



**CITY OF NORCO
CITY COUNCIL REGULAR MEETING AGENDA**

**Wednesday, June 3, 2015
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Herb Higgins, Mayor
Kevin Bash, Mayor Pro Tem
Kathy Azevedo, Council Member
Berwin Hanna, Council Member
Greg Newton, Council Member

The City Council will recess to Closed Session (Section 54954) to consider the following matter:

CLOSED SESSION:

§54957.6 – Conference with Labor Negotiator

Negotiating Parties: City Manager Okoro, Human Resources Analyst Paakkonen
Employee Organization: Norco Public Works & Parks Maintenance Workers Association

RECONVENE PUBLIC SESSION: 7:00 p.m.

REPORT OF ACTION(S) TAKEN IN CLOSED SESSION - §54957.1: (City Attorney)

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Kevin Bash

INVOCATION: Pastor Louis Monteith, Norco Calvary Chapel

PROCLAMATIONS: Robin Grundemeyer and Carole Lyndsey for
Coming to the Aid of a Sheriff Deputy

RECOGNITIONS: The Maverick Saloon and the Water Wheel
Saloon & Eatery for their Participation in the
“Watch Your BAC” Program

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

1. CITY COUNCIL COMMUNICATIONS / REPORTS ON REGIONAL BOARDS AND COMMISSIONS:

2. CITY COUNCIL CONSENT ITEMS: *All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the Council, any public comments on any of the Consent Items will be heard. There will be no separate action unless members of the Council or the audience request specific items be removed from the Consent Calendar. Items removed from the Consent Calendar will be separately considered under Item No.3 of the Agenda.*
- A. City Council Minutes: Special Meeting Minutes of May 6, 2015. **Recommended Action:** Approve the City Council special meeting minutes. (City Clerk)
 - B. Procedural Step to Approve Ordinance after Reading of Title Only. **Recommended Action: Approval** (City Clerk)
 - C. Resolutions Calling the 2015 General Municipal Election. **Recommended Action: Adopt the following Resolutions: Resolution No. 2015-20, requesting the Board of Supervisors of the County of Riverside consent to conducting the November 3, 2015 General Municipal Election in the City of Norco by the County of Riverside Registrar of Voters; Resolution No. 2015-21, calling and giving notice of the General Municipal Election to be held on November 3, 2015; and Resolution No. 2015-22, adopting regulations for the candidates for elective office.** (City Clerk)
 - D. Acceptance of Bids and Award of Purchase for Replacement of One Ton Service Truck for the Public Works Department. **Recommended Action: Accept bids submitted for the purchase of a one ton service truck from Lake Chevrolet in the amount of \$47,834.34.** (Director of Public Works)
 - E. Acceptance of the Navy to Norco College (RCC) Sewer Improvement Project as Complete. **Recommended Action: Accept the Navy to Norco College (RCC) Sewer Improvements Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside.** (Director of Public Works)
 - F. Approval of Additional Appropriation for the Contract with J & S Striping for On-Call Street Striping and Pavement Marking Services for FY 2014-2015. **Recommended Action: Adopt Resolution No. 2015-23, appropriating funds in the amount of \$26,700 for street striping and pavement marking services.** (Director of Public Works)
 - G. Ratification of Fiscal Year 2015-2016 Western Riverside County Regional Wastewater Authority Budget. **Recommended Action: Adopt Resolution No. 2015-24, approving the Fiscal Year 2015-2016 Western Riverside County Regional Wastewater Authority budget, establishing rates to be charged for conveyance, treatment and disposal of wastewater.** (Water and Sewer Consultant)

- H. Approval of Part-Time Salary Schedule. **Recommended Action: Adopt Resolution No. 2015-25, approving the part-time salary schedule.** (City Manager)

- I. Proposed Cancellation of the July 1, 2015 City Council Regular Meeting. **Recommended Action: Cancel the July 1, 2015 City Council regular meeting.** (City Clerk)

- J. Order of Procedure and Resolutions Necessary for the Annual Assessment Levy Continuing Landscape Maintenance Districts No. 1 – Beazer, Tract 28765; No. 3 – Centex, Tract 28826; No. 4 – Norco Ridge Ranch, Tracts 29588 and 29589; and No. 5 – Hawk’s Crest, Tract 30230. **Recommended Actions: Adopt the following Resolutions:**
 - a. **Resolution No. 2015-26 (Beazer); Resolution No. 2015-27 (Centex); Resolution No. 2015-28 (Norco Ridge Ranch); Resolution No. 2015-29 (Hawk’s Crest), approving the Engineer’s Preliminary Report for the Annual Levy of Assessments for the Fiscal Year 2015-2016 in said Districts; and**

