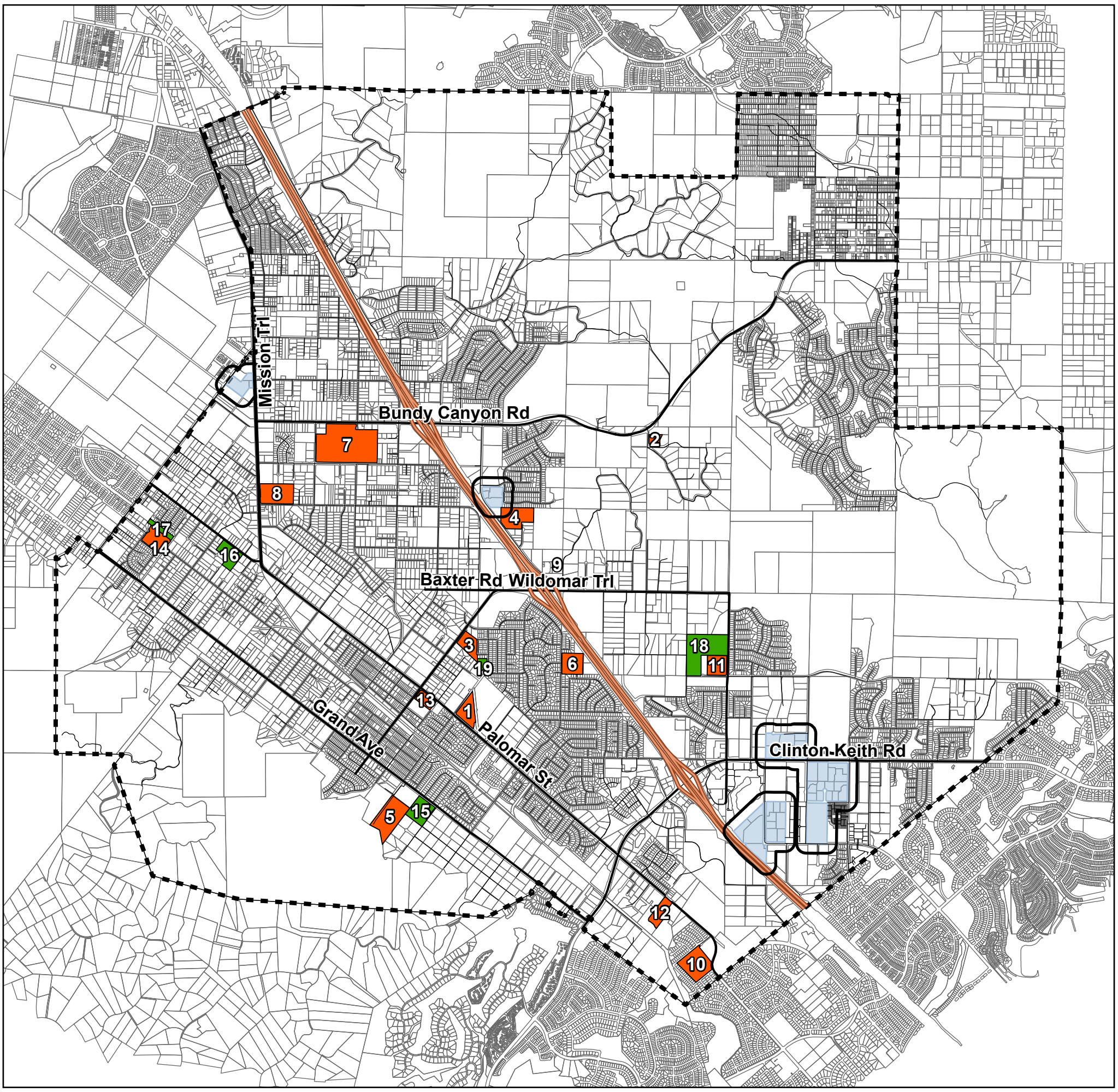

Permitted Zones

- I-P: INDUSTRIAL
- 300 ft Buffer
- City Boundary

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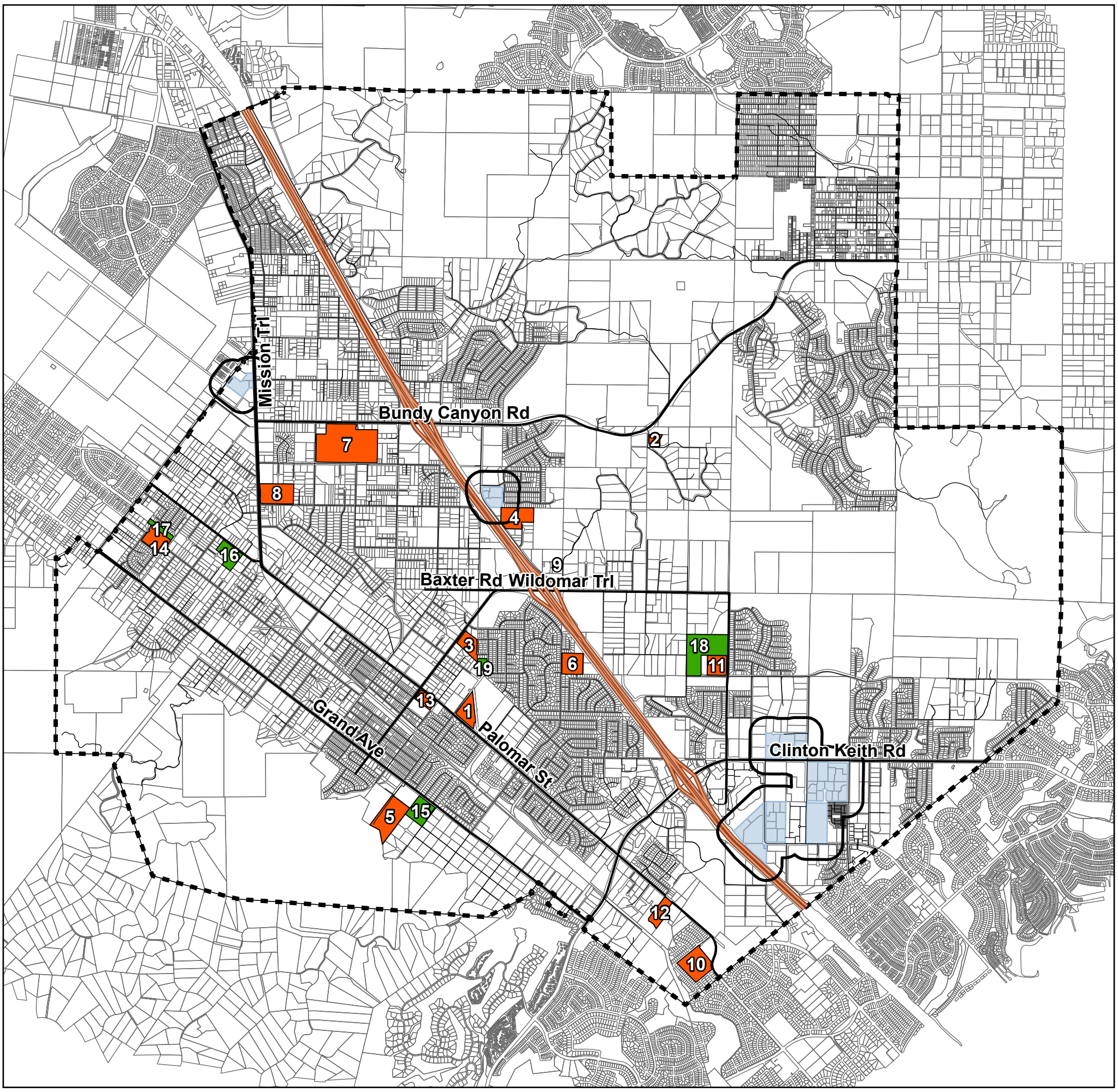

Permitted Zones

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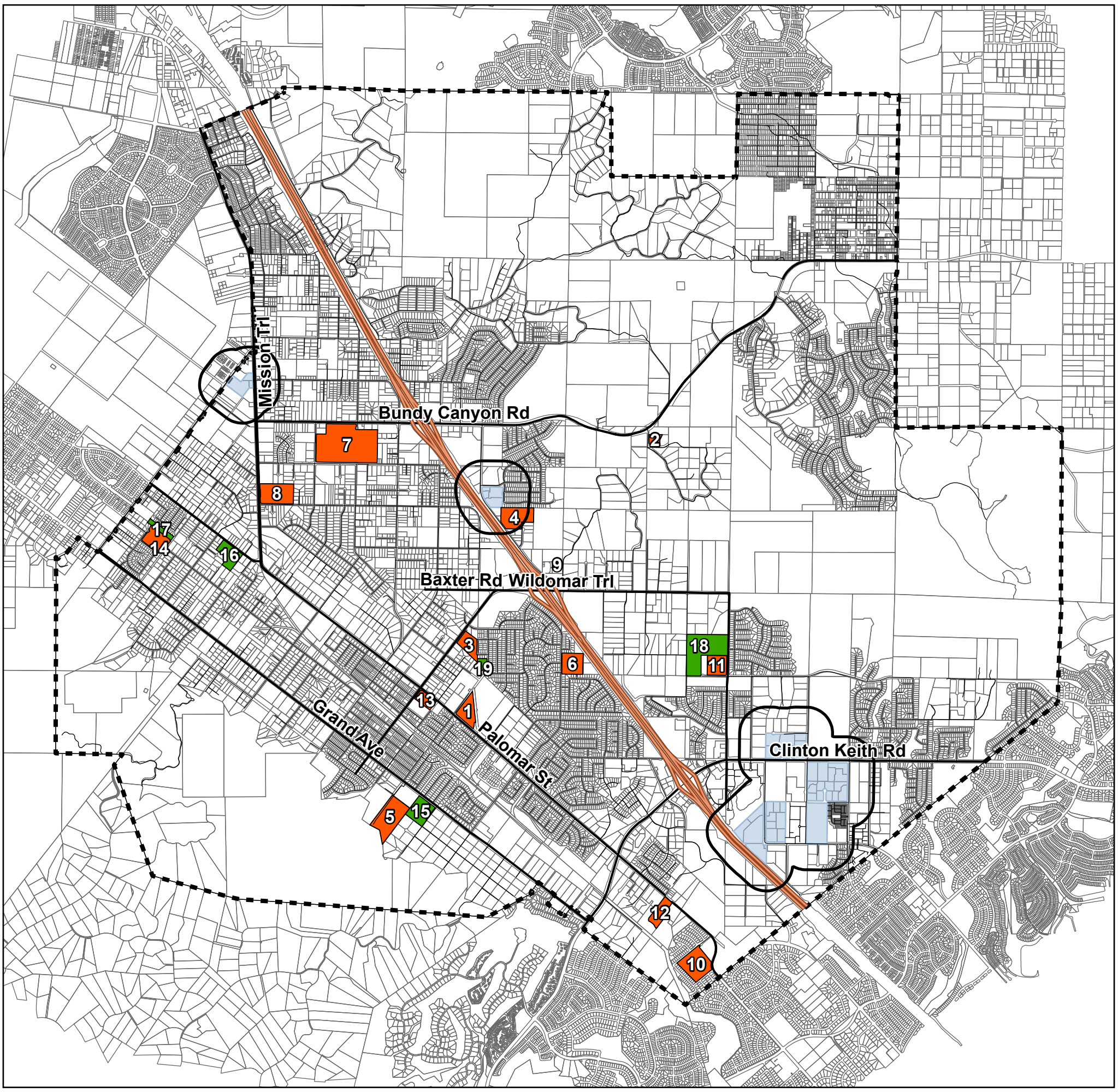

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ORDINANCE NO. 187

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA ADOPTING A STATUTORY CEQA EXEMPTION PURSUANT TO BUSINESS AND PROFESSIONS CODE SECTION 26055(H), AND APPROVING ZONING ORDINANCE AMENDMENT NO. 2020-04 AMENDING TITLE 17 (ZONING) OF THE WILDOMAR MUNICIPAL CODE TO REVISE SECTIONS 17.12.040, 17.12.050, 17.72.010, 17.76.010, 17.88.010, AND 17.92.010, AND ADD CHAPTER 17.315 (A NEW CHAPTER) TO ESTABLISH CANNABIS BUSINESS ZONING AND USE REGULATIONS

WHEREAS, in 1996, the voters of the State of California approved Proposition 215, which was codified as Health and Safety Code Section 11362.et seq., and entitled the Compassionate Use Act of 1996, which intended to enable seriously ill Californians to legally possess, use, and cultivate marijuana for medical use under limited, specified circumstances; and

WHEREAS, in 2004, the California legislature enacted Senate Bill 420, the Medicinal Marijuana Program (the "MMP"), which, as codified in California Health and Safety Code Section 11362.7 et seq., was intended to clarify the CUA's scope and immunize from criminal prosecution, under specified state laws, certain activities and conduct related to the provision of medicinal marijuana to qualified patients; and

WHEREAS, on November 8, 2016, the voters of the State of California approved Proposition 64, entitled the "Control, Regulate and Tax Adult Use of Marijuana Act," which legalizes and regulates recreational marijuana in California; and,

WHEREAS, the State has established an integrated licensing and regulatory system for both medicinal and recreational marijuana businesses consistent with Propositions 215 and 64 entitled the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), codified in Business and Professions Code section 26000 et seq.; and,

WHEREAS, Business and Professions Code section 26200 expressly recognizes the ability of cities to completely prohibit all medicinal and recreational cannabis businesses or to allow and regulate such businesses; and,

WHEREAS, despite the City's existing prohibition against all types of marijuana facilities and commercial cannabis activity, codified in section 17.12.050 of the Wildomar Municipal Code, numerous illegal commercial cannabis facilities have opened in the City; and,

WHEREAS, the City has incurred significant costs and expenses associated with shutting down illegal commercial cannabis facilities; and,

WHEREAS, despite the City's aggressive enforcement of its existing prohibition on commercial cannabis facilities, individuals continue to open new illegal businesses in the City; and,

WHEREAS, illegal commercial cannabis facilities pose significant risks to the public health and safety because such businesses are operated without regulatory oversight to ensure that dangerous conditions, such as mold, electrical overload, improper hazardous materials storage, and improper ventilation and odor control, do not exist; and

WHEREAS, allowing commercial cannabis facilities in the City, subject to regulation, will lessen the financial burdens and public health and safety risks caused by current illegally operated commercial cannabis facilities; and,

WHEREAS, a majority of the voters in Wildomar who voted on Proposition 64 at the November 8, 2016 election voted in favor of Proposition 64; and

WHEREAS, in order to protect the public health, safety, and welfare, and consistent with the will of the voters of Wildomar who favored legalizing cannabis, the City desires to permit, commercial cannabis activity in the City subject to regulation and taxation as set forth in this ordinance.

WHEREAS, in accordance with Chapter 17.280 of the Wildomar Municipal Code and California Government Code, Section 65800, et seq., the City Council has the authority to take action on the proposed Zoning Ordinance Amendment No. 2020-04; and

WHEREAS, the Planning Commission conducted a special meeting and held a noticed public hearing on May 6, 2020 to review Zoning Ordinance Amendment No. 2020-04, at which time interested persons had an opportunity to testify in support of, or opposition to the proposed municipal code amendment, and at which time the Planning Commission received public testimony, and subsequently adopted PC Resolution No. 2020-14 recommending City Council approval of Zoning Ordinance Amendment No. 2020-04; and

WHEREAS, in accordance with Chapter 17.04.050 of the Wildomar Municipal Code, the Planning Department on May 16, 2020 published a legal notice in the Press Enterprise, a local newspaper of general circulation, notifying the general public of the May 28, 2020 special meeting with the City Council where the Council would consider and discuss the proposed Cannabis Code Amendment (ZOA No. 2020-04); and

WHEREAS, in accordance with Section 17.280.040 of the Wildomar Municipal Code, the City Council conducted a duly noticed special meeting / public hearing to discuss the proposed Cannabis Code Amendment (ZOA No. 2020-04) on May 28, 2020, and at which time interested persons had an opportunity to testify in support of, or opposition to the proposed municipal code amendment, and at which time the City Council received public testimony concerning the proposed municipal code amendment.

THE CITY COUNCIL OF THE CITY OF WILDOMAR HEREBY DOES ORDAIN AS FOLLOWS:

SECTION 1: CEQA ENVIRONMENTAL DETERMINATION.

In accordance with the requirements of the California Environmental Quality Act (Public Resources Code § 21000, et seq. ("CEQA")), a review of the potential environmental impacts was conducted by the Planning Department for Zoning Ordinance Amendment No. 2020-04. Based on this review, the City Council finds that the adoption of this Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to Business and Professions Code section 26055(h), which exempts from CEQA review the adoption of an ordinance, rule, or regulation by a local jurisdiction that requires discretionary review and approval of permits, licenses, or other authorizations to engage in commercial cannabis activity. This Ordinance requires discretionary Development Agreements and Conditional Use Permits to be approved for each cannabis business seeking to operate in the City, and any applicable CEQA review will be done prior to the approval of these discretionary entitlements.

SECTION 2. REQUIRED ZONING ORDINANCE AMENDMENT FINDING.

In accordance with the provisions of the Wildomar Zoning Ordinance, the following finding is offered for City Council consideration in approval of Zoning Ordinance Amendment No. 2020-04.

A. The proposed amendment is consistent with the City of Wildomar General Plan.

Evidence: The proposed ordinance amends the zoning ordinance to allow cannabis businesses as a conditionally permitted use in commercial, industrial and manufacturing zones. These zones allow other similar uses subject to a conditional use permit. General Plan policies LU 7.1, 7.2 and 7.12 aim at promoting economic development in the City by accommodating development of a balance of land uses, promoting a variety of stable employment and business uses, and improving the jobs-housing ratio. Allowing cannabis businesses to operate within the City furthers each of these General Plan policies.

