



MINUTES  
CITY OF NORCO  
AD-HOC COMMITTEE ON  
INFRASTRUCTURE NEEDS AND FUNDING OPTIONS

November 17, 2014  
City Hall Conference Rooms A & B  
2870 Clark Avenue, Norco, CA 92860



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**CALL TO ORDER:** 6:30 p.m.

**ROLL CALL**

**Present:** Chair Jodie Filkins Webber, Vice Chair Corinne Holder, Committee Members Kevin Bash, Cathey Burtt, Linda Dixon, Herb Higgins, John Padilla, Bill Schwab

**Absent:** Committee Member Patricia Hedges

**Staff Present:** City Manager Andy Okoro, Director of Parks, Recreation, and Community Services Brian Petree, Director of Public Works Lori Askew, City Clerk Cheryl Link

**PLEDGE OF ALLEGIANCE:** Vice Chair Holder

**BUSINESS ITEMS:**

1. Approval of November 3, 2014 Meeting Minutes (City Clerk)

Committee Member Schwab noted a typographical error on page 5, first paragraph of the minutes.

**M/S DIXON/BASH** to approve the minutes as amended. The motion was carried by the following roll call vote:

Ayes: Bash, Burtt, Dixon, Higgins, Holder, Padilla, Schwab, Webber  
Noes: None  
Absent: Hedges  
Abstain: None

**DISCUSSION ITEMS:**

1. Update on Five-Year Scenario for the Street Capital Improvement Plan (Director of Public Works)

Director of Public Works Lori Askew presented information on the Street Capital Improvement Plan. Ms. Askew summarized information previously given by City Engineer

Dominic Milano. Ms. Askew noted that the City Engineer developed a pavement evaluation and pavement management program for Norco streets. Director Askew discussed the Pavement Condition Index (PCI) categories, including the remaining life and general maintenance philosophy for each category. As examples, Director Askew also presented the Committee with photos of streets that would be candidates for the various PCI categories. Ms. Askew said that based on the recent report created by City Engineer Milano, the current street conditions are as follows: 60.1% are very good, 12.8% are good, 20% are poor, and 7.1% are very poor.

Director Askew also presented four scenarios for the street improvement plan over an 18-year period. The first is a “do nothing” plan, which over the period, the PC rating would drop from 67 to 39. The second plan considers a \$1 million budget, which over the period, the PCI rating would decrease from 67 to 61. The third plan considers a \$2 million budget in which the PCI rating would increase from 67 to 76. The fourth plan considers an unconstrained budget, which over the period, would increase the PCI rating from 67 to 80. Director Askew indicated that the City Engineer’s recommendation is the third plan of a \$2 million annual budget. She also commented on the factors that determine how streets are placed on the Capital Improvement Plan, such as budget, PCI rating, usage, safety issues, future improvements within street limits, and political nature. Using the City Engineer’s recommended plan of \$2 million per year, Director Askew presented the Committee with spreadsheets of streets that qualified under the various PCI categories.

In response to Committee Member Higgins, Director Askew noted that the totals do not include curb, gutter, sewer, and striping. The numbers presented reflect only pavement costs. Committee Member Higgins asked what the additional cost would be for an average street. Ms. Askew said approximately \$0.07 a linear foot would need to be added for striping. In response to Committee Member Higgins, Director Askew commented on the National Pollutant Discharge Elimination System (NPDES) thoughts on curb and gutter, which have come full circle. Curb and gutter will make the pavement last longer but NPDES has directed the City to do more low impact improvements and development that will catch water and put it back into the ground as opposed to the water going in the storm drains.

There was some discussion between Chair Webber and Director Askew about how projects were prioritized prior to this recent implementation of the Pavement Management System. Director Askew noted that previously, the budget noted “unspecified projects,” which had a lump sum amount set aside for street improvements. As needs arose, the improvements were identified. The larger projects continue to be identified in the CIP budget.