SECTION 3. AMENDMENT TO THE CHAPTER 17.12 OF THE MUNICIPAL CODE

Section 17.12.040 of the Wildomar Municipal Code is amended to read as follows:

"**17.12.040 Uses allowed in zone classifications.**

The terminology used in Section 17.12.010 of this chapter is general only and is not intended to be descriptive of all uses allowed in the zone classifications. The zone classifications are specifically set forth in subsequent articles of the ordinance codified in this chapter to which reference should be made to determine all the uses permitted therein. When a use is not specifically listed as permitted or conditionally permitted in a zone classification, the use is prohibited unless, in circumstances where this section empowers him or her to do so, the Planning Director makes a determination that the use

is substantially the same in character and intensity as those uses permitted or conditionally permitted in the zone classification."

SECTION 4. AMENDMENT TO CHAPTER 17.12 OF THE MUNICIPAL CODE

Section 17.12.050 of the Wildomar Municipal Code is amended to read as follows:

"17.12.050 Commercial Cannabis Activities and Noncommercial Cannabis Cultivation.

A. Commercial Cannabis Activities and Facilities. Commercial cannabis activity, as defined in Business and Professions Code section 26001(k), is permitted in the City in compliance with chapters 5.76 and 17.315 of this code. It shall be a violation of this code to engage in any commercial cannabis activity that is not in full compliance with the requirements of chapters 5.76 and 17.315 of this code. It is a violation of this code for any building, facility, establishment, property, or location to be utilized by any person to establish, commence, engage in, conduct, or carry on, or permit another person to establish, commence, engage in, conduct, or carry on any commercial cannabis activity that is not in full compliance with the requirements of chapters 5.76 and 17.315 of this code.

B. Noncommercial Cannabis Cultivation. A person may cultivate no more than six living cannabis plants inside his or her private residence, or inside an accessory structure to his or her private residence located upon the grounds of that private residence that is fully enclosed and secured against unauthorized entry, provided that the owner of the property provides written consent expressly allowing the cannabis cultivation to occur, the person conducting the cannabis cultivation complies with all applicable Building Code requirements set forth in Title 17 of this code, there is no use of gas products (CO2, butane, propane, natural gas, etc.) on the property for purposes of cannabis cultivation, and the cannabis cultivation complies with Health and Safety Code section 11362.2(a)(3).

C. Enforcement. Any violation of this section shall be enforced pursuant to Chapter 1.16."

SECTION 5. AMENDMENT TO THE CHAPTER 17.72 OF THE MUNICIPAL CODE

Section 17.72.010.C is hereby amended to add the following use to the list of uses conditionally permitted in the C-1 and C-P (General Commercial) zoning district:

"18. Cannabis retailers, subject to the requirements of Chapter 17.315 (Cannabis businesses)"

SECTION 6. AMENDMENT TO THE CHAPTER 17.76 OF THE MUNICIPAL CODE

Section 17.76.010.B is hereby amended to add the following use to the list of uses conditionally permitted in the C-P-S (Scenic Highway Commercial) zoning district:

"24. Cannabis retailers, subject to the requirements of Chapter 17.315 (Cannabis businesses)"

SECTION 7. AMENDMENT TO THE CHAPTER 17.88 OF THE MUNICIPAL CODE

Section 17.88.010.C is hereby amended to add the following use to the list of uses conditionally permitted in the I-P (Industrial Park) zoning district:

"4. Cannabis cultivation, manufacturing, distribution, and testing laboratories, subject to the requirements of Chapter 17.315 (Cannabis businesses)"

SECTION 8. AMENDMENT TO THE CHAPTER 17.92 OF THE MUNICIPAL CODE

Section 17.92.020.C is hereby amended to add the following use to the list of uses conditionally permitted in the M-S-C (Manufacturing-Service Commercial) zoning district:

"19. Cannabis cultivation, manufacturing, distribution, and testing laboratories, subject to the requirements of Chapter 17.315 (Cannabis businesses)"

SECTION 9. AMENDMENT TO TITLE 17 (ZONING) OF THE MUNICIPAL CODE

Title 17 of the Wildomar Municipal Code is hereby amended to a add a Chapter 17.315 (Cannabis Businesses), a new chapter, to read as follows:

CHAPTER 17.315 CANNABIS BUSINESSES

17.315.010 Purpose.

A. The purpose of this chapter is to regulate cannabis business land uses, as permitted by the Medicinal and Adult-Use Cannabis Regulation and Safety Act (Section 26200 of the California Business and Professions Code), in a manner designed to minimize negative impacts on the city and neighboring uses, and promote the health, safety, morals, and general welfare of residents and businesses within the city.

B. This chapter is further adopted and established pursuant to the specific authority granted to Wildomar in Section 7 of Article XI of the California Constitution and Section 26200 of the California Business and Professions Code. This chapter shall govern all cannabis businesses within the jurisdiction of Wildomar.

17.315.020 Relationship to other laws.

A. In the event of any conflict between the provisions of this chapter and the provisions of Medicinal and Adult-Use Cannabis Regulation and Safety Act or any other applicable state or local law, the more restrictive provision shall control.

B. Except as expressly stated herein, cannabis businesses must comply with all other city codes and regulations. Nothing in this chapter shall be construed as permitting a cannabis business to operate at any time in a manner that is in violation of all other applicable state and local laws.

17.315.030 Definitions.

Unless otherwise defined herein, the terms in this chapter shall have the same meaning as set forth in Medicinal and Adult-Use Cannabis Regulation and Safety Act and

any rules promulgated pursuant thereto. In addition, the following terms shall be defined as follows:

“Cannabis business” means any person engaged in commercial cannabis activity as defined in California Business and Professions Code Section 26001.

“Distribution site” means a facility where cannabis and cannabis products are stored or inspected by a licensed cannabis distributor for the purposes of distribution and transportation between licensed cannabis businesses.

"Enclosed locked structure," means a structure that: (1) does not allow for the visibility of the interior cultivation and manufacturing areas from the outside; (2) is secured with a lock; (3) is completely surrounded on all sides by a wall; and (4) is roofed. Enclosed locked structures may include greenhouses, provided that only the roof of the greenhouse is made of transparent glass.

"Limited access area" means a building, room or other area that is part of the premises where cannabis is grown, cultivated, stored, weighed, displayed, packaged, or sold to other cannabis businesses with limited access to only authorized personnel.

"Local license" means a license granted by the local licensing authority pursuant to Chapter 5.76 of this code.

"Local licensing authority" means the city manager or designee.

“Manufacturing site” means a premises where a licensed cannabis manufacturer engages in the manufacture of cannabis products.

"Medicinal and Adult-Use Cannabis Regulation and Safety Act" or "MAUCRSA" means Division 10 of the California Business and Professions Code.

"Outdoors" means any location within the city that is not within an enclosed locked structure.

"State law(s)" shall mean and include California Health and Safety Code Section 11362.5 (Compassionate Use Act of 1996); California Health and Safety Code Sections 11362.7 to 11362.85 (Medical Marijuana Program Act); MAUCRSA, and all other applicable laws and regulations of the state of California.

17.315.040 Conditional use permit and Development Agreement required.

A. No person may operate a cannabis business of any type in the city unless the following are complied with:

1. The business is located in a zoning district where a cannabis businesses of that type are conditionally permitted, and a conditional use permit has been approved by the Planning Commission and City Council for the operation of a cannabis business of that type for the property; and

2. The business owner has entered into a development agreement with the City approved by the Planning Commission and City Council for the operation of the cannabis business that is; and

3. The business owner has valid State and local licenses to operate a cannabis business within the City.

B. Chapter 17.200 of this code shall govern and apply to conditional use permits for cannabis businesses applied for or obtained pursuant to this chapter unless this chapter expressly states otherwise. All requirements contained in this chapter shall be in addition to the applicable requirements of Chapter 17.200.

C. Each cannabis business shall enter into a development agreement pursuant to Government Code Section 65864 et seq. with the city setting forth the terms and conditions under which the cannabis business will operate that are in addition to the requirements of this chapter and chapter 5.76, including, but not limited to, public outreach and education, community service, payment of fees and other charges, and such other terms and conditions that will protect and promote the public health, safety, and welfare. The execution and recordation of the development agreement shall be a condition of approval for the conditional use permit for the cannabis business. The planning commission shall make a recommendation to the city council on whether to approve a development agreement submitted to it by city staff. The city council shall make a final decision on whether to approve a development agreement recommended to the city council by the planning commission.

D. The planning director is authorized to make policies and procedures consistent with the intent and spirit of this chapter concerning the applications, the application process, the information required of applicants, the application procedures and the administration and procedures to be used and followed in the application and hearing process for cannabis business conditional use permits and development agreements.

17.315.050 Conditional use permit application.

A. All applications for a conditional use permit shall be filed with the planning director on the official form supplied by the city and shall be accompanied by the application fee established by resolution of the city council, as may be amended from time to time.

B. An application for a conditional use permit shall include, but shall not be limited to, the following information:

1. Proof that the applicant has received a local license for the proposed premises, and the local license is in good standing, or a statement that the applicant is applying for a local license for the proposed premises concurrently with the conditional use permit application.

2. Confirmation that the proposed premises is not currently permitted by the state or county for the production of non-cannabis infused food products.

3. The address of the proposed cannabis business.

4. A site plan and floor plan of the cannabis business denoting all the use of areas of the cannabis business, including storage, employee areas, exterior lighting, restrooms, security cameras, areas of ingress and egress, signage, limited access areas, and restricted access areas, if included.

5. Plans and specifications for the interior of the proposed premises if the building to be occupied is in existence at the time of the application. If the building is not in existence or alteration to the building is required at the time of the application, the applicant shall file a plot plan and a detailed sketch for the interior and shall further submit an architect's drawing of the building to be constructed.

6. The name and address of the person that owns the real property upon which the cannabis business is to be operated. In the event the applicant does not legally own the property, the application must be accompanied by a notarized acknowledgement from the person that owns the property that a cannabis business will be operated on his or her property.

7. A description of the design of the proposed premises evidencing that the design conforms to applicable city laws.

8. For a Cultivation Site or Manufacturing Site.

a. An environmental plan indicating how cultivation and/or manufacturing will be conducted in accordance with state and local laws related to hazardous material disposal, land conversion, grading, electricity usage, water usage, and agricultural discharges.

b. An emergency response plan which complies with Title 8 of this code and California Fire Code Section 401, and sets out standard operating procedures to be followed by all individuals in case of a fire, chemical release, chemical spill, or other emergency.

c. A description of the source of power (electric utility company, solar, diesel generators), the size of the electrical service or system, and the total demand to be placed on the system by all proposed uses on-site.

d. For a cultivation site, verification of all water sources used by the proposed premises and verification that the proposed premises does not utilize water that has been or is illegally diverted from any stream, creek, or river.

e. For a manufacturing site, a report from a professional engineer that details the type of equipment that will be used to extract cannabinoids from cannabis. If flammable gas, flammable liquefied gas, flammable and combustible liquids, or compressed carbon dioxide (CO2) are used for extraction, then the report must certify that only closed-loop extraction system(s), that are UL or ETL listed or have a sign off by a professional engineer, capable of recovering the solvent are utilized.

f. For a manufacturing site, a separate diagram of any room where extraction occurs that details the location of the extraction equipment, areas of ingress and egress, emergency eye-wash station, any other fire suppression or emergency equipment required by Title 8 of this code, city and California building codes, fire codes, electrical codes and all other applicable laws.

9. A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct.

10. Authorization for the planning director to seek verification of the information contained within the application.

11. Any such additional and further information as is deemed necessary by the planning director to administer this section or this chapter.

C. The planning director and appropriate city staff shall review, verify and investigate all information on the application and prepare a report for the planning commission incorporating the findings of such investigation and verification, including, but not limited to, the suitability of the proposed location, and the applicant's compliance with the requirements of this chapter, Chapter 5.76 and Chapter 17.200.

17.315.060 Findings for approval of conditional use permit.

A. The planning commission shall not hold a public hearing on or approve any application for a conditional use permit to operate a cannabis business unless the applicant holds a local license in good standing in accordance with Chapter 5.76 of this Code.

B. In addition to the findings set forth in Section 17.200.050 of this code, a conditional use permit for a cannabis business shall only be granted subject to the following additional findings:

1. The cannabis business as well as all operations as conducted therein, fully comply with all applicable building, electrical, zoning and fire codes, accessibility requirements of the Americans with Disability Act, and all relevant city and state law; and

2. The cannabis business fully complies with and meets all operating criteria required pursuant to state laws, Chapter 5.76 of this code, any other provisions of this code, and any specific, additional operating procedures and measures as may be imposed as conditions of approval in the conditional use permit; and

3. The cannabis business will be located in a zoning district where cannabis businesses of the type proposed are conditionally permitted, and all of the applicable locational restrictions in Section 17.315.070 are satisfied.

C. The planning commission may deny an application for a conditional use permit if it determines that one or more of the findings required by Section 17.200.050 or 17.315.060.B of this code cannot be made.

D. Based on the information set forth in the application and city staff's report and testimony presented at the public hearing, the planning commission may impose reasonable terms and conditions on the proposed cannabis business in addition to those specified in and required to be included in every conditional use permit granted under this chapter.

17.315.070 Locational requirements.

A conditional use permit for a cannabis business shall not be approved unless the proposed cannabis business will be located in a zoning district in which cannabis businesses of the type proposed are conditionally permitted. In addition, a conditional use permit shall not be approved for a cannabis business unless all of the following locational requirements applicable to the type of cannabis business proposed are satisfied:

A. No cannabis business shall be located within 600 feet of a public or private school providing instruction in kindergarten or grades 1 through 12, a day care center (excluding small and large family day cares), a park or a youth center. In addition, no cannabis business shall be located within 100 feet of a residential use.

B. All distances specified in this section shall be measured in a straight line, without regard to intervening structures or topography, from the nearest point of the building or structure in which the cannabis business is, or will be located, to the nearest property line of the parcel where such use is located. If the cannabis business is, or will be located, in a multi-unit building, the distances shall be measured from the nearest point of the suite in which the cannabis business is or will be located.

C. For the purposes of this section the following definitions apply:

1. “Day care center” is as defined in Business & Professions Code section 26001(o) and Health & Safety Code section 1596.76.

2. “Youth center” means any facility that is operated by a public agency or non-profit entity with the sole purpose of providing educational and/or recreational services to minors. Dance studios, gymnasiums, martial arts studios, or other similar uses that provide services to both adults and minors shall not be considered a youth center.

3. “Public or private school” means any location appearing in the California Department of Education School Directory as the location of a public or private school.

17.315.080 Conditions of approval.

A. All Cannabis Businesses. Every conditional use permit for a cannabis business shall be subject to the following conditions of approval.

1. The premises must be equipped with an odor absorbing ventilation and exhaust system so that odor generated inside the cannabis business that is distinctive to its operation is not detected outside the cannabis business, anywhere on adjacent property or public rights-of-way, on or about any exterior or interior common area

walkways, hallways, breeze-ways, foyers, lobby areas, or any other areas available for common use by tenants or the visiting public, or within any other unit located within the same building as the cannabis business. As such, cannabis businesses must install and maintain the following equipment or any other equipment which local licensing authority determines has the same or better effectiveness:

a. An exhaust air filtration system with odor control that prevents internal odors from being emitted externally; or

b. An air system that creates negative air pressure between the cannabis businesses' interior and exterior so that the odors generated inside the cannabis business are not detectable outside the cannabis business.

2. The applicant or its legal representative shall:

a. Indemnify and hold the city harmless from any and all claims, damages, legal or enforcement actions, including, but not limited to, any actions or claims associated with violation of federal law associated with the operation of the cannabis business; defend, at its sole expense, any action against the city, its agents, officers, and employees related to the approval of a conditional use permit or the operation of the cannabis business; reimburse the city for any court costs and attorney fees that the city may be required to pay as a result of any legal challenge (or federal enforcement action) related to the city's approval of a conditional use.

b. Maintain insurance in the amounts and of the types that are acceptable to the city pursuant to guidelines and policies set forth by the local licensing authority and name the city as an additionally insured on all city-required insurance policies.

3. All windows on the premises of the cannabis business shall be appropriately secured and cannabis securely stored.

4. All cannabis businesses shall comply with the city's lighting standards including, without limitation, fixture type, wattage, illumination levels, shielding, and secure the necessary approvals and permits as needed.

5. All cannabis businesses and all equipment used in the conduct of the business, must be operated in compliance with all applicable state and local laws and regulations, including all building, electrical, and fire codes, and in compliance with the businesses' state and local licenses.

6. From a public right-of-way, there should be no exterior evidence of the cannabis business except for any permitted on-site signage.

7. A development agreement for the cannabis business must be executed and recorded against the property.

B. Manufacturing Sites. Every conditional use permit for a manufacturing site shall include the following conditions of approval:

1. All manufacturing of cannabis products shall occur in an enclosed locked structure.

2. Manufacturing activities shall only occur in the areas depicted on the floor plan submitted by the applicant and shall not exceed the square footage authorized pursuant to the conditional use permit.

3. If hazardous materials, flammable gas, flammable liquefied gas, flammable and combustible liquids, or other flammable material, as those terms are defined in CFC Section 202, are to be used in the processing of cannabis, then the provisions of CFC Section 407 shall be applicable where hazardous materials subject to permits under CFC Section 50 (Hazardous Materials) are located on the premises or where required by the fire department official.

4. Storage, use and handling of compressed gases in compressed gas containers, cylinders, tanks and systems shall comply with CFC Chapter 53, including those gases regulated elsewhere in the Wildomar Municipal Code. Partially full compressed gas containers, cylinders or tanks containing residual gases shall be considered as full for the purposes of the controls required. Compressed gases classified as hazardous materials shall also comply with CFC Chapter 50 for general requirements and CFC Chapter 53 addressing specific hazards, including CFC Chapter 58 (Flammable Gases), CFC Chapter 60 (Highly Toxic and Toxic Materials), CFC Chapter 63 (Oxidizers, Oxidizing Gases and Oxidizing Cryogenic Fluids) and CFC Chapter 64 (Pyrophoric Materials). Prevention, control and mitigation of dangerous conditions related to storage, use, dispensing, mixing and handling of flammable and combustible liquids shall be in accordance with CFC Chapters 50 and 57.

5. Manufacturing sites are a Group F-1 (Factory Industrial Moderate-Hazard) Occupancy under the Fire Code. All new construction is required to be fire sprinkled per the Fire Code. For manufacturing sites that will be sited in an existing structure, an automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

a. A Group F-1 fire area exceeds twelve thousand square feet.

b. A Group F-1 fire area is located more than three stories above grade plane.

c. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds twenty-four thousand square feet.

C. Cultivation Sites. Every conditional use permit for a cultivation site shall include the following conditions of approval:

1. All cultivation of cannabis shall occur in an enclosed locked structure. Outdoor cultivation is prohibited.

2. Cultivation activities shall only occur in the areas shown on the floor plan submitted by the applicant, and shall not exceed the square footage authorized pursuant to the conditional use permit.

3. Areas where cannabis is cultivated are wet locations, and the electrical system in such areas must comply with Article 300.6(D) of the National Electric Code, city and California building codes, fire codes, electrical codes and all other applicable laws.

4. Cultivation sites are a Group F-1 (Factory Industrial Moderate-Hazard) Occupancy under the Fire Code. All new construction is required to be fire sprinkled per the Fire Code. For cultivation sites that will be sited in an existing structure, an automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

a. A Group F-1 fire area exceeds twelve thousand square feet.

b. A Group F-1 fire area is located more than three stories above grade plane.

c. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds twenty-four thousand square feet.

D. Distribution Sites. Every conditional use permit for a distribution site shall include the following conditions of approval

1. Distribution sites shall store all cannabis and cannabis products in a locked safe room, safe, or vault and in a manner to prevent diversion, theft, and loss.

2. The storage of cannabis and cannabis products shall only occur in the areas shown on the floor plan submitted by the applicant, and shall not exceed the square footage authorized pursuant to the conditional use permit.

17.315.090 Limitations on City's liability.

To the fullest extent permitted by law, the city shall not assume any liability whatsoever, with respect to approving any conditional use permit pursuant to this chapter or the operation of any cannabis business approved for such permit pursuant to this chapter.

17.315.100 Inspections.

A. Recordings made by security cameras at any cannabis business shall be made immediately available to the planning director upon verbal request for the purposes of determining compliance with this chapter and the cannabis business' conditional use permit.

B. The planning director shall have the right to enter all cannabis businesses from time to time unannounced for the purpose of making reasonable inspections to observe and enforce compliance with this chapter and the cannabis business' conditional use permit. Such inspections shall be limited to observing the premises for purposes of

determining whether the cannabis business is being operated or maintained in compliance with this code, state law, and other applicable laws and regulations.

C. Applicants and permittees must cooperate with employees and investigators of the city who are conducting inspections or investigations relevant to the enforcement of this chapter. No applicant or permittee shall by any means interfere with, obstruct or impede the any city official from exercising their duties under the provisions of this chapter and all rules promulgated pursuant to it.

17.315.130 Enforcement.

The operation of a cannabis business in violation of any conditions of approval or the provisions of this chapter or Chapter 17.200 is a violation of this code, and a public nuisance. The city may seek to remedy such violations by any means provided for in law or equity, including but not limited to the enforcement mechanisms and remedies provided for in Chapter 1.16 of this code, or take action to revoke the conditional use permit pursuant to Section 17.200.070 of this code.

SECTION 10. SEVERABILITY

If any Chapter, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will 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 Chapter, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more Sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional."

SECTION 11. EFFECTIVE DATE.

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

SECTION 12. CITY CLERK ACTION

The City Clerk is authorized and directed to cause this Ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the City in accordance with Government Code Chapter 36933(a) or, to cause this Ordinance to be published in the manner required by law using the alternative summary and posting procedure authorized under Government Code Chapter 39633(c).

APPROVED AND ADOPTED this 10th day of June, 2020.

Dustin Nigg
Mayor

APPROVED AS TO FORM:

Thomas D. Jex
City Attorney

ATTEST:

Janet Morales
Acting City Clerk

CITY OF WILDOMAR
INCORPORATED
July 1, 2008
STATE OF
CALIFORNIA

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)
CITY OF WILDOMAR)

I, Janet Morales, Acting City Clerk of the City of Wildomar, California, do hereby certify that the foregoing Ordinance No. 187 was introduced at an adjourned regular meeting of the City Council of the City of Wildomar, California, on May 28, 2020, and was duly adopted at a regular meeting held on June 10, 2020, by the City Council of the City of Wildomar, California, by the following vote:

AYES: Benoit, Morabito, Mayor Nigg

NOES: Swanson, Mayor Pro Tem Moore

ABSTAIN: None

ABSENT: None

Janet Morales
Acting City Clerk
City of Wildomar

CITY OF WILDOMAR INCORPORATED July 1, 2008 STATE OF CALIFORNIA

ORDINANCE NO. 188

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING TITLE 5 (BUSINESS LICENSE AND REGULATIONS) OF THE WILDOMAR MUNICIPAL CODE TO ADD A NEW CODE SECTION, CHAPTER 5.76, TO ESTABLISHING COMMERCIAL CANNABIS LICENSING REGULATIONS IN THE CITY OF WILDOMAR

WHEREAS, in 1996, the voters of the State of California approved Proposition 215, which was codified as Health and Safety Code Section 11362.et seq., and entitled the Compassionate Use Act of 1996, which intended to enable seriously ill Californians to legally possess, use, and cultivate marijuana for medical use under limited, specified circumstances; and

WHEREAS, in 2004, the California legislature enacted Senate Bill 420, the Medicinal Marijuana Program (the "MMP"), which, as codified in California Health and Safety Code Section 11362.7 et seq., was intended to clarify the CUA's scope and immunize from criminal prosecution, under specified state laws, certain activities and conduct related to the provision of medicinal marijuana to qualified patients; and

WHEREAS, on November 8, 2016, the voters of the State of California approved Proposition 64, entitled the "Control, Regulate and Tax Adult Use of Marijuana Act," which legalizes and regulates recreational marijuana in California; and,

WHEREAS, the State has established an integrated licensing and regulatory system for both medicinal and recreational marijuana businesses consistent with Propositions 215 and 64 entitled the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), codified in Business and Professions Code section 26000 et seq.; and,

WHEREAS, Business and Professions Code section 26200 expressly recognizes the ability of cities to completely prohibit all medicinal and recreational cannabis businesses or to allow and regulate such businesses; and,

WHEREAS, despite the City's existing prohibition against all types of marijuana facilities and commercial cannabis activity, codified in section 17.12.050 of the Wildomar Municipal Code, numerous illegal commercial cannabis facilities have opened in the City; and,

WHEREAS, the City has incurred significant costs and expenses associated with shutting down illegal commercial cannabis facilities; and,

WHEREAS, despite the City's aggressive enforcement of its existing prohibition on commercial cannabis facilities, individuals continue to open new illegal businesses in the City; and,

WHEREAS, illegal commercial cannabis facilities pose significant risks to the public health and safety because such businesses are operated without regulatory oversight to ensure that dangerous conditions, such as mold, electrical overload, improper hazardous materials storage, and improper ventilation and odor control, do not exist; and

WHEREAS, allowing commercial cannabis facilities in the City, subject to regulation, will lessen the financial burdens and public health and safety risks caused by current illegally operated commercial cannabis facilities; and,

WHEREAS, a majority of the voters in Wildomar who voted on Proposition 64 at the November 8, 2016 election voted in favor of Proposition 64; and

WHEREAS, in order to protect the public health, safety, and welfare, and consistent with the will of the voters of Wildomar who favored legalizing cannabis, the City desires to permit, commercial cannabis activity in the City subject to regulation and taxation as set forth in this ordinance.

WHEREAS, in accordance with the Wildomar Municipal Code, the City Council has the authority to take action on the proposed Ordinance amending Title 5 to establish Commercial Cannabis Licensing Regulations; and

WHEREAS, in accordance with the Wildomar Municipal Code, the Planning Department on May 16, 2020 published a legal notice in the Press Enterprise, a local newspaper of general circulation, notifying the general public of the May 28, 2020 special meeting with the City Council where they would to consider the proposed Ordinance amending Title 5 to establish Commercial Cannabis Licensing Regulations; and

WHEREAS, in accordance with Wildomar Municipal Code, the City Council conducted a duly noticed special meeting/hearing to discuss the proposed Ordinance amending Title 5 to establish Commercial Cannabis Licensing Regulations, and at which time interested persons had an opportunity to testify in support of, or opposition to the proposed amendment, and at which time the City Council received public testimony concerning the proposed municipal code amendment.

THE CITY COUNCIL OF THE CITY OF WILDOMAR HEREBY DOES ORDAIN AS FOLLOWS:

SECTION 1: CEQA ENVIRONMENTAL DETERMINATION.

In accordance with the requirements of the California Environmental Quality Act (Public Resources Code § 21000, et seq. ("CEQA")), a review of the potential environmental impacts was conducted by the Planning Department for the proposed Ordinance amending Title 5 to establish Commercial Cannabis Licensing Regulations. Based on this review, the City Council finds that the adoption of this Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to Business and Professions Code section 26055(h), which exempts from CEQA review the adoption of an ordinance, rule, or regulation by a local jurisdiction that requires discretionary review

and approval of permits, licenses, or other authorizations to engage in commercial cannabis activity.

SECTION 2. AMENDMENT TO THE WILDOMAR MUNICIPAL CODE

Title 5 (Business License and Regulations) of the Wildomar Municipal Code is hereby amended to add Chapter 5.76 (Commercial Cannabis Licensing), a new chapter, to read as follows:

CHAPTER 5.76 COMMERCIAL CANNABIS LICENSING

5.76.010 Purpose and Intent.

A. This chapter shall provide for the regulation and licensing of medicinal and adult-use cannabis businesses throughout the city in conformance with applicable state and local laws and regulations pertaining to medicinal and adult-use cannabis.

B. The city council finds that it is necessary for the city to adopt local licensing standards for medicinal and adult-use cannabis businesses for the purpose of controlling and regulating the cultivation, distribution, transport, storage, manufacturing, processing, testing and sale of medicinal cannabis and medicinal cannabis products to qualified patients, and adult-use cannabis and adult-use cannabis products to adults twenty-one years of age and over.

C. The purpose of this chapter is to regulate all commercial cannabis activity in the city, as defined in the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), to the extent authorized by state law and in a manner designed to minimize negative impacts on the city and neighboring uses, and promote the health, safety, morals, and general welfare of residents and businesses within the city.

5.76.020 Relationship to other laws.

A. Except as otherwise specifically provided herein, this chapter incorporates the requirements and procedures set forth in MAUCRSA. In the event of any conflict between the provisions of this chapter and the provisions of MAUCRSA or any other applicable state or local law or regulation, the more restrictive provision shall control.

B. Except as expressly stated herein, cannabis businesses must comply with all other city codes and regulations. Nothing in this chapter shall be construed as permitting a cannabis business to operate at any time in a manner that is in violation of other applicable state and local laws.

5.76.030 Definitions.

Unless otherwise defined herein, the terms in this chapter shall have the same meaning as set forth in MAUCRSA and any rules promulgated pursuant thereto. In addition, the following terms shall be defined as follows:

"Cannabis business" means any person engaged in commercial cannabis activity.

"Certificate of accreditation" means a certificate issued by an accrediting body to a licensed testing laboratory, entity, or site to be registered in the state.

"City" means Wildomar, California.

"City manager" shall mean the city manager of the city or a duly authorized designee.

"Distribution site" means a facility where cannabis and cannabis products are stored or inspected by a distributor for the purposes of distribution.

"Distributor" means a cannabis business that engages in the distribution and transportation of cannabis and cannabis products to other cannabis businesses.

“Fee, application” means the fee paid to the City concurrently with the submittal of an application for a license (initial or renewal) for the purpose of recouping the City’s reasonable costs associated with the processing, review and approval or denial of the license application.

“Fee, regulatory” means the fee paid to the City by a licensee for the purpose of recouping the City’s reasonable regulatory costs in connection with the administration and enforcement of this chapter.

"Good cause" for purposes of denying an initial local license issuance, for suspending or revoking a local license, or for denying a local license renewal, means:

1. The applicant or licensee has violated any of the terms, conditions, or provisions of this chapter, state law, regulations and rules promulgated pursuant to state law, applicable local rules and regulations, or special terms or conditions placed upon its conditional use permit, state license, or local license;

2. The premises has been or is proposed to be operated in a manner that adversely affects the public health, safety or welfare or the safety of the immediate neighborhood in which the establishment is or will be located;

3. The applicant or licensee has knowingly made false statements, misrepresentations or material omissions on an application form, renewal form, or any other document submitted to the city;

4. The applicant or licensee, or any owner of the applicant or licensee, operated a cannabis business in violation of this chapter or Chapter 17.315 of the code;

5. For renewals, suspensions and revocations, the licensee fails to allow inspection of the security recordings, activity logs, or business records of the licensed premises by city officials.

"Identification card" or "ID card" means a valid identification card issued pursuant to Section 11362.7 et seq., of the California Health and Safety Code.

"Identification card holder" or "ID card holder" means an individual who is a qualified patient who has applied for and received a valid ID card pursuant to Article 2.5 of Chapter 6 of Division 10 of the California Health and Safety Code.

"Licensed premises" means a premises for which a local license has been issued pursuant to this chapter.

"Licensee" means a person who has been issued a local license pursuant to this chapter.

"Limited access area" means a building, room or other area that is part of the licensed premises where cannabis is grown, cultivated, stored, weighed, displayed, packaged, or sold to other cannabis businesses with limited access to only authorized personnel.

"Local license" means a license granted by the local licensing authority, pursuant to this chapter.

"Local licensing authority" means the city manager.

"Manufacturing site" means a premises where a manufacturer engages in the manufacture of cannabis products.

"Medicinal and Adult-Use Cannabis Regulation and Safety Act" or "MAUCRSA" means Division 10 of the California Business and Professions Code.

"Medicinal cannabis patient" means both a qualified patient without an identification card and an ID card holder.

"Owner" means any of the following:

1. A person with an aggregate ownership interest of ten percent or more in the person applying for a license or a licensee, unless the interest is solely a security, lien, or encumbrance.

2. The chief executive officer of a nonprofit or other entity.

3. A member of the board of directors of a nonprofit.

4. An individual who will be participating in the direction, control, or management of the person applying for a license.

"Physician," as used in this chapter, shall mean an individual who possesses a license in good standing to practice medicine or osteopathy from the state of California.

"Primary caregiver" shall have the meaning set forth in Section 11362.7(d) of the California Health and Safety Code.

"Qualified patient" shall have the meaning set forth in Section 11362.7(f) of the California Health and Safety Code.

"State law(s)" shall mean and include California Health and Safety Code Section 11362.5 (Compassionate Use Act of 1996); California Health and Safety Code Sections 11362.7 to 11362.85 (Medicinal Marijuana Program Act); the MAUCRSA, and all other applicable laws and regulations of the state of California.

"State license" means a state license issued under MAUCRSA, and includes both an A-license and an M-license, as well as a testing laboratory license.

"State licensing authority" shall mean the state agency responsible for the issuance, renewal, or reinstatement of a state license, or the state agency authorized to take disciplinary action against a state licensee.

5.76.040 Local license in addition to business license or other permit.

The local license required by this chapter shall be in addition and supplemental to any other business registration or any permit required by any ordinance of the city.

5.76.050 Local license required.

A. It is unlawful to operate any cannabis business in the city without first having obtained a local license under this chapter.

B. The city may grant a local license prior to the applicant having obtained a state license. A cannabis business must possess the requisite state and local licenses prior to receiving a certificate of occupancy from the city.

5.76.060 Local license application process.

A. All applications for local licenses required pursuant to this chapter shall be made upon current forms prescribed by the local licensing authority. All applications for local licenses must be accompanied by the application fee as established by resolution of the city council as amended from time to time.

B. An applicant shall file with the local licensing authority the following at the time of application for a local license:

1. An operating plan for the proposed cannabis business including the following information:

a. A general description of the types of products and services to be provided by the facility;

b. A floor plan designating all interior dimensions of the licensed premises and the layout of the cannabis business, including all limited access areas, areas of ingress and egress, and all security cameras. Such floor plan shall also show the principal uses of the floor area depicted therein. For cultivation sites, such floor plan shall distinguish all dimensions of areas in which plants are located;

c. For a retailer, a statement confirming whether delivery service of cannabis to any location outside the premises will be provided and the extent of such service, and in the event delivery is provided, a detailed delivery plan detailing how the retailer will comply with all requirements of this chapter, MAUCRSA, and any other applicable state or local laws.

2. Authorization for the local licensing authority to seek verification of the information contained within the application.

3. Proof of the nature of the cannabis business's organizational status, such as articles of incorporation, by-laws, organizational minutes, partnership agreements, or such other documentation acceptable to the city.

4. Proof that the applicant is, or will be, entitled to possession of the premises for which application is made. Evidence of lawful possession consists of properly executed deeds of trust, leases, evidence of ownership of the licensed premises, or other written documents acceptable to the local licensing authority.

5. The applicant shall provide any additional information that the local licensing authority may request to process and fully investigate the application. Failure to provide such additional information may result in denial of the application.

C. If the application is incomplete, the applicant shall have an opportunity to cure the incompleteness within thirty calendar days of written notice of incompleteness by the local licensing authority.

D. The local licensing authority shall issue a license to any applicant who has submitted a complete application and paid the application fee unless the local licensing authority finds that good cause exists to deny the license.

E. The applicant shall pay to the city the regulatory licensing fee, if any, established by resolution of the city council. The initial regulatory licensing fee shall be due in two equal installments upon the issuance of a certificate of occupancy for the cannabis business premises and six months thereafter, or upon the expiration of the initial license term, whichever occurs first. The initial regulatory licensing fee shall be pro-rated so that no regulatory license fee is owed for the portion of the license term occurring prior to receipt of a certificate of occupancy. Subsequent regulatory licensing fees shall be paid in full every two years concurrently with the renewal of the license.