Chair Webber commented that most of the slurry seal projects noted in the presentation have a PCI of about 85, which appears to be somewhat high based on our funding needs and issues. Chair Webber asked if a street with a PCI of 85 could get another five years of life and still be categorized as a slurry seal after that five years that way the funds, during those five years, could be placed towards more needs streets, such as grind and overlay or streets needing reconstructive work. Director Askew indicated that preventative

maintenance is important as it extends the life of the street for little cost.

Lou Paltza commented on work being done on Third Street. Director Askew noted that the work being done is a cold patch, which is a temporary fix of the potholes, because Third Street will be going out to bid in a few weeks for a total reconstruct.

2. Formulation of Infrastructure Maintenance Plans (Chair Webber):

A. Streets

Committee Member Dixon commented on the topic of accepting the City Engineer's plan. She noted that his contract is up next year and, assuming the City will go out to bid, should his company be the one to hold the contract. In response, City Manager Andy Okoro stated that the City Engineer's contract is independent of this. The City purchased the Pavement Management System software program and the City Engineer inputted the information. The information belongs to the City. Staff is tasked with updating the information.

Chair Webber commented that the plan is the expertise of the City Engineer and staff. Chair Webber asked the Committee for a consensus as to whether it wants to accept this plan. Then the Committee can move forward to discuss funding options. Committee Member Schwab expressed his concerns of accountability and showing progress. In response to Committee Member Schwab, Director Askew stated that the plan could be used as a baseline for future needs. Mr. Schwab noted that this plan provides good information for the residents of Norco and suggested quarterly project updates could be given in a flyer/mailed to the residents.

**M/S HIGGINS/BURTT** to accept the City Engineer's Pavement Management System plan of the \$2 million budget per year with the five-year projection.

Under discussion:

In response to Committee Member Bash, City Manager Okoro indicated that the State's bill on infrastructure districts is not designed to provide funding; instead it allows cities to create districts that allows them to raise the funds needed.

Committee Member Dixon commented on the amount of funding requested and where the funding has been going to in the past. Committee Member Higgins stated that the amounts are skewed because the City has been working on Hamner Avenue for the past ten years, which is where the money has been going. Director Askew said that the funding being requested is to maintain or bring streets up to an acceptable rating. There was some discussion on the possibility of making residential street maintenance a priority focus for the City. Committee Member Dixon suggested that the majority of the funding requested be used for residential streets.

**Substitute motion: DIXON/SCHWAB** to accept the City Engineer's Pavement Management System plan of the \$2 million budget per year with the five-year projection

along with the recommendation to include that the majority of the funds be spent on residential streets.

Committee Member Burt asked for clarification on the substitute motion. Committee Member Dixon stated that if the Committee will be asking residents to contribute in the form of taxation, that the emphasis be on repairing residential streets. Committee Member Burt indicated that the City's major streets should be well maintained for visitors and potential new businesses.

**The substitute motion was carried by the following roll call vote:**

**Ayes: Burt, Dixon, Holder, Padilla, Schwab, Webber**

**Noes: None**

**Absent: Hedges**

**Abstain: Bash, Higgins**

B. Trails

Chair Webber indicated that the trails plan will be discussed at the December 8th meeting.

C. Parks and Facilities

Vice Chair Corinne Holder referred to the CIP worksheet given to the Committee on November 3<sup>rd</sup> and commented on the park improvement fund expenditures and the estimated revenues as well as Parks and buildings revenues and expenditures. Vice Chair Holder indicated that the annual maintenance expenditures for parks, buildings, and facilities is estimated at \$433,000. Director Petree commented that all public facilities, over a 20-year period, would need \$433,000 annually to extend the life of the assets.

Chair Webber asked if the Veterans Memorial is included in the \$433,000 amount. Director Petree stated that it is not and that an endowment fund has already been created for the operations and costs associated with the Memorial. The goal was to not have the Memorial be a burden on the General Fund.

Committee Member Dixon asked if, should there be any recommendations in any area resulting from the Subcommittee's report, would it change the recommendations and motions made tonight. Chair Webber stated that the idea is to get consensus and move forward. If the Subcommittee brings back recommendations that change the consensus, then the Committee can make changes or discuss alternatives.