F. A local license issued pursuant to this chapter shall specify the date of issuance, the period of licensure, the name of the licensee, the address of the licensed premises, and the nature of the cannabis business licensed. All local licenses are valid for two years.

5.76.070 Conditions of approval, administrative rules.

A. The local licensing authority may place conditions upon the approval of any local license which are, in the opinion of the local licensing authority, reasonably related to the protection of the health, safety and welfare of the neighborhood in which the proposed licensed premises is to be located and of the general public.

B. The local licensing authority is authorized to make rules, policies and procedures consistent with the intent and spirit of this chapter concerning the applications, the application process, the information required of applicants, the application procedures, and the administration and procedures to be used and followed in the application process.

5.76.080 Changes and modifications of local licenses.

In addition to any applicable requirements in Chapter 17.315 of this code, the following requirements apply for transfers of or changes to the ownership of a licensee, modifications to a licensed premises, and changes of location of a cannabis business.

A. Change of Ownership. Subsequent to the issuance of a local license, the licensee shall report any transfer of ownership in the cannabis business to the local licensing authority on forms prescribed by the local licensing authority and pay the application fee established by resolution of the city council.

1. A change of ownership that solely involves a previously approved owner no longer being an owner of the cannabis business shall be reported to the local licensing

authority within thirty calendar days of the change. The City will remove a previously approved owner from a license only if notarized statements are submitted by all approved owners consenting to the change, or the change is mandated by order of a court of competent jurisdiction.

2. A change in ownership that involves adding a new owner to the previously approved ownership must be approved by the local licensing authority in advance. The local licensing authority shall approve the change in ownership unless there is good cause to deny the change. All owners must submit notarized statements agreeing to the addition of a new owner to the business.

B. Modification of Licensed Premises. A licensee shall not make physical changes, alterations, or modifications to the licensed premises that materially or substantially alters the licensed premises from the plans approved by the local licensing authority without the prior written approval of the local licensing authority. Material changes include, but are not limited to: an increase or decrease in the total square footage of the licensed premises or the addition, sealing off, or relocation of a wall, common entryway, doorway, or other means of public ingress and/or egress. Applications for modifications of licensed premises shall be made on forms prescribed by the local licensing authority and shall be accompanied by the application fee established by resolution of the city council. The local licensing authority shall approve the proposed modification if it meets all requirements of this chapter and all other applicable state laws and city codes and ordinances, and will not present a threat to the public health, safety or welfare.

C. Change of Location.

1. A licensee may apply to the local licensing authority to change the location previously approved for such local license to any other place in the city, but it is unlawful to engage in any commercial cannabis activity at any such place or location until express permission to do so is granted by local licensing authority, the city has issued a conditional use permit to the licensee for the new location, and a certificate of occupancy has been issued for the new location. Applications for changes of location shall be made on forms prescribed by the local licensing authority and be accompanied by the application fee established by resolution of the city council.

2. In permitting a change of location, the local licensing authority may change any existing conditions of approval on the license and/or add new conditions of approval as determined appropriate by the local licensing authority.

5.76.090 Renewal of local license.

A. A cannabis business that desires to renew its license shall apply for the renewal no less than thirty calendar days prior to the local license's expiration date. If the cannabis business files a renewal application within thirty calendar days prior to expiration, the cannabis business must provide a written explanation detailing the circumstances surrounding the late filing. The local licensing authority may accept or reject such late filing in its discretion. The local licensing authority may elect to administratively continue a local license past its expiration date, provided that the licensee has submitted a renewal application that is pending final action.

B. An application for renewal shall be submitted on forms provided by the local licensing authority, accompanied by the application fee established by resolution of the city council. The following information shall be submitted as a part of the renewal application:

1. Proof that no changes to the ownership of the licensee has occurred since last approved by the local licensing authority.

2. Proof that the licensee is still entitled to the possession and use of the licensed premises.

3. Any other information that the local licensing authority deems necessary to determine whether to renew the local license.

C. The local licensing authority shall renew a local license if the licensee has submitted a complete application and paid the application fee, unless the local licensing authority finds that good cause exists to deny the license renewal. Notwithstanding the foregoing, the local licensing authority in its discretion may elect not to renew any local license if it determines that the licensed premises has not been used for a cannabis business, without reasonable cause as determined by the local licensing authority, during the term of the license.

D. Unless administratively continued pursuant to subsection A, a local license is immediately invalid upon expiration and the cannabis business shall cease operations. If a local license expires, the local licensing authority may approve a renewal of the expired license at any time up to three months from the expiration date of the license. After the license has been expired for three months, the license may not be renewed by the local licensing authority, and the holder of the expired license must apply for and obtain a new cannabis license to resume operations.

5.76.100 Appeal of decision on local license.

Any applicant may appeal the local licensing authority's approval, conditional approval, or denial of an initial local license, renewal thereof, or a change to the license requested under Section 5.76.080, or a revocation or suspension of the license under Section 5.76.210. Such appeal shall be filed with the city clerk within ten calendar days of the date of the decision of the local licensing authority and must state the basis for the appeal. The city clerk will give the appellant written notice of the date, time and place of the appeal hearing. The city council shall hear the appeal de novo and shall not be limited by the rules of evidence. The council may affirm, amend or reverse the decision of the local licensing authority.

5.76.110 Cannabis business operational requirements.

All cannabis business must comply with the requirements set forth in this section.

A. General Obligation to Operate in Compliance. A cannabis business shall operate in compliance with all applicable state and local laws and regulations governing cannabis businesses.

B. General Obligation to Pay Taxes. A cannabis business must pay all applicable taxes pursuant to federal, state, and local law, including but not limited to state and local sales and use taxes and state excise taxes.

C. General Obligation for Compliant Facilities. The licensed premises shall fully comply with all applicable rules, regulations, and laws including, but not limited to, building and safety codes, and the Americans with Disabilities Act.

D. Age Requirement. A cannabis business shall not allow an individual less than twenty-one years of age to work within the licensed premises or handle cannabis and cannabis products.

E. Age Restrictions. A cannabis business may not permit an individual less than twenty-one years of age to enter, or be within, its licensed premises, except that a cannabis business with an M-license from the state may allow persons eighteen years of age or older within the licensed premises if they are an ID card holder or qualified patient with physician's recommendation from a licensed physician.

F. Secure Storage of Product. Cannabis and cannabis products possessed by a cannabis business shall be kept and stored in a secured manner at all times.

G. Cannabis Consumption on Licensed Premises. Smoking, vaporizing, ingesting, or otherwise consuming cannabis and cannabis products at a licensed premises is prohibited. "Licensed premises" as used in this subsection includes the actual building, as well as any accessory structures, common areas and parking areas. A sign shall be posted at each entrance to a licensed premises that clearly and legibly states, "Smoking, vaporizing, ingesting, or otherwise consuming cannabis or cannabis products on these premises or in their vicinity is prohibited and a violation of the Wildomar Municipal Code."

H. Prohibition on Alcohol and Tobacco Sales, Distribution, or Consumption on Licensed Premises. A cannabis business shall not sell, provide, store, or distribute any alcoholic beverages or tobacco products, or allow such products to be consumed on the licensed premises.

I. On-Site Signage. On-site signage for a cannabis business that is viewable from the exterior of the cannabis business shall comply with all local signage laws applicable to the licensed premises, including Chapters 17.251 and 17.254 of this code. Signage may not be designed to appeal to children, or contain any false or misleading statements, or make any misrepresentations.

J. Advertising. A cannabis business shall not advertise in a manner intended to encourage persons under twenty-one years of age to consume cannabis or cannabis products. It shall be unlawful for any cannabis business to make any claims that a product is safe because it is tested. All advertisements, including off-site advertising signs, shall comply with Chapter 15 of MAUCRSA.

K. Display of License. A cannabis business shall display a copy of its local license issued pursuant to this chapter in a conspicuous place at or near the entrance to the licensed premises.

L. No Physician Evaluations on Licensed Premises. A cannabis business shall not permit a physician to evaluate potential medicinal cannabis patients or to provide a

physician's recommendation for medicinal cannabis within its licensed premises. Cannabis businesses shall not offer or provide any form of remuneration to a physician who provides physician's recommendations for medicinal cannabis.

M. Community Relations Designee. A cannabis business must provide the city with the name, phone number, facsimile number, and email address of an on-site community relations representative or staff member or other representative whom the city can contact regarding operating concerns associated with the cannabis business. The cannabis business shall report any change in their community relations designee to the city within ten calendar days.

N. Accurate Weights and Measures. Scales and weighing mechanisms used by a cannabis business to weigh non-waste products must be able to weigh to within 1/100th of a gram, shall be maintained in good working order and shall be subject to annual inspection by either a Riverside County agricultural commissioner's office weights and measures official or a licensed scale company.

O. Waste Disposal.

1. Chemical, Dangerous and Hazardous Waste. Disposal of chemical, dangerous or hazardous waste must be conducted in a manner consistent with federal, state and local laws, regulations, rules or other requirements. This may include, but is not limited to, the disposal of all pesticide or other chemicals used in the cultivation process, certain solvents or other chemicals used in the production of cannabis concentrate.

2. Cannabis Waste. Cannabis waste shall be stored, managed, and disposed of in accordance with Section 5054 (Destruction of Cannabis Goods Prior to Disposal) of Title 16, Division 42 of the California Code of Regulations, as that section may be amended or renumbered from time to time.

P. General Sanitary Requirements. A cannabis business must ensure that its licensed premises are maintained in a sanitary manner and activities on its licensed premises are conducted in a sanitary manner.

1. All facilities of a cannabis business must have adequate and sufficient access to bathrooms and hand-washing facilities with running water at a suitable temperature.

2. Hand-washing facilities shall be located where good sanitary practices require workers to wash or sanitize their hands, and provide effective hand-cleaning and sanitizing preparations and sanitary towel service or suitable drying devices.

3. All workers that engage in the preparation or dispensing of edible cannabis products must comply with the provisions of all relevant state and local laws regarding the preparation, distribution, and sale of food.

Q. Security Requirements. The licensed premises of a cannabis business must comply with all of the following security requirements:

1. Video Surveillance. The licensed premises must be equipped with a video surveillance system that meets all of the requirements set forth in this subsection.

a. Security cameras and digital storage of recordings shall be maintained in good condition and used in an on-going manner, twenty-four hours per day, seven days per week.

b. The security system must maintain at least 90 days of digitally recorded video for each security camera in the licensed premises. Security footage should be stored in an MPEG4, MJPEG, H.264, or another format approved by the local licensing authority in writing.

c. Security cameras must provide adequate and sufficient coverage for the facility, which must include, but need to be limited to, all limited access areas, all areas of ingress and egress, point of sale, the public areas, storage areas, and any other areas as required by this chapter and the MAUCRSA.

d. The video surveillance system must be equipped with a failure notification system that provides prompt notification to the manager of record of the licensed premises of the cannabis business of any surveillance interruption or complete failure of the surveillance system that lasts longer than fifteen minutes.

e. The video surveillance system shall have sufficient battery backup to support a minimum of fifteen minutes of recording in the event of a power outage.

2. Alarm System. The licensed premises shall have an audible interior and exterior security alarm system installed on all perimeter entry points and perimeter windows, operated, and monitored by a security company licensed by the Department of Consumer Affairs, Bureau of Security and Investigative Services.

3. Signage Requirement. The licensed premises must comply with the following signage requirements.

a. A sign shall be posted in a conspicuous place near each point of public access which shall be not less than twelve inches wide and twelve inches long, composed of letters not less than one inch in height, stating "All Activities Monitored by Video Camera."

b. Limited access areas shall be clearly identified by the posting of a sign which shall be not less than twelve inches wide and twelve inches long, composed of letters not less than one-half inch in height, which shall state, "Limited Access Area—Authorized Personnel Only."

4. Lighting. The business entrance(s) and all window areas shall be illuminated during evening hours. The cannabis business shall comply with the city's lighting standards regarding fixture type, wattage, illumination levels, and shielding.

5. Commercial-Grade Locks. All points of ingress and egress to a licensed premises shall ensure the use of commercial-grade, nonresidential door locks or window locks.

6. Notification of Local Licensing Authority and Law Enforcement. A cannabis business shall notify the local licensing authority and the appropriate law enforcement authorities within twenty-four hours after discovering any of the following:

a. Significant discrepancies identified during inventory;

b. Diversion, theft, loss, or any criminal activity involving the retailer or any employee or agent of the retailer;

c. The loss or unauthorized alteration of records related to cannabis, cannabis patients, primary caregivers, or retailer employees or agents; or

d. Any other breach of security.

R. Subletting Prohibited. Licensees are not authorized to sublet any portion of a licensed premises for any purpose, unless all necessary applications to modify the existing licensed premises to accomplish any subletting have been approved by the local licensing authority.

S. Recordkeeping. Cannabis businesses shall keep and maintain all records specified in Chapter 16 of the MAUCRSA and shall make the same available for inspection and examination of the local licensing authority or its duly authorized representatives during standard business hours of the licensed facility or at any other reasonable time. Cannabis businesses are required to exercise due diligence in preserving and maintaining all required records.

T. Transactions. Licensees shall only do business with cannabis businesses that licensed or permitted to do business in their respective jurisdictions.

5.76.120 Retailer operational requirements.

In addition to the operation requirements in Section 5.76.110, a retailer must comply with the requirements set forth in this section.

A. Limited Hours of Operation. A retailer may only be open to the public and engage in sales between the hours of 8:00 a.m. and 10:00 p.m.

B. Window Displays. Cannabis, cannabis products and cannabis paraphernalia shall not be placed in a window display or otherwise placed in a manner primarily intended for individuals outside of the premises to view the products.

C. Age Restricted Entry. A retailer may not permit an individual less than twenty-one years of age into the licensed premises, except a retailer with an M-license from the state may permit an individual aged eighteen years or older into the licensed premises if the retailer verifies the individual is an ID card holder or qualified patient with a physician's recommendation.

D. Cannabis Paraphernalia Sales. Dispensaries may sell or otherwise provide equipment, supplies, and paraphernalia used to consume cannabis and cannabis products.

E. Electronic Point-of-Sale System Required. Dispensaries must have an electronic point of sale system. The electronic point of sale system must be capable of producing an electronic or automatic paper record for all transactions associated with any product sold, rented, or otherwise provided to the customer.

F. No Sales of Expired Product. A retailer may not sell any expired products, cannabis or cannabis products. A retailer shall not alter, edit, or adjust in any manner an expiration date on any item or product once affixed by its manufacturer.

G. Handling of Edible Cannabis Products. A retailer that possesses edible cannabis products shall comply with the provisions of all relevant state and local laws regarding the storage, handling, and sale of food.

H. Delivery of Cannabis and Cannabis Products. A retailer that provides delivery service shall comply with the following requirements:

1. The retailer shall not delivery cannabis or cannabis products to any location outside of California or to any location within California where the delivery of cannabis or cannabis products has been prohibited by the city or county.

2. The delivery service must be approved by the local licensing authority as a part of the licensing process. The deliveries must be conducted in accordance with any relevant state laws, this code, any applicable local laws in the delivery location, and any conditions imposed upon the license.

3. The retailer must keep in place standard operating procedures that ensure the safety and security of those individuals engaging in delivery and the and security of all cannabis being delivered, including procedures to prevent diversion.

4. A retailer may only deliver cannabis to a specific street address requested by the purchaser. Delivery to parks, schools or any other public facilities is prohibited.

5. Upon arrival at the delivery address and prior to transferring any cannabis or cannabis products, the delivery person must verify and confirm that the identity of the recipient is the same as the person who requested the delivery and that the person is either twenty-one years of age or a qualified patient or primary caregiver.

6. A retailer shall report to the local licensing authority and local law enforcement any vehicle accidents, diversions, losses, or other reportable incidents such as thefts or suspicious activity, that occur during transportation and delivery, within twenty-four hours.

7. The delivery shall keep a delivery manifest that includes the following information:

a. All cannabis that will be transported, accurately inventoried;

b. Departure date and approximate time of departure;

c. Arrival date and approximate time of arrival;

d. Name, address, local license number and CUP number of the originating cannabis business;

e. Name and address of the individual requesting the delivery;

f. Delivery vehicle make, model, and license plate number; and

g. Name and signature of the individual transporting the cannabis.

8. Sale of Live Plants. A retailer may sell and offer for sale seeds and immature cannabis plants, but shall not sell or offer for sale live mature cannabis plants. The retailer may provide light and water to immature cannabis plants being offered for sale but may not engage in any other cultivation activity unless the retailer is licensed and permitted by the State and the city to engage in cannabis cultivation. For the purposes

of this provision, an immature cannabis plant is defined as a non-flowering cannabis plant that is shorter and narrower than 18 inches.

5.76.130 Manufacturing site operational requirements.

In addition to the operational requirements in Section 5.76.110, manufacturers must comply with the requirements set forth in this section.

A. Edible Cannabis Products. Edible cannabis products shall be manufactured, packaged and labeled in compliance with MAUCRSA and any implementing regulations adopted by the state.

1. Edible cannabis products must be individually packaged and ready for sale by the manufacturer prior to sale or transfer to another cannabis business.

2. Any person that is involved in the manufacture of edible cannabis products must be a state certified food handler. The valid certificate number of such person must be on record at the manufacturing site where that individual produces edible cannabis products.

3. Any facility used by a cannabis business to manufacture edible cannabis products shall be constructed, operated and inspected in accordance with the applicable building code and applicable food safety requirements.

4. A cannabis business that manufactures edible cannabis products must comply with the provisions of all relevant state and local laws regarding the preparation, distribution, and sale of food; which shall include, but not be limited to, hand-washing requirements, use of gloves for packaging, and policies prohibiting individuals suffering from symptoms associated with communicable diseases or infections from engaging the production of edible cannabis products.

B. Expiration Date. A cannabis business engaged in the manufacture of cannabis products, including an edible cannabis product, that is perishable shall assign an expiration-date or use-by date, whichever is appropriate, to all perishable cannabis products. Once an expiration date or use-by date is assigned to cannabis products, it shall be unlawful for a person to alter that date or affix a new label with a later use-by or expiration date.

C. Extraction Requirements.

1. A manufacturer engaged in extraction may only engage in type of extraction approved by the local licensing authority in its application for a local license. The licensee shall not make any modifications to the method of extraction without first obtaining a modification of its local license.

2. Within the limitations set forth by state law, a cannabis business that extracts cannabis or produces cannabis concentrate using a solvent must use a professional-grade, closed-loop extraction system capable of recovering the solvent used and must only use a solvent that is permissible under the MAUCRSA and the manufacturer's state license.

5.76.140 Cultivation operational requirements.

In addition to the operational requirements in Section 5.76.110, a cultivator must comply with the requirements set forth in this section.

A. Cultivators must comply with the Federal Worker Protection Standard (40 CFR 170).

B. The cultivation of cannabis must be conducted in accordance with all applicable federal, state, and local laws and regulations governing the use of pesticides.

C. The use of pesticides must be recorded in a log in accordance with 16 CCR Section 1970.

D. The cultivation of cannabis shall be conducted in a secure manner and shall not be visible from a public right-of-way. As used in this subsection D, the term "visible" means capable of being seen without visual aid by an individual of normal acuity.

E. A licensee may not distribute, sell, dispense, or administer cannabis on the licensed premises of a cultivation site except for as authorized by the MAUCRSA and other applicable state law.

5.76.150 Distribution operational requirements.

In addition to the operational requirements in Section 5.76.110, distributors shall comply with the requirements of this section.

A. Quality Assurance and Testing.

1. Prior to distribution, the distributor shall inspect cannabis for quality assurance as required by MAUCRSA and to ensure the labeling and packaging of the cannabis and cannabis products conforms to the requirements of this chapter and MAUCRSA.

2. Distributors shall ensure that cannabis and cannabis products in its custody are tested by a licensed testing laboratory in accordance with MAUCRSA prior to distributing the cannabis and cannabis products to a retailer.

B. Transportation.

1. A distributor may not transport cannabis to or from another cannabis business outside the state of California.

2. An individual may only transport cannabis on behalf of a distributor if the individual:

a. Is an employee of the distributor and is listed on the distributor's employee list;

b. Possesses a copy of the distributor's local license; and

c. Possesses a copy of a transportation manifest that meets all the requirements of MAUCRSA and subsection (B)(3).

3. Transportation Manifest.

a. A cannabis business must create a transportation manifest in accordance with this chapter for every transport and delivery of cannabis. A cannabis business must ensure that a copy of the appropriate transportation manifest accompanies every transport and delivery of cannabis and is kept for retention by the originating cannabis business in compliance with Section 5037 (Record Retention) of Title 16, Division 42 of the California Code of Regulations.

b. If a cannabis businesses makes multiple pick-ups or deliveries during a single trip, then a separate transportation manifest shall be required for each pick-up or delivery.

c. A transportation manifest will be deemed sufficient if it accurately reflects:

i. All cannabis that will be transported to the address reflected on the manifest, accurately inventoried to include the weight of any raw cannabis or cannabis concentrate and the number of individual cannabis products;

ii. Departure date and approximate time of departure;

iii. Arrival date and approximate time of arrival;

iv. Name, address, local license number and CUP number (or, for cannabis businesses outside of Cathedral City, a similar number issued by the cannabis business's local jurisdiction) of the originating cannabis business;

v. Name, address, local license and CUP number (or, for cannabis businesses outside of Cathedral City, a similar number issued by the cannabis business's local jurisdiction) of the receiving cannabis business;

vi. Delivery vehicle make, model, and license plate number; and

vii. Name and signature of the individual transporting the cannabis.

4. A cannabis business with a local license may only transport cannabis between licensed premises by way of motor vehicle, unless the transport is between two licensed premises that are within the same building or at the same street address.

5. A cannabis business with a local license shall transport cannabis in a manner that is secure and not visible from outside the vehicle.

6. An employee transporting cannabis pursuant to this chapter must take a direct route from the distributor to the destination of the other cannabis business(es) and may not make any stops other than those necessary in the ordinary course of business.

C. Bonding. Transporters shall comply with applicable state laws and regulations, if any, requiring that they be bonded and insured.

D. Preparation of Cannabis and Cannabis Products for Transportation.

1. All cannabis and cannabis products must be appropriately and completely tracked in a cannabis business's inventory tracking system prior to transportation to another cannabis business. This must include verifying and documenting the weight of any raw cannabis or cannabis concentrate and the number of individual cannabis products being transported.

2. Preparations for the transport of cannabis and cannabis products must be conducted in a limited access area on camera.

E. Receiving Cannabis and Cannabis Products.

1. A distributor may not receive cannabis or cannabis products unless accompanied by a transportation manifest that meets all of the requirements set forth in subsection (B)(3). The distributor must retain copies of transportation manifests associated with all deliveries of cannabis.

2. Immediately upon receipt, all cannabis and cannabis products must be appropriately and completely tracked in the distributor's inventory tracking system. This must include verifying and documenting the weight of any raw cannabis or cannabis concentrate and the number of individual cannabis products being transported.

F. Perishable Cannabis Products. A cannabis business must provide adequate refrigeration when engaged in the transportation of perishable cannabis products.

5.76.160 Testing laboratory operation requirements.

In addition to the operational requirements in Section 5.76.110, a testing laboratory shall comply with the requirements of this section.

A. No Other Ownership. An owner of a testing laboratory shall not have an ownership or other direct financial interest in any other commercial cannabis business license type.

B. Accreditation. A testing laboratory shall obtain and maintain ISO/IEC 17025 accreditation.

C. Operating Procedures. A testing laboratory shall adopt and adhere to standard operating procedures to ensure the reporting of accurate test results, including, but not limited to, equipment, calibration, and methodology standards, that are consistent with its ISO/IEC 17025 accreditation.

1. A testing laboratory shall obtain samples of cannabis and cannabis products for testing in accordance with a statistically valid method designed to ensure that a sample is representative of the whole. Sampling methods should have at least a ninety-five percent confidence rate.

2. A testing laboratory shall destroy and safely dispose of the remains of any samples of cannabis or cannabis products tested upon completion of the analysis and the expiration of any retention time pursuant its standard operating procedures.

3. A testing laboratory shall maintain all testing results as a part of their respective business records and must keep such records in compliance with Section 5037 (Record Retention) of Title 16, Division 42 of the California Code of Regulations.

5.76.170 Packaging and labeling.

A. Compliance with State Law. All packaging and labeling of cannabis and cannabis products by a cannabis business must, at a minimum meet the requirements of Chapter 12 of MAUCRSA and any implementing regulations, as the same may be amended from time to time or superseded or replaced by subsequent state legislation or by any state department or division.

B. Tamper-Evident, Child-Resistant Packaging Required. Prior to delivery or sale at a retailer to a purchaser, cannabis and cannabis products shall be labeled and placed in a resealable, tamper-evident, child-resistant package and shall include a unique identifier for the purposes of identifying and tracking cannabis and cannabis products.

C. Cannot Be Attractive to Children. Cannabis packaging and labeling shall not be designed to appeal to children, including, but not limited to, cartoon characters or similar images.

D. State-Mandated Warnings and Information. All cannabis and cannabis product labels and inserts shall include the state-mandated warnings and information contained in Business and Professions Code Section 26120(c).

5.76.180 Visitor requirements.

A. Visitors. Any individual permitted to enter a limited access area who is not an owner or employee of the cannabis business is a visitor for the purposes of this section. Notwithstanding the foregoing, state and local employees, or their official designees, shall not be considered a visitor provided the individual is on the licensed premises for purposes of official government business.

B. Visitors Identification and Record Requirements. Prior to permitting a visitor into a limited access area, a cannabis business must check the individual's valid government issued identification. The visitor shall be required to sign the cannabis business's visitor log, which must include the individual's name, date of entry, and purpose for entry.

C. Visitors Must Be at Least Twenty-One Years of Age. A cannabis business may not permit a visitor who is less than twenty-one years of age to enter a limited access area.

D. Visitors Prohibited Conduct. A visitor shall not be permitted to engage in the cultivation, preparation, processing, manufacturing, packaging, labeling, transportation, or sale of cannabis.

5.76.190 Limitations on City's liability.

To the fullest extent permitted by law, the city shall not assume any liability whatsoever, with respect to approving any local license pursuant to this chapter or the operation of any cannabis business approved for such local license pursuant to this chapter. As a condition of approval a local license granted under this chapter, the applicant or its legal representative shall:

A. Indemnify and hold the city harmless from any and all claims, damages, legal or enforcement actions, including, but not limited to, any actions or claims associated with violation of federal law associated with the operation of the cannabis business and delivery of cannabis as provided in this chapter; and

B. Maintain insurance in the amounts and of the types that are acceptable to the city pursuant to guidelines and policies set forth by the local licensing authority; and

C. Name the city as an additionally insured on all city-required insurance policies; and

D. Defend, at its sole expense, any action against the city, its agents, officers, and employees related to the approval of a local license or the operation of the cannabis business; and

E. Reimburse the city for any court costs and attorney fees that the city may be required to pay as a result of any legal challenge (or federal enforcement action) related to the city's approval of a local license or conditional use permit. The city may, at its sole discretion, participate at its own expense in the defense of any such action, but such participation shall not relieve the operator of its obligation hereunder.

5.76.200 Inspections.

A. Recordings made by security cameras at any cannabis business shall be made immediately available to the local licensing authority upon verbal request for law or regulatory enforcement and criminal investigation purposes. Such recordings shall be considered confidential and shall not be released to the public pursuant to Government Code Section 6254(f) without the consent of the licensee.

B. The local licensing authority shall have the right to enter all cannabis businesses from time to time unannounced for the purpose of making reasonable inspections to observe and enforce compliance with this chapter. Such inspections shall be limited to observing the licensed premises for purposes of determining whether the cannabis business is being operated or maintained in compliance with this code, state law, and other applicable laws and regulations. Any cannabis business licensed pursuant to this chapter may be required to demonstrate, upon demand by the local licensing authority that the source and quantity of any cannabis or cannabis products found upon the licensed premises is in full compliance with any applicable local or state law or regulation.

C. The local licensing authority shall have the right to inspect records of medicinal cannabis patients and primary caregivers that have made purchases of medicinal cannabis or medicinal cannabis products from a retailer for the sole purpose of determining whether any and all such individuals are qualified to make such purchases.

Such inspections of records shall not be used for any other purposes, nor shall the records be removed off-site by the city without a court order.

D. The local licensing authority may delegate an act required to be performed pursuant to this section to any code enforcement officer or official of the city, including, without limitation, the chief of police, the fire chief, the building official, the finance director, the city attorney, or any designee of such officers or officials.

E. Applicants and licensees must cooperate with the local licensing authority and his designees who are conducting inspections or investigations relevant to the enforcement of laws and regulations related to this chapter.

5.76.210 Enforcement; Suspension and Revocation of License.

A. The provisions of this chapter may be enforced by the local licensing authority by any means provided for in Chapter 1.16 of this code in addition to any and all other remedies, civil, equitable or criminal, afforded to the city under the law. The operation of a cannabis business in violation of this chapter or any conditions of approval placed on a licensee's local license is hereby deemed to be a public nuisance.

B. In addition to any other remedies available to the city under the law, a license issued under the terms of this chapter may be suspended or revoked by the local licensing authority if he or she concludes any of the following:

1. The cannabis business or licensee has violated any of the requirements of this chapter, chapter 17.315, the applicable conditional use permit, or the applicable development agreement.

2. The cannabis business is being operated in a manner which constitutes a nuisance.

3. The cannabis business is being operated in a manner which conflicts with or violates State Laws.

4. A licensee’s conditional use permit or development agreement issued pursuant to Chapter 17.315 of this code has been terminated or revoked.

5. A licensee’s state license has been suspended, terminated, or revoked.

C. A license may be suspended or revoked by the local licensing authority as follows:

1. For a first violation within a 24 month period, the license may be suspended for 10 days.

2. For a second violation within a 24 month period, the license may be suspended for 30 days.

3. For a third violation within a 24 month period, the license may be suspended for 60 days.

4. For a fourth or subsequent violation within a 24 month period, the license may be revoked, and no new license may be issued to any owner of the subject cannabis business for a period of at least one year.

D. Notwithstanding paragraph B of this section, any suspension of a local license that is due to the suspension of the licensee's state license shall be no shorter than the length of time the state license is suspended.

SECTION 3. SEVERABILITY

If any Chapter, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will 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 Chapter, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more Sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional."

SECTION 4. EFFECTIVE DATE.

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

SECTION 5. CITY CLERK ACTION

The City Clerk is authorized and directed to cause this Ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the City in accordance with Government Code Chapter 36933(a) or, to cause this Ordinance to be published in the manner required by law using the alternative summary and posting procedure authorized under Government Code Chapter 39633(c).

APPROVED AND ADOPTED this 10th day of June, 2020.

Dustin Nigg
Mayor

APPROVED AS TO FORM:

Thomas D. Jex
City Attorney

ATTEST:

Janet Morales
Acting City Clerk

CITY OF WILDOMAR
INCORPORATED
July 1, 2008
STATE OF
CALIFORNIA

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)
CITY OF WILDOMAR)

I, Janet Morales, Acting City Clerk of the City of Wildomar, California, do hereby certify that the foregoing Ordinance No. 188 was introduced at an adjourned regular meeting of the City Council of the City of Wildomar, California, on May 28, 2020, and was duly adopted at a regular meeting held on June 10, 2020, by the City Council of the City of Wildomar, California, by the following vote:

AYES: Benoit, Morabito, Mayor Nigg

NOES: Swanson, Mayor Pro Tem Moore

ABSTAIN: None

ABSENT: None

Janet Morales
Acting City Clerk
City of Wildomar

CITY OF WILDOMAR INCORPORATED July 1, 2008 STATE OF CALIFORNIA

CANNABIS BUSINESS SUMMARY (As of December 15, 2024)

1) **Stiiizy/Authentic Wildomar** (PA 20-0081) cannabis business located at 36330 Hidden Springs Road, (Wildomar Square) in the C-P-S zone (APN: 380-110-056). Tak Sato, Applicant, 310-488-5707

   Status: Active two-year Local License in good standing and is due to be renewed around September 17, 2024; CUP/DA originally approved by City Council on December 16, 2020; Cannabis business operating in good standing and paying their DA & Regulatory fees.

2) **The Cake House "West"** (PA 20-0084) cannabis proposal located at 32475 Clinton Keith Road (Bear Creek Plaza) in the C-1/C-P zone (APN: 380-140-006 & 007). Saad Pattah, Applicant (760) 703-7357.

   Status: Active two-year Local License in good standing and is due to be renewed around October 1, 2024; CUP/DA originally approved by City Council on January 13, 2021; Cannabis business operating in good standing and paying their DA & Regulatory fees.

3) **Culture Cannabis Club** (PA 20-0078) cannabis proposal located at 33980 Mission Trail, Suite #A in the C-1/C-P zone (APN: 366-160-070). Macy Newell, Applicant (714) 310-9023.

   Status: CUP/DA originally approved by City Council on December 16, 2020 w/a revision/expansion approved on November 10, 2021. This business has recently closed down & has vacated the property. Their active two-year Local License expired on September 24, 2024 and was not renewed. Notification sent to the State for the record. Stiiizy is current negotiating a lease with the property owner to establish a 2nd store at this location.

4) **The Bakery (Now Buzz Cannabis)** (PA 20-0086) cannabis proposal located at 22812 Palomar Street (Ste. #100 - 101) in the C-1/C-P zone (APN: 380-130-028). Kendra Minkler, Applicant (818) 271-7080.

   Status: Active two-year Local License in good standing and is due to be renewed around in early October 2024 (good for 2 years); CUP/DA originally approved by City Council on March 9, 2022; Applicant recently requested minor administrative changes to reduce the size of the lease space from 4 to 2 spaces. Tenant Improvement plans are being reviewed by the City with an opening projected in early 2025.

5) **The Cake House "East"** (PA 24-0035) A new cannabis proposal located at 23825 Catt Road (Catt Crossings Retail Center just west of Chevron station) in the C-P-S zone (APN: 380-240-001). Saad Pattah, Applicant (760) 703-7357.

   The Applicant submitted a Local License retail cannabis application on April 23, 2024 and was approved by City Staff in June 2024. Applicant intends to occupy an approved (not yet built) retail building (3,936 square-foot lease space) in the recently approved Catt Crossings retail center. The CUP and DA applications were approved by Planning Commission and City Council in October and November 2024, respectively.

EXPIRED CANNABIS LICENSES

- **Veterans Wildomar Central (20-0083)** cannabis proposal located at 23080 Wildomar Trail (formerly Baxter Rd.) in the C-1-C-P zone (APN: 367-300-004). Saad Pattah, Applicant (760) 703-7357.
  Status: Local License was approved on Oct. 1, 2020 but was not renewed on October 1, 2022 due to inaction on submittal of CUP/DA applications. Applicant will need to start over if they decide to move forward.

- **Veterans Wildomar North (20-0085)** cannabis proposal located on the north side of Bundy Canyon Road about 210 feet east of Mission Trail in the C-1/C-P zone (APN: 366-160-014). Saad Pattah, Applicant (760) 703-7357.
  Status: Local License was approved on Oct. 1, 2020 but was not renewed on October 1, 2022 due to inaction on submittal of CUP/DA applications. Applicant will need to start over if they decide to move forward.