**M/S HOLDER/PADILLA** to accept staff's recommendation for the parks, buildings, and facilities plan, including the George Ingalls Equestrian Event Center, of \$433,000 annually. The motion was carried by the following roll call vote:

**Ayes: Burt, Dixon, Holder, Padilla, Schwab, Webber**

**Noes: None**

**Absent: Hedges**

**Abstain: Bash, Higgins**

#### D. Drains

Chair Webber stated that based on current needs, there is adequate funding for drains. Director Askew indicated that with the funds received from the County, the City is sustaining; however, there is no guarantee that the City will continue to receive those funds in the future.

**M/S WEBBER/HIGGINS** recognizing that the current situation of funding needs for drains is adequate. The motion was carried by the following roll call vote:

Ayes: Burt, Dixon, Holder, Padilla, Schwab, Webber

Noes: None

Absent: Hedges

Abstain: Bash, Higgins

#### **COMMITTEE AND STAFF COMMENTS**

Chair Webber indicated that the next meeting on December 8<sup>th</sup> will include a report from the Subcommittee on the City's operating budget as well as the trails maintenance plan. Chair Webber stated that she will not be at the December 8<sup>th</sup> meeting and Vice Chair Holder will be the presiding officer.

Committee Member Dixon asked, if for the trails report, the Committee will be given the various scenarios including decomposed granite and alternative fencing. Director Askew stated that decomposed granite and fencing will be included as well as alternatives discussed previously by the Streets, Trails, and Utilities Commission.

Committee Member Schwab indicated that a suggestion was made by a Committee Member as well as a resident, for a compactor for the decomposed granite on the trails, and asked that it be included in the matrix of Committee and public suggestions.

#### **PUBLIC COMMENTS**

Ted Hoffman commented on the recently approved Waste Management franchise fee which gives the City \$500,000 and noted that it could be used to cover the \$433,000 requested for parks, buildings, and facilities. The franchise fee will increase every year which can be applied to trails. Mr. Hoffman commented on what he could afford based on what is currently assessed and the new measures passed, such as the school district's Measure GG passed in November, which will cost residents \$250 - \$500 per year.

#### **ADJOURNMENT**

Chair Webber adjourned the meeting at 8:20 p.m.

## Ad-Hoc Committee and Public Suggestions Log Sheet

Streets	Trails: Fencing	Trails: DG/Materials	Trails: Programs/Fees	Water	Storm Drains	Buildings	Parks	Public Education	Misc.
Curbs and gutters	Installation of one rail versus two – cost savings.	Fine, compacted woodchips	Trails maintenance volunteer program	Reclaim storm water		Selling of advertising space at City facilities	Creation of park foundations to help fund parks	Educating the public on maintenance and funding issues (PSAs)	Use of grant funds
	Trails fencing on major roadways only	Pea gravel	Community trail clean-up program	Funding water conservation projects		Use of grant funds for the Emergency Operations Center (EOC)	Selling of advertising space at City parks	Notice in water bills regarding trail maintenance responsibility	Structured fee for horse ownership
	Priority for trail fencing given to major roadways	Compactor for DG	A fee-based Adopt-A-Trail program	Use of reclaimed water for parks				Warnings for non-compliance of trail maintenance sent in water bills.	Recreation tax per unit per lot
	Installation of rolled curbs as opposed to trail fencing – cost savings.		Trail maintenance fee					“Straight Trail Talk” flyer in water bills, on City website, and City Facebook page	Motorcycle officer
	Intermittent versus continuous trail fencing		Issuing citations and penalties for non-compliance of trail maintenance						Modifying NMC clarifying that erosion caused by property owner is not the City’s responsibility
	Define street trails		Citizens Patrol issuing trail violation citations						Park Sheriff patrol vehicles throughout City rather than at City Hall to deter speeding and crime.
			City-wide assessments similar to LMDs						Endowments