CITY OF WILDOMAR
MEETING (CCR)
GENERAL BUSINESS
Agenda Staff Report # 3.5
Meeting Date: February 12, 2025

SUBJECT: Initiate Discussion Regarding Naming Criteria for Future Parks

SUBMITTED BY: Daniel Torres, Community Services Director

ACTION:
1). Review the naming criteria for public parks, facilities, and trials,
2). Select parks that will be considered for naming,
3). Develop an Ad-Hoc Subcommittee to review submissions.

SUMMARY:
The city currently has three undeveloped park sites and one site awaiting city acceptance. Two of the undeveloped park locations are in the final design phase prior to going out to bid for construction. Reviewing the process of naming these park locations was mentioned as a future agenda item.

BACKGROUND:
Resolution 2012-15 established criteria for naming public parks, facilities, and trails. The resolution lists (1) purpose, (2) definition of the city site, (3) guidelines and conditions, (4) criteria for specific naming, (5) criteria for general naming, and (6) process and procedures.

DISCUSSION:
Under the guidelines and conditions of the approved criteria, names to sites are to be easy and recognizable, can be based on geographic location, and may include a prominent form of topography, plant, bush, tree, and historical. Naming after individuals or organizations that have made contributions of regional or community significance for sites that serve regionally. Naming after individuals or organizations that made contributions of area neighborhood-wide significance may be considered for naming sites serving a neighborhood.

If a site is to be named to recognize an individual who has made a significant contribution to the City of Wildomar, the individual must be deceased or living yet retired or professionally/ politically inactive, and the individual must not have been convicted of a felony. A request for naming a site may only be considered if at least one or more of the six requirements are satisfied. Those requirements can be found within the section "general naming criteria."

This discussion will focus solely on site names and not on dedications or memorials listed in the criteria.

All requests must meet a minimum requirement before being submitted to the city clerk. The clerk forwards all requests to a subcommittee, which provides a recommendation to the city council. The council evaluates the request and provides final approval. All decisions made by

the City Council are final and become effective immediately.

For the council's discussion is the selection of parks undergoing through the naming process. The unnamed park sites are the 11-acre park that is located on the southwest corner of Grand Ave and Leslie Street, the 20-acre park located behind the Ann Sullivan Preschool adjacent to the Windsong housing community, the 27-acre park located along Wildomar Trail behind Ronald Reagan Elementary School, and the park at Boulder Creek recently developed by Beazer Homes. These sites all fall under the definition of parks and park sites under the naming criteria.

Should the council decide to proceed with the naming process, the council may develop an ad-hoc subcommittee or utilize an existing subcommittee that will review all requesting satisfying requirements. The council should also clarify which park sites are intended to be named.

FISCAL IMPACT:
There is no fiscal impact in initiating the site naming process.

ATTACHMENTS:
ATTACHMENT A - Resolution 2012-15
ATTACHMENT B - Naming Criteria Slide Presentation

RESOLUTION NO. 2012 - 15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING A NAMING CRITERA FOR PUBLIC PARKS, FACILITIES AND TRAILS

WHEREAS, the City recognizes that it lacks a criteria pertaining to the naming of public parks, facilities and trails; and

WHEREAS, the City has determined that It is necessary and proper to establish a criteria for the naming of public parks, facilities and trails; and

WHEREAS, the City Council has determined that a criteria for the naming of public parks, facilities and trails would benefit the residents of the City by creating a stronger sense of community; a sense of identity and place; a connection between past and present; and enhancing a sense of history.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILDOMAR DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council of the City of Wildomar finds that the above recitals are true and correct.

Section 2. The naming criteria for Public Parks, Facilities and Trails, attached as Exhibit A and incorporated herein, is hereby approved.

Section 3. These Criteria shall be in full force and effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED this 11th day of April, 2012.

Ben Benoit
Mayor

APPROVED AS TO FORM:

Thomas D. Jex
City Attorney

ATTEST:

Debbie A. Lee, CMC
City Clerk

EXHIBIT A

NAMING CRITIERA FOR PUBLIC PARKS, FACILITIES AND TRAILS

1. **PURPOSE**

The purpose of the criteria is to provide guidelines and procedures for the naming of public parks, facilities and trails including, but not limited to:

- Public parks and facilities including buildings, support facilities and recreation facilities; and
- Dedication/memorial objects or symbols including, plaques, living trees, public benches, rocks, memorial flagpoles and sculptures.

This criterion is provided to recognize individuals (deceased or living but retired or professionally/politically in-active) or community organizations (active or non-active) that have made a significant contribution to the City of Wildomar by naming, or possibly renaming, public parks, facilities and trails in their honor.

The naming of these public parks, facilities and trails benefits the residents of the City by:

- Creating a stronger sense of community;
- Promoting a sense of identity and place;
- Providing for a connection between past and present; and
- Enhancing a sense of history in the community.

2. **DEFINITIONS**

A. **Parks and Park Sites**: Owned and managed by the City, used for public recreation purposes and include developed and undeveloped park areas and designated open space areas.

B. **City Buildings/Facilities**: City owned facilities used to conduct City business. Buildings may include, but are not limited to, City Hall, Fire Stations, Police Stations, Arts Centers, Senior Center, Health & Wellness Center, Teen Center, Aquatics Center, Youth Center, City Council Chambers and Community Meeting Rooms.

C. **Recreation Facilities, Trails & Amenities**: Facilities/amenities that could be located within a public park or part of a facility or a segment/portion of a trail. These include, but are not limited to, athletic fields, gymnasiums, and pavilions, meeting rooms, skate parks, picnic shelters, benches, tennis and basketball courts, playground equipment, golf courses, recreation centers and trails (pedestrian, biking and equestrian).

D. **Support Facilities**: City owned facilities that are used to support field operations. Support facilities may include such facilities as a Corporation Yard.

3. NAMING GUIDELINES AND CONDITIONS:

A. The criteria set by City Council is provided for naming of public parks, facilities and trails in a manner that will provide an easy and recognizable reference for City residents and visitors.

B. The naming of a public park, facility and trail may be based on the geographic location of said facility within a specific place, neighborhood, regional area of the City, or the City itself, if the facility is deemed to serve the entire community or the surrounding areas.

C. The naming of a public park, facility and trail may include a prominent form of topography, a prominent plant, bush or tree and historical (pre-city incorporation, July 1, 2008) precedent.

D. Individual and organizations that have made contributions of regional or community wide significance may be considered for naming of public parks, facilities and trails that serve the region or community.

E. Individuals and organizations that have made contributions of area or neighborhood-wide significance may be considered for naming of public parks, facilities and trails that serve areas or neighborhoods within the City, including recreational facilities and amenities within public parks.

F. Public parks, facilities and trails or portions thereof may be dedicated in memory or honor of, individuals or organizations and are encouraged to be in the form of facility improvements or enhancements.

G. The naming of a public park, facility and trail shall recognize individuals (deceased or living yet retired or professionally/politically in-active) or community organizations (active or non-active) that have made a significant contribution to the City of Wildomar.

H. Dedications and Memorials:

   a. Any individual, family, group or organization sponsoring a dedication or memorial must provide sufficient funds to purchase, install, and maintain any plaque or other form of label associated with the recognition. The City will make every effort to preserve any dedication plaque or memorial through regular standard of landscape care. If necessary, due to repair of surrounding areas, construction or redesign of a facility, the dedication or memorial object may be relocated at the City's expense. If the plaque or other dedication object cannot continue to be reasonably maintained, it may be removed by the City and returned to its owner.

   b. If the dedication includes the gift of a tree or plant, the City will provide its regular standard of landscape care for the tree or plant. If the tree or plant

does not survive, the City is not obligated to provide a replacement. If so, the sponsor must provide sufficient funds to purchase and reinstall said tree or plant.

c. If the dedication includes the gift of an object (e.g. bench, picnic table, play ground equipment), the City will provide its regular standard of care and maintenance for the object. If the object is damaged due to vandalism; becomes unusable due to age, wear and tear or is stolen, the City is not obligated to replace or repair the object. If so, the sponsor must provide sufficient funds to purchase and re-install said object.

3. SPECIFIC NAMING CRITIERA:

The following criteria must be met when requesting to provide a name for public parks, facilities and trails. No part of these criteria shall conflict with any City ordinance, code or other laws and regulations.

A. Names with connotations which by contemporary community standards are derogatory or offensive shall not be considered.

B. Individuals must be retired or in-active from their profession or political office which provided the basis for their significant contribution to the community.

C. The individual must not have been convicted of a felony.

D. “Dedications” are in recognition of an outstanding service, a donation or contribution to the public park, facility, trail or community or, in “Memory” of someone who has made a substantial contribution to the public park, facility, trail or community.

E. Dedications and memorials must blend with or complement the existing public park, facility or trail.

4. GENERAL NAMING CRITIERA

Requests for the naming of public parks, facilities and trails including, but not limited to; public parks, facilities and trails including, buildings, support facilities and recreation facilities; and the placement of dedications or memorial objects or symbols (plaques, living trees, public benches, rocks, memorial flagpoles and sculptures) in, or on, public parks, facilities and trails in honor of individuals (deceased or living yet professionally/politically inactive) or community organizations (active or non-active) may only be considered if at least one or more of the following eligibility criteria below is satisfied.

A. The individual, their family or a community organization has made exceptional contributions to the City, including, but not limited to, financial gifts, public service , dedications, contributions, etc.

B. The individual was/is a resident of the City of Wildomar for at least fifteen (15) years.

C. Individual: The person for whom the public park, facility or trail is being named, died in the line of duty serving in the military of the United States of America.

D. Individual: The person for whom the public park, facility or trail is being named, died while performing a heroic act (e.g., saving the life of another person).

E. The "Historic" designation category can be used when the naming designation:
   a. Exceeds 50 years in the community; or
   b. Before City incorporation (prior to July 1, 2008)

F. The "Patron" designation category can be used when the naming designation:
   a. Less than 50 years in the community
   b. After City incorporation (July 1, 2008).

5. PROCESS & PROCEDURES

A. All requests for the naming of public parks, facilities and trails must be submitted in writing to the City Clerk. Such requests, at a minimum, must provide the following:

   1. Name of petitioner.
   2. Description of the request and how the naming criteria is met.
   3. Location/address of the public park, facility, trail or area of the city.
   4. Desired date for the City Council to consider the request.
   5. Desired date of dedication/ceremony, if possible, to have the naming of the public park, facility or trail.
   6. Authorization from the individual or organization for which the public facility will be named (if not same as petitioner).

B. The City Clerk shall then forward the request to the appropriate sub-committee/department for review and recommendation.

C. The sub-committee/department will submit valid requests to the City Council at the earliest possible meeting for consideration.

D. The Clerk shall notify the petitioner of the date and time for City Council consideration and/or the subsequent action by the City Council.

E. The City Council shall evaluate the naming of public parks, facilities and trails.

F. The City Council shall have the final authority to approve names of public parks, facilities and trails.

G. Once the City Council acts on a request, the decision is final and becomes effective immediately. This process does not apply to the renaming of

streets.

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)
CITY OF WILDOMAR)

I, Debbie A. Lee, CMC, City Clerk of the City of Wildomar, California, do hereby certify that the foregoing Resolution No. 2012 - 15 was duly adopted at a regular meeting held on April 11, 2012, by the City Council of the City of Wildomar, California, by the following vote:

AYES: Mayor Benoit, Mayor Pro Tem Walker, Council Members Moore, Swanson

NOES: None

ABSTAIN: None

ABSENT: Council Member Cashman

Debbie A. Lee

Debbie A. Lee, CMC
City Clerk
City of Wildomar

NAMING CRITERIA FOR PUBLIC PARKS, FACILITIES AND TRAILS

City of Wildomar
City Council Meeting
January 15, 2025

01. REVIEW NAMING CRITERIA

02. REVIEW PARK LOCATIONS FOR NAMING

03. DEVELOP AN AD-HOC SUBCOMMITTEE

01.

NAMING CRITERIA

Resolution 2012-15

DEFINITIONS

Parks and Park Sites

Owned and managed by the City, include developed and undeveloped park areas and designated open space areas.

City Buildings/ Facilities

City owned facilities used to conduct City business.

Recreation Facilities, Trails and Amenities

Located within a public park or part of a facility or segment/ portion of a trail.

GUIDELINES AND CONDITIONS

SUMMARY

A Provide an easy and recognizable reference.

B May be base on geographic location.

C May include a prominent form of topography, prominent plant and historical precedent.

D Individual and organization that have made a contribution of regional significance may be considered for sites that serve the region.

E Individual and organization that have made a contribution of area or neighborhood-wide significance may be considered for sites that serve the neighborhood and/or its amenities.

F Portions of sites may be dedicated in memory or honor of, individual or organization and are encouraged to be in the form of facility improvement or enhancement.

G Naming shall recognize individuals or community organizations that have made significant contribution to the City of Wildomar.

H - DEDICATIONS & MEMORIALS

A

Sponsoring a dedication or memorial must provide sufficient funds to purchase, install, and maintain any plaque or other form of label associated with the recognition.

B

If the dedication includes the gift of a tree or plant, the City will provide its regular standard landscape care for the tree of plant.

C

If the dedication includes the gift of an object, the City will provide its regular standard of care and maintenance of the object.

Note: City is not obligated to replace or repair any plant or object

SPECIFIC NAMING CRITERIA

A Name with connotations which by contemporary community standards are derogatory or offensive shall not be considered.

B Individual must be retired or in-active from their profession or political office which provided the basis for their significant contribution to the community.

C The individual must not have been convicted of a felony.

D "Dedications" are in recognition of an outstanding service, a donation or contribution to the public park, facility, trail, community or, in "Memory" of someone who has made a substantial contribution to the public park, facility, trail or community.

E Dedications and memorial must blend with or complement the existing public park, facility or trail.

GENERAL NAMING CRITERIA

May be considered if at least one or more are satisfied

A Made exceptional contribution to the City, including but not limited to, financial gifts, public service, dedications, contribution, etc.

B Was/is a resident of the City of Wildomar for at least fifteen (15) years.

C Died in the line of duty serving in the military of the United States of America.

D Died while performing a heroic act.

E **Historic Category:**
A. Exceeds 50 years in the community
B. Before City Incorporation

F **Patron Category:**
A. Less than 50 years in the community
B. After City Incorporation

PROCESS & PROCEDURES

01. NAME OF PETITIONER

02. DESCRIPTION OF THE REQUEST/ HOW CRITERIA IS MET

03. LOCATION/ ADDRESS OF THE SITE

04. DESIRED DATE FOR CITY COUNCIL TO CONSIDER THE REQUEST

05. DESIRED DATE OF DEDICATION/CEREMONY, IF POSSIBLE

06. AUTHORIZATION FROM THE INDIVIDUAL OR ORGANIZATION FOR WHICH THE PUBLIC FACILITY WILL BE NAMED.

PROCESS & PROCEDURES

OPEN TO PUBLIC

Public submit requests for the naming of park location to City Clerk. The City Clerk will forward request to subcommittee.

AD-HOC SUBCOMMITTEE

The subcommittee will submit valid requests to the City Council at the earliest possible meeting for consideration.

The clerk will notify the petitioner of the date and time of consideration by the City Council.

CITY COUNCIL

City Council shall evaluate the naming and have the final authority to approve name.

Once the City Council acts on a request, the decision is final and becomes effective immediately.

02.

UNDEVELOPED PARK SITES

PARK SITES

27 ACRE

Located along Wildomar Trail behind Ronald Reagan Elementary School

BOULDER CREEK

Recently developed by Beazer Homes and yet to be accepted by the City

20 ACRE

Located behind the Ann Sullivan Preschool adjacent to the Windsong housing community

11 ACRE

Located on the southwest corner of Grand Ave and Leslie Street

NEXT ACTIONS

02.

03.

- Select Park Locations
- Create Ad-Hoc Subcommittee

THANK YOU

CITY OF WILDOMAR
MEETING (CCR)
FUTURE AGENDA ITEMS

Meeting Date: February 12, 2025

SUBJECT: Future Agenda Items

SUBMITTED BY: Janet Morales

ACTION:
Title- Councilmember-Anticipated Date
1. Expand Pavement Management/Road Rehab Program for private and public roads - Marquez - TBD
2. Discuss restricting certain future uses on major corridors - Marquez - TBD
3. ~~Review Cannabis Ordinances~~ - DePhillippo - Feb 2025
4. ~~Park Naming Policy - Marquez~~ - Feb 2025
5. Street Lighting Options for neighborhoods that don't currently have lighting - Marquez - TBD
6. Discuss potential Public Safety Subcommittee - DePhillippo - TBD

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.2
Meeting Date: February 12, 2025

SUBJECT: City Council/Cemetery District Minutes - December 11, 2024

SUBMITTED BY: Janet Morales, City Clerk

ACTION:
Approve the minutes as presented.

ATTACHMENTS:
1. City Council Minutes 12-11-24

MINUTES
CITY OF WILDOMAR
CITY COUNCIL/CEMETERY DISTRICT
WEDNESDAY, DECEMBER 11, 2024
COUNCIL CHAMBERS
23873 CLINTON KEITH ROAD SUITE 106
WILDOMAR, CA, 92595

Closed Session: 5:00 PM | Regular Session 6:00 PM

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

The Regular Closed Session was called to order by Mayor Moore at 5:00 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, and Joseph Morabito

Members absent: Dustin Nigg

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

The City Council will meet in closed session pursuant to the provisions of Government Code Section 54956.9 (d)(1) to confer with legal counsel with regard to the following matter of pending litigation:

Alexa Hoecker et al v. City of Wildomar; case number CVME2403770

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

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.

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: Mayor Bridgette MooreUnrepresented employee: City Manager

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 Attorney

RECONVENE INTO OPEN SESSION

The City Council reconvened into open session at 6:00 p.m. with all members present, except for Councilmember Nigg.

ANNOUNCEMENTS

City Attorney Jex stated that in regards to the first item on the Closed Session agenda, the City Council voted unanimously (4-0) to defend the litigation. There were no reportable actions on the remaining items.

ADJOURN CLOSED SESSION

There being no further business, Mayor Moore adjourned the Closed Session at 6:02 p.m.

CALL TO ORDER – REGULAR SESSION - 6:00 P.M.

The Regular Meeting of the Wildomar City Council was called to order by Mayor Moore at 6:02 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, and Joseph Morabito

Members absent: Dustin Nigg

Staff in attendance: City Manager York, City Attorney Jex, Deputy City Clerk Jemane, Finance Manager Jantz, Administrative Assistant Rosales, Community Development Director Bassi, Public Works Director Farag, Economic Development Director Davidson, Code Enforcement Manager Berroteran and Human Resources and Risk Manager Wolf.

FLAG SALUTE

The flag salute was led by students from the Julia Lee Performing Arts Academy.

PRESENTATIONS

1. Recognition: City Sponsors for Special Events 2024
2. Recognition: Tri-City Gators Cheer Teams
3. Recognition: Julia Lee Performing Arts Academy
4. Holiday Light Home Decorating Contest 2024 Winners

DEPARTMENT REPORTS

Wildomar Library Quarterly Update - July - Sept. 2024

PUBLIC COMMENTS

The following individuals provided public comment on items not on the agenda:

1. Don Saunders, resident
2. Frans de Gruaff, resident

COUNCIL COMMUNICATIONS

The City Council members spoke regarding various committees, comm1ss1ons, and boards that they serve on locally and regionally and community events including:

1. Riverside Conservation Authority (RCA)
2. Riverside Transit Agency (RTA)
3. Riverside County Transportation Commission (RCTC)
4 League of California Cities
5. Southern California Association of Governments (SCAG)
6. Riverside County Habitat Conservation Agency (RCHCA)
7. Western Riverside Council of Governments (WRCOG)
8. Southwest Community Financing Authority (Animal Shelter)
9. Ad Hoc & Subcommittees
10. Community events
11. Regional events
12. Chamber of Commerce

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Joseph Morabito; seconded by Ashlee DePhillippo to approve the agenda as presented.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

1) CONSENT CALENDAR

Moved by Carlos Marquez; seconded by Ashlee DePhillippo to approve the Consent Calendar.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

1.1) City Council/Cemetery District Minutes - November 13, 2024.

Approved the minutes as presented.

1.2) November 2024 City Warrant Register

Approved the following:

For Fiscal Year 2024/2025:

1. Warrant Register dated 11-07-2024 in the amount of $23,074.96
2. Warrant Register dated 11-14-2024 in the amount of $584,377.26
3. Warrant Register dated 11-21-2024 in the amount of $142,963.58
4. Warrant Register dated 11-27-2024 in the amount of $82,463.17
5. Wire Transfer Register dated 11-30-2024 in the amount of $349,809.41
6. Payroll Register dated 12-01-2024 in the amount of $278,884.41

1.3) October 2024 City Treasurers Report

Approved the Treasurer's Report for October 2024.

1.4) 2nd Reading of Ordinance No. 243 for Development Agreement No. 24-0035

Adopted an Ordinance entitled:

ORDINANCE NO. 243
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A CATEGORICAL EXEMPTION IN ACCORDANCE WITH SECTION 15301 (CLASS 1) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), AND APPROVING APPROVAL OF DEVELOPMENT

AGREEMENT NO. 24-0035 TO ESTABLISH A RETAIL CANNABIS BUSINESS WITHIN AN 3,936 SQUARE-FOOT RETAIL LEASE SPACE IN THE CATT CROSSINGS RETAIL CENTER LOCATED AT 23825 CATT ROAD(APN: 380-240-001)

1.5) 2nd Reading of Ordinance amending Chapters 3.24, 2.08, and 3.28 of the Wildomar Municipal Code Related to Purchasing of Supplies and Equipment and Contracts for Professional Services

Adopted an Ordinance entitled:

ORDINANCE NO. 244
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING SECTIONS 3.24, 2.08, AND 3.28 TO THE MUNICIPAL CODE OF THE CITY OF WILDOMAR TO PROVIDE UPDATED GUIDANCE ON THE PURCHASE OF SUPPLIES AND EQUIPMENT AND CONTRACTING FOR PROFESSIONAL SERVICES

1.6) 2nd Reading of Ordinance 245 amending Chapter 3.32 of City of Wildomar Municipal Code to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act (CUPCCAA)

Adopted an Ordinance entitled:

ORDINANCE NO. 245
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTER 3.32 OF THE MUNICIPAL CODE OF THE CITY OF WILDOMAR TO PROVIDE INFORMAL AND FORMAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (SECTION 22000, ET SEQ. OF THE PUBLIC CONTRACT CODE)

1.7) 2nd Reading of Ordinance No. 246 amending Chapter 5.04 (Bingo) of the Wildomar Municipal Code related to Nonprofit Bingo Overhead per Senate Bill (SB) 1044

Adopted an Ordinance entitled:

ORDINANCE NO. 246
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AMENDING CHAPTER 5.04 (BINGO) OF THE WILDOMAR MUNICIPAL CODE

1.8) TUMF Agreement Amendments for the Wildomar Trail and Bundy Canyon Rd. I-15 Interchange Projects

1. Authorized the City Manager to execute TUMF Agreement Amendments with the Western Riverside Council of Governments for the Wildomar Trail/I-15 Interchange Improvement and the Bundy Canyon Rd./I-15 Interchange Improvement Projects.

2. Approved a budget adjustment in Fund 503 (TUMF) to both decrease appropriations by $1,485,000 and decrease budgeted revenues by $1,485,000 for CIP 070 (Bundy Canyon Rd./I-15 Interchange Improvement Project).

3. Approved a budget adjustment in Fund 503 (TUMF) to both decrease appropriations by $1,485,000 and decrease budgeted revenues by $1,485,000 for CIP 074 (Wildomar Trail/I-15 Interchange Improvement Project).

1.9) Wildomar Cottages Affordable Housing Agreement and Declaration of Restrictive Covenants

Approved and authorized the City Manager to sign the Affordable Housing Agreement and Declaration of Restrictive Covenants regarding the Wildomar Cottages affordable housing project in substantially the same form as included in the agenda packet and authorize the City Manager to make modest adjustments as necessary.

1.10) Parcel Map No. 36612 Westpark Promenade Final Map Approval and Subdivision Improvement Agreement

1. Adopted a Resolution entitled:

RESOLUTION NO. 2024 - 78
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE FINAL MAP FOR TENTATIVE PARCEL MAP 36612 WESTPARK PROMENADE AND AUTHORIZING THE CITY MANAGER TO EXECUTE
THE SUBDIVISION IMPROVEMENT AGREEMENT

2. Authorized the City Manager to execute BMP Agreements with CRP/CWR Westpark Project, LLC for the Westpark Promenade development project.

1.11) Wildomar Commerce Center - Public Improvement Agreements and BMP Agreements

Authorized the City Manager to execute the BMP Agreements and Public Improvement Agreement with White Sable, LLC and Wildomar One, LLC (Developer) for Off-site Improvements for the Wildomar Commerce Center development project.

1.12) Amending the Organization, Objectives and Responsibilities of the Wildomar Community Parks Funding Measure (Measure Z) Citizen's Oversight Advisory Committee and Committee Member Volunteers Description.

Adopted a Resolution Entitled:

RESOLUTION NO. 2024 - 79

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REPEALING RESOLUTION NO. 2013-05 AND APPROVING A RESOLUTION ESTABLISHING THE ORGANIZATION, OBJECTIVES AND RESPONSIBILITIES OF A WILDOMAR COMMUNITY PARKS FUNDING MEASURE CITIZEN'S OVERSIGHT ADVISORY COMMITTEE AND COMMITTEE MEMBER VOLUNTEERS DESCRIPTION

1.13) Amending the Organization, Objectives and Responsibilities of the Measure AA Citizen's Oversight Advisory Committee and Committee Member Volunteers Description.

Adopted a Resolution entitled:

RESOLUTION NO. 2024 - 80
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REPEALING RESOLUTION NO. 2019-12 AND APPROVING A RESOLUTION ESTABLISHING THE ORGANIZATION, OBJECTIVES AND RESPONSIBILITIES OF A WILDOMAR MEASURE AA CITIZEN'S OVERSIGHT ADVISORY COMMITTEE AND COMMITTEE MEMBER VOLUNTEERS DESCRIPTION

1.14) Third Amendment to Agreement with Architerra Design Group for the 20-Acre Park Project (CIP 099)

Authorized the City Manager to execute the Third Amendment to the Agreement with Architerra Design Group for the 20-Acre Park Project for an amount not to exceed $3,100.

1.15) First Amendment to Agreement for The Collection and Transportation of Solid Waste, Recyclable Materials, Organic Waste, and Construction and Demolition Debris (Collection Services) and other Specified Services with CR&R

Authorized the City Manager to execute the First Amendment to the Agreement for The Collection and Transportation of Solid Waste, Recyclable Materials, Organic Waste, and Construction and Demolition Debris (Collection Services) and other Specified Services with CR&R.

1.16) First Amendment to Agreement with HdL Software for Business Registration Management: One-Year Extension of Time and Revision to Scope of Services

Approved First Amendment for City Manager's signature.

1.17) Agreement with Southern California Edison (SCE) for Utility Relocation Design for the Bundy Canyon Rd. Improvement Project, Segment 2 (CIP 026-2)

Authorized the Public Works Director to sign the Preliminary Design and Engineering Agreement with Southern California Edison for the

design of utility relocations for the Bundy Canyon Rd. Improvement Project, Segment 2.

2) PUBLIC HEARINGS

2.1) Allocation of Community Development Block Grant (CDBG) Funds for Fiscal Year 2025/2026 Program Year

Associate Engineer Luna presented the staff report.

Moved by Carlos Marquez; seconded by Ashlee DePhillippo to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 81
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING THE ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR FISCAL YEAR 2025 / 2026

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3) GENERAL BUSINESS

3.1) Provide an Additional Health Benefit Allotment for Employees Covering One or More Dependents, Using Current Excess Budgeted Health Benefit Allotment

Human Resources and Risk Manager Wolf presented the staff report.

Moved by Joseph Morabito; seconded by Carlos Marquez to Adopt a resolution entitled:

RESOLUTION NO. 2024 - 82
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, PROVIDING ADDITIONAL HEALTH BENEFIT ALLOTMENT FOR PLAN YEAR 2025 USING CURRENT BUDGETED FUNDS FOR HEALTH PREMIUMS

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3.2) Amend the Existing Pay Plan to Bring All Classification Compensations to Median and Add New Classifications, Add New Position Classification Descriptions, and Revise the Position Classification Schedule

Human Resources and Risk Manager wolf presented the staff report.

Andy Morris, resident, provided public comment.

Moved by Joseph Morabito; seconded by Carlos Marquez to Adopt a Resolution entitled:

RESOLUTION NO. 2024 - 83
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING FIVE NEW CLASSIFICATION DESCRIPTIONS; APPROVING THE POSITION CLASSIFICATION SCHEDULE TO INCLUDE FIVE NEW CLASSIFICATIONS, REMOVING THE PRINCIPAL ENGINEER/CITY ENGINEER CLASSIFICATION, AND ADD THE RETIRED ANNUITANT TITLES; AND AMENDING THE EXISTING PAY PLAN TO INCLUDE THESE POSITIONS, AS WELL AS BRING ALL POSITION COMPENSATIONS UP TO MARKET MEDIAN AND ADJUST FOR COMPACTION BY JANUARY 1, 2026

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3.3) FY2024-25 1st Quarter Budget Report

Finance Manager Jantz presented the staff report.

Don Saunders, resident, provided public comment.

Moved by Ashlee DePhillippo; seconded by Carlos Marquez to Review and approve the Fiscal Year 2024-25 1st Quarter Budget Report, and adopt a Resolution entitled:

RESOLUTION NO. 2024 - 84
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING ADJUSTMENTS TO THE FY2024-25 BUDGETED REVENUES AND EXPENSES AND ADOPTING A REVISED SCHEDULE OF AUTHORIZED POSITIONS

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None

Abstain: None
Absent: Dustin Nigg

3.4) Planning Commission Appointments

Community Development Director Bassi presented the staff report.

Moved by Bridgette Moore to Remove Commissioner Bernard from office and direct the City Clerk to advertise per Section 2.24.020 of the Wildomar Municipal Code.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

3.5) Community Services 2025 Special Events, Partnerships, and Activities

Administrative Assistant Rosales presented the staff report.

Moved by Carlos Marquez; seconded by Joseph Morabito to Approve the Community Services 2025 Special Events Calendar.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

CITY MANAGER REPORT

City Manager York presented the staff report.

FUTURE AGENDA ITEMS

Added:

Street Lighting Options for neighborhoods that don't currently have lighting - Marquez

ADJOURN THE CITY COUNCIL MEETING

There being no further business, Mayor Moore adjourned the City Council Meeting at 8:27 p.m

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

The Regular Meeting of the Wildomar Cemetery District Meeting was called to order by Chair Moore at 8:27 p.m.

ROLL CALL

Members in attendance: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, and Joseph Morabito

Members absent: Dustin Nigg

PUBLIC COMMENTS

There were no public comments.

BOARD COMMUNICATIONS

There were no board communications.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Carlos Marquez; seconded by Joseph Morabito to approve approve the agenda as presented.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

4) CEMETERY CONSENT CALENDAR

4.1) City Council/Cemetery District Minutes - November 13, 2024.

Approved the minutes as presented.

4.2) November 2024 Cemetery Warrant Register

Approved the following:

For Fiscal Year 2024/2025
1. Warrant Register dated 11-07-2024 in the amount of $249.54
2. Warrant Register dated 11-14-2024 in the amount of $1,529.99
3. Warrant Register dated 11-21-2024 in the amount of $3,593.06
4. Warrant Register dated 11-27-2024 in the amount of $573.64

4.3) October 2024 Cemetery Treasurers Report

Approved the Treasurer's Report for October 2024.

4.4) Resolution opting in to CUPCCAA for the Cemetery District to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act.

Adopted a resolution entitled:

RESOLUTION NO. WCD2024 - 02
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WILDOMAR CEMETERY DISTRICT IN THE MATTER OF UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

Moved by Joseph Morabito; seconded by Carlos Marquez to approve the Cemetery Consent Calendar.

Motion Approved: 4 - 0

Voting For: Bridgette Moore, Ashlee DePhillippo, Carlos Marquez, Joseph Morabito
Voting Against: None
Abstain: None
Absent: Dustin Nigg

5) CEMETERY PUBLIC HEARINGS

There were no public hearings scheduled.

6) CEMETERY GENERAL BUSINESS

There were no general business items scheduled.

GENERAL MANAGER REPORT

There was no general manager report.

FUTURE AGENDA ITEMS

There were no future agenda items added.

ADJOURN THE WILDOMAR CEMETERY DISTRICT MEETING

There being no further business, Chair Moore adjourned the Wildomar Cemetery District Meeting at 8:29 p.m.

Submitted by:

Janet Morales, CMC
City Clerk

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 1.3
Meeting Date: February 12, 2025

SUBJECT: City Council/Cemetery District Minutes - January 15, 2025

SUBMITTED BY: Janet Morales, City Clerk

ACTION:
Approve the minutes as presented.

ATTACHMENTS:
1. City Council Minutes 1-15-25

MINUTES
CITY OF WILDOMAR
CITY COUNCIL/CEMETERY DISTRICT
WEDNESDAY, JANUARY 15, 2025
COUNCIL CHAMBERS
23873 CLINTON KEITH ROAD SUITE 106
WILDOMAR, CA, 92595

Closed Session: 5:00 PM | Regular Session 6:00 PM

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

The Regular Closed Session was called to order by Mayor DePhillippo at 5:03 p.m.

ROLL CALL

Members in attendance: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, and Joseph Morabito

Members absent: Dustin Nigg

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

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

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: Mayor Ashlee DePhillippo
Unrepresented employee: City Manager

RECONVENE INTO OPEN SESSION

The City Council reconvened into open session at 6:04 p.m. with all members present.

ANNOUNCEMENTS

City Attorney Jex stated there were no reportable actions.

ADJOURN CLOSED SESSION

There being no further business, Mayor DePhillippo adjourned the Closed Session at 6:04 p.m.

CALL TO ORDER – REGULAR SESSION - 6:00 P.M.

The Regular Meeting of the Wildomar City Council was called to order by Mayor DePhillippo at 6:05 p.m. Mayor DePhillippo stated that due to the unstable electrical power situation at City Hall and in the City, the City Council will proceed with a modified agenda.

Moved by Dustin Nigg; seconded by Bridgette Moore to amend the agenda with the following changes:
1. Vote on the Consent Calendar and General Business Agenda Item # 3.2.
2. Move public comments not on the agenda to be heard after General Business.
3. Postpone Presentations, General Business Items # 3.1, 3.3 and 3.4 and Council Communications.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

ROLL CALL

Members in attendance: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, and Dustin Nigg

Members absent: None.

Staff in attendance: City Manager York, City Attorney Jex, City Clerk Morales, Community Services Director Torres, Administrative Services Director Schrader, Economic Development Director Davidson, Public Works Director Farag, Finance Manager Jantz, Code Enforcement Manager Berroteran and Human Resources and Risk Manager Wolf.

FLAG SALUTE

The flag salute was led by Mayor Pro Tem Marquez.

PRESENTATIONS

The following presentations were postponed to February 12, 2025:

1. Recognition of outgoing Mayor for 2024 - Bridgette Moore
2. Proclamation: Former Planning Commissioner - Kim Strong
3. Recognition: General Plan Technical Advisory Committee Members
4. Recognition: California Tap Company

DEPARTMENT REPORTS

There were no department reports.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Dustin Nigg; seconded by Bridgette Moore to approve the agenda as modified.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

1) CONSENT CALENDAR

Kenny Mayes, resident, with time donated by Lynne Mayes, resident, provided public comment.

Moved by Dustin Nigg; seconded by Bridgette Moore to approve the Consent Calendar.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

1.1) December 2024 City Warrant Register

Approved the following:

For Fiscal Year 2024/2025:
1. Warrant Register dated 12-05-2024 in the amount of $271,210.69
2. Warrant Register dated 12-12-2024 in the amount of $365,951.09
3. Warrant Register dated 12-19-2024 in the amount of $1,287,695.72
4. Wire Transfer Register dated 12-31-2024 in the amount of $31,924.70
5. Payroll Register dated 01-03-2025 in the amount of $663,136.22.

1.2) November 2024 City Treasurers Report

Approved the Treasurer's Report for November 2024.

1.3) 2nd Reading of Ordinance No. 247 (ZOA 2024-01) and Ordinance No. 248 (CZ 2024-01)

Adopted the following Ordinances entitled:

ORDINANCE NO. 247
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, AND APPROVING ZONING ORDINANCE AMENDMENT NO. 2024-01 ADOPTING A COMPREHENSIVE UPDATE TO TITLE 17 (ZONING) OF THE WILDOMAR MUNICIPAL CODE ESTABLISHING THE NEW "WILDOMAR DEVELOPMENT CODE"

ORDINANCE NO. 248
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING CEQA FINDINGS OF FACT AND STATEMENT OF OVERRIDING CONSIDERATIONS, ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM, APPROVING CHANGE OF ZONE NO. 2024-01 TO CHANGE THE ZONING DESIGNATIONS (CONSISTENCY ZONING) FOR 3,480 PARCELS AND ADOPTING THE NEW WILDOMAR ZONING MAP RESULTING FROM THE APPROVAL OF GENERAL PLAN AMENDMENT NO. 2024-01 (ENVISION WILDOMAR 2040 GENERAL PLAN UPDATE) IN ACCORDANCE WITH GOVERNMENT CODE SECTION 65860

1.4) FY2023-24 Annual Development Impact Fee Report and Five Year Report

1. Received and filed the Annual report for the Development Impact Fees for the Fiscal Year Ending June 30, 2024.

2. Received and filed the 5-Year report for the Development Impact Fees for the Fiscal Year Ending June 30, 2024, which forecasts the next 5 years.

1.5) Acceptance of FY2023-24 Measure AA Annual Report

Approved the Measure AA Oversight Advisory Committee Annual Report for FY 2023-24.

1.6) Acceptance of FY2023-24 Annual Comprehensive Financial Report

Received and filed the FY2023-24 Annual Comprehensive Financial Report.

1.7) Resolution Approving Certain Contracts And Authorizing the City Manager to Execute the Preapproved Contracts

Adopted a resolution entitled:

RESOLUTION NO. 2025 -01
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING CERTAIN CONTRACTS AS TO FORM AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE PREAPPROVED CONTRACTS

1.8) Cooperative Funding Agreement with Elsinore Valley Municipal Water District (EVMWD) for the Construction of the Palomar St. Widening Project, Phase 2 (CIP 028-2)

Authorized the City Manager to execute the Cooperative Funding Agreement with Elsinore Valley Municipal Water District (EVMWD) for the Palomar Street Widening Project, Segment 2 (CIP 028-2)

1.9) Fourth Amendment to Agreement with RRM Design Group, Inc., for the 27-Acre Park Project (CIP 062-1)

1. Authorized the City Manager to execute the Fourth Amendment to the Agreement with RRM Design Group for the 27-Acre Park Project for an amount not to exceed $66,352.

2. Approved a supplemental appropriation for Fund 201 (Measure A) to add $13,900 in expenditures.

1.10) Amendment of City Personnel Rules, Updating the Harassment, Discrimination and Retaliation Prevention Policy, Designating Three Supervisory Roles as Non-Exempt, and Adopting an Updated Position Classification Schedule and Updated Pay Plan to Reflect the Non-Exempt Status

Adopted Resolutions entitled:

RESOLUTION NO. 2025 - 02
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, APPROVING THE REVISION OF THE CITY'S PERSONNEL RULES AND REGULATIONS AND APPROVING THE UPDATE TO THE HARASSMENT, DISCRIMINATION AND RETALIATION PREVENTION POLICY

RESOLUTION NO. 2025 - 03
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, REVISING THE POSITION CLASSIFICATION SCHEDULE TO DESIGNATE THE CODE ENFORCEMENT SUPERVISOR, BUILDING INSPECTION SUPERVISOR AND SUPERVISING PUBLIC WORKS INSPECTOR CLASSIFICATIONS AS NON-EXEMPT; AND AMENDING THE EXISTING PAY PLAN

1.11) Tri-Party Consultant Service Agreement for the Paragon Framing Industrial Project Mitigated Negative Declaration (PLN 24-0086)

1. Authorized the City Manager to execute a Tri-Party Consultant Services Agreement (Attachment A) between the City of Wildomar, Lakeside Properties CA, LLC and PlaceWorks, Inc. for preparation of a Mitigated Negative Declaration for the Paragon Framing Industrial Project; and

2. Authorized the City Manager to execute a Consultant Services Agreement/Contract between the City of Wildomar and PlaceWorks, Inc. for preparation of a Mitigated Negative Declaration for the Paragon Framing Industrial Project.

1.12) Acceptance of FY2023-24 Measure Z Annual Report

Approved the Measure Z Oversight Advisory Committee Annual Report for FY 2023-24.

1.13) Adoption of 2025 Annual Investment Policy

Adopted a Resolution entitled:

RESOLUTION 2025 - 04
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, ADOPTING A STATEMENT OF INVESTMENT POLICY FOR 2025

2) PUBLIC HEARINGS

There were no public hearings.

3) GENERAL BUSINESS

3.1) FY2025-26 and FY2026-27 Biennial Budget Goals Discussion

Removed from the agenda.

3.2) Planning Commission Appointments

City Clerk Morales presented the staff report.

Nolan King, resident, provided public comment.

Rene Cambero, resident, provided public comment.

Moved by Bridgette Moore; seconded by Joseph Morabito to appoint Rene Cambero as Councilmember Moore's Planning Commissioner for a term ending December 2028.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Dustin Nigg; seconded by Bridgette Moore to appoint Charles Golden III as Councilmember Nigg's Planning Commissioner for a term ending December 2028.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Carlos Marquez; seconded by Joseph Morabito to appoint Nolan King as Mayor Pro Tem Marquez' Planning Commissioner for a term ending December 2026.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

Moved by Ashlee DePhillippo; seconded by Dustin Nigg to appoint Brianna Bernard as Mayor DePhillippo's Planning Commissioner for a term ending December 2026.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

3.3) Cannabis Code Changes Discussion (Future Agenda Item)

Removed from the agenda.

3.4) Initiate Discussion Regarding Naming Criteria for Future Parks

Removed from the agenda.

PUBLIC COMMENTS

The following individuals provided public comments not on the agenda:

1. Stephanie Romo, Sycamore Academy

COUNCIL COMMUNICATIONS

Removed from the agenda.

CITY MANAGER REPORT

There was no report given.

RECONVENE INTO CLOSED SESSION

The City Council reconvened into Closed Session.

CALL TO ORDER THE WILDOMAR CEMETERY DISTRICT

The Regular Meeting of the Wildomar Cemetery District Meeting was called to order by Chair DePhillippo at 6:27 p.m.

ROLL CALL

Members in attendance: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, and Dustin Nigg

Members absent: None.

PUBLIC COMMENTS

There were no public comments.

BOARD COMMUNICATIONS

Councilmember Nigg provided communication.

APPROVAL OF THE AGENDA AS PRESENTED

Moved by Dustin Nigg; seconded by Joseph Morabito to approve the agenda as presented.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

4) CEMETERY CONSENT CALENDAR

Moved by Dustin Nigg; seconded by Joseph Morabito to approve the Cemetery Consent Calendar.

Motion Approved: 5 - 0

Voting For: Ashlee DePhillippo, Carlos Marquez, Bridgette Moore, Joseph Morabito, Dustin Nigg
Voting Against: None
Abstain: None
Absent: None

4.1) December 2024 Cemetery District Warrant Register

Approved the following:

For Fiscal Year 2024/2025:
1. Warrant Register dated 12-05-2024 in the amount of $28.91
2. Warrant Register dated 12-12-2024 in the amount of $3,803.45
3. Warrant Register dated 12-19-2024 in the amount of $2,842.49.

4.2) November 2024 Cemetery Treasurers Report

Approved the Treasurer's Report for November 2024.

4.3) Acceptance of FY2023-24 Wildomar Cemetery District Audited Financial Statement

Received and filed the FY2023-24 Wildomar Cemetery District Audited Financial Statement

4.4) 2025 Schedule for Removal of Flowers and Specialty Items

Received and filed.

5) CEMETERY PUBLIC HEARINGS

There were no items scheduled.

6) CEMETERY GENERAL BUSINESS

There were no items scheduled.

GENERAL MANAGER REPORT

There was no general manager report.

FUTURE AGENDA ITEMS

Added:

1. Discuss Weekend Services - Nigg
2. Discuss Grave Site Services - Nigg

ADJOURN THE WILDOMAR CEMETERY DISTRICT MEETING

There being no further business, Chair DePhillippo adjourned the Wildomar Cemetery District Meeting at 6:30 p.m.

FUTURE AGENDA ITEMS (CITY COUNCIL)

Added:
Discuss potential Public Safety SubCommittee - DePhillippo

RECONVENE INTO CLOSED SESSION

The City Council reconvened into closed session at 6:32 P.M.

RECONVENE INTO OPEN SESSION

The City Council reconvened into open session at 7:56 p.m. with all members present.

ANNOUNCEMENTS

City Attorney Jex stated there were no reportable actions.

ADJOURN THE CITY COUNCIL MEETING

There being no further business, Mayor DePhillippo adjourned the City Council Meeting at 7:56 p.m.

Submitted by:

_____

Janet Morales, CMC
City Clerk

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 4.3
Meeting Date: February 12, 2025

SUBJECT: January 2025 Cemetery Warrant Register

SUBMITTED BY: Nicholas Neidiffer, Accountant I

PREPARED BY: Nicholas Neidiffer, Accountant I

ACTION:
Approve the following for Fiscal Year 2024/2025

1. Warrant Register dated 1-9-2025 in the amount of $1,905.25
2. Warrant Register dated 1-15-2025 in the amount of $1,660.40
3. Warrant Register dated 1-23-2025 in the amount of $602.24
4. Warrant Register dated 1-30-2025 in the amount of $1,703.25

SUMMARY:
January 2025 Cemetery Warrant Register

DISCUSSION:
The Wildomar Cemetery District requires that the Trustees audit payments of demands and direct the General Manager to issue checks. The Warrant Registers are submitted for approval.

FISCAL IMPACT:
These Warrant Registers will have a budgetary impact in the amount and fiscal year noted in the recommendation section of this report. These costs are included in the Fiscal Year 2024/25 Budgets.

ACCOUNT CODE:
Fund 300
Fund 302

ATTACHMENTS:
January 2025 Cemetery Warrant Register.pdf

Transaction Name	Bill Date	Payment Date	Fund Line	Amount (Debit)	Vendor	Memo
Bill #222649	11/15/2024	1/9/2025	300 - Cemetery	78.70	ARMADA ADMINISTRATORS	December 2024 Premium - City Manager
Bill #18075184-122824	12/28/2024	1/9/2025	300 - Cemetery	60.94	SPARKLETTS	Cemetery Drinking Water Through 12/28/24
Bill #408098	12/18/2024	1/9/2025	300 - Cemetery	452.18	RIGHTWAY	(2) Cemetery Restroom Maintenance/Service 12/16/24-01/12/25
Bill #1000095	11/21/2024	1/9/2025	300 - Cemetery	310.00	RIGHTWAY	(1) Septic Pump 21400 Palomar Street
Bill #122624-7258	12/26/2024	1/9/2025	300 - Cemetery	198.09	EDISON	11/25/24-12/25/24 Elec 21400 Palomar (Cemetery)
Bill #8009375145	12/25/2024	1/9/2025	300 - Cemetery	122.70	STERICYCLE, INC	Contractual Shredding Services
Bill #4215253449	12/19/2024	1/9/2025	300 - Cemetery	151.94	CINTAS CORPORATION	Staff Uniform & Towel Maintenance
Bill #4216785047	1/3/2025	1/9/2025	300 - Cemetery	139.32	CINTAS CORPORATION	Staff Uniform & Towel Maintenance
Bill #9302751643	12/31/2024	1/9/2025	300 - Cemetery	141.38	CINTAS CORPORATION	SD Eyewash Service Agreement
Bill #INV004325200	12/20/2024	1/9/2025	300 - Cemetery	250.00	BOOT BARN HOLDINGS	Work Boots: Jose Alvarez
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	120.93	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	522.92	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	28.52	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	119.21	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	59.31	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	17.88	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	655.25	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	19.87	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #1NHL-P7DN-F3P7	12/1/2024	1/15/2025	300 - Cemetery	44.51	AMAZON CAPITAL SERVICES	Cemetery Departmental Supplies
Bill #6101774863	12/22/2024	1/15/2025	300 - Cemetery	14.97	VERIZON WIRELESS	12/23/24-01/22/25 Data Int Chrg 0707
Bill #6101774863	12/22/2024	1/15/2025	300 - Cemetery	52.07	VERIZON WIRELESS	12/23/24-01/22/25 Data Internet Charg 0986
Bill #308465/3	11/27/2024	1/15/2025	300 - Cemetery	4.96	ACE HARDWARE	Cemetery Department Supplies
Bill #000871	1/8/2025	1/23/2025	300 - Cemetery	270.00	GOPHER SQUAD	Gopher Control - Wildomar Cemetary
Bill #4217422118	1/9/2025	1/23/2025	300 - Cemetery	139.32	CINTAS CORPORATION	Staff Uniform & Towel Maintenance
Bill #1C3J-NCP3-DWV4	1/1/2025	1/23/2025	300 - Cemetery	10.32	AMAZON CAPITAL SERVICES	Cemetery Office Supplies
Bill #1C3J-NCP3-DWV4	1/1/2025	1/23/2025	300 - Cemetery	182.60	AMAZON CAPITAL SERVICES	Cemetery - Office Supplies
Bill #18075184-012525	1/25/2025	1/30/2025	300 - Cemetery	9.48	SPARKLETTS	Cemetery Drinking Water Through 01/25/25
Bill #5250708502	1/24/2025	1/30/2025	300 - Cemetery	147.47	CINTAS CORPORATION	SD Eyewash Service Agreement
Bill #4218887978	1/23/2025	1/30/2025	300 - Cemetery	139.32	CINTAS CORPORATION	Staff Uniform & Towel Maintenance
Bill #4218144417	1/16/2025	1/30/2025	300 - Cemetery	139.32	CINTAS CORPORATION	Staff Uniform & Towel Maintenance
Bill #388145	1/16/2025	1/30/2025	300 - Cemetery	59.79	STAUFFERS LAWN EQUIPMENT	Departmental Supplies
Bill #13355841	12/24/2024	1/30/2025	300 - Cemetery	562.23	ELSINORE VALLEY MUNICIPAL, WATER DISTRIC	11/17/24-12/16/24 Cemetery Water Services
Bill #971027	11/30/2024	1/30/2025	302 - Cemetery Capital Improvement Fund	645.64	INTERWEST CONSULTING GROUP	CIP 067-1 Palomar Widening Phase 1 - November 2024
			TOTAL:	5,871.14		

CITY OF WILDOMAR
MEETING (CCR)
CONSENT CALENDAR
Agenda Staff Report # 4.4
Meeting Date: February 12, 2025

SUBJECT: December 2024 Cemetery Treasurers Report

SUBMITTED BY: Adam Jantz, Finance Manager

PREPARED BY: Adam Jantz, Finance Manager

ACTION:
Approve the Treasurer's Report for December 2024.

SUMMARY:
December 2024 Cemetery Treasurer's Report

DISCUSSION:
Attached is the Treasurer's Report for Cash and Investments for the month of December 2024.

FISCAL IMPACT:
This is only a report of balances for the Cemetery and therefore has no fiscal impact.

ACCOUNT CODE:
300-1011
301-1011

ATTACHMENTS:
December 2024 Cemetery Treasurer's Report.pdf

WILDOMAR CEMETERY DISTRICT
TREASURER'S REPORT FOR
CASH AND INVESTMENT PORTFOLIO

December 2024

DISTRICT INVESTMENT

FUND	ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	DAYS TO MAT.	STATED RATE
301	CAMP POOL	$ 436,899.45	$ 436,899.45	$ 436,899.45	28.93%	N/A	4.730%
300	CAMP MANAGED ACCOUNT	$ 1,061,996.15	$ 1,061,996.15	$ 1,073,234.75	71.07%	880	4.460%
	TOTAL	$ 1,498,895.60	$ 1,498,895.60	$ 1,510,134.20	100.00%		

FUND	ISSUER	BEGINNING BALANCE	+ DEPOSITS/ PURCHASES	+ INTEREST DEPOSITED	WITHDRAWALS/ SALES/ MATURITIES	ENDING BALANCE	STATED RATE
301	CAMP POOL	$ 435,157.22	$ -	$ 1,742.23	$ -	$ 436,899.45	4.730%
300	CAMP MANAGED ACCOUNT	$ 1,059,321.23	$ -	$ 2,674.92	$ -	$ 1,061,996.15	4.460%
	TOTAL	$ 1,494,478.45	$ -	$ 4,417.15	$ -	$ 1,498,895.60	

In compliance with the California Code Section 53646, as City Treasurer for the Wildomar Cemetery District, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the District's expenditure requirements for the next six months.

I also certify that this report reflects all Government Agency pooled investments and all of the District's Bank Balances.

Heidi Schrader
Heidi Schrader
City Treasurer

1/16/2025
Date

CITY OF WILDOMAR
MEETING (CCR)
FUTURE AGENDA ITEMS

Meeting Date: February 12, 2025

SUBJECT: Future Agenda Items - Cemetery

SUBMITTED BY: Janet Morales

ACTION:
Title- Councilmember-Anticipated Date
1. Discuss Weekend Services - Nigg - Mar 2025
2. Discuss Grave Site Services - Nigg - Mar 2025