 - b. **Resolution No. 2015-30 (Beazer); Resolution No. 2015-31 (Centex); Resolution No. 2015-32 (Norco Ridge Ranch); Resolution No. 2015-33 (Hawk’s Crest), declaring the City’s intention to provide for an Annual Levy and Collection of Assessments for certain maintenance in an existing District, and setting a time and place for the Public Hearing.** (City Engineer)

- K. Order of Procedure and Resolutions Necessary for the Annual Assessment Levy Continuing Landscape Maintenance District No. 2 – Western Pacific, Tract 25779, Assuming a Proposition 218 Majority Protest is Received. **Recommended Action: Adopt the following Resolutions:**
 - a. **Resolution No. 2015-34 (Western Pacific), approving the Engineer’s Preliminary report for the annual levy of assessments for the Fiscal Year 2015-2016 in said District; and**

 - b. **Resolution No. 2015-35 (Western Pacific), declaring the City’s intention to provide for an annual levy and collection of assessments for certain maintenance in an existing district and setting a time and place for the public hearing**

- 3. ITEM(S) PULLED FROM CITY COUNCIL CONSENT CALENDAR

- 4. PUBLIC COMMENTS - *This is the time when persons in the audience wishing to address the City Council regarding matters not on the agenda may speak. Please complete the speaker card in the back of the room and present it to the City Clerk so that you may be recognized.*

5. PUBLIC HEARINGS:

- A. **Ordinance No. 988, First Reading. Zone Code Amendment 2015-02:** Amend Norco Municipal Code Chapter 18.13 (A-1 zone) to amend the maximum allowed lot coverage regulations for structures. (Planning Director

On May 6, 2015 the City Council did not have the Second Readings on two Ordinances that would have amended the building coverage calculations for lots in the A-1 zone and in the Norco Ridge Ranch Specific Plan with direction that a new First Reading be re-advertised for lots the A-1 zone with changes from what had been proposed on May 6, 2015. It was also directed that no changes be done for lots that already have primary animal-keeping areas (PAKA) which includes the entirety of Norco Ridge Ranch Specific Plan and some lots in the A-1 zone.

Recommended Action: Adopt Ordinance No. 988 for first reading.

- B. **Ordinance No. 991.** An Urgency Ordinance Approving a Water Conservation Program. Code Change 2015-02 (Water and Sewer Consultant); **Resolution No. 2015-36**, Declaring Level 3 Water Conservation Measures.

At their regularly-scheduled May 5, 2015 public meeting, the State Water Resources Control Board (SWRCB), in accordance with applicable State laws and regulations adopted additional emergency regulations for Statewide Urban Water Conservation. The newly adopted regulations require all water suppliers to implement additional water conservation measures to reach a statewide water use reduction of 25%. The City of Norco Municipal Code requires the City Council adopt an Ordinance establishing a water conservation program and a Resolution declaring additional restrictions in the event of critical water availability. Staff is recommending the City Council implement Level 3 water conservation effort.

Recommended Action: Adopt Urgency Ordinance No. 991 to establish a Water Conservation Urgency Program in compliance with the State Water Resources Control Board rulemaking adopting additional water conservation measures due to continuing drought conditions and establish local water conservation restrictions; and adopt Resolution No. 2015-36, declaring Level 3 water conservation measures.

6. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

ADJOURNMENT

In compliance with the Americans with Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in this meeting, please contact the City Clerk's office, (951) 270-5623, at least 48 hours prior to the meeting to make reasonable arrangements to ensure accessibility. Staff reports are on file in the City Clerk's Office. Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be available for public inspection at the City Clerk's Counter in City Hall located at 2870 Clark Avenue during normal business hours.



**CITY OF NORCO
CITY COUNCIL SPECIAL MEETING MINUTES**

**Wednesday, May 6, 2015
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 4:05 p.m.

ROLL CALL: Herb Higgins, Mayor, **Present**
Kevin Bash, Mayor Pro Tem, **Present**
Kathy Azevedo, Council Member, **Present**
Berwin Hanna, Council Member, **Absent**
Greg Newton, Council Member, **Present**

PLEDGE OF ALLEGIANCE: Council Member Newton

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

1. Presentation of the Fiscal Year 2015-2016 Operating Budget

City Manager Okoro indicated that this workshop is an introduction to the Fiscal Year 2015-2016 operating budget. The budget to be presented is a status quo budget with no new programs. The budget is still a work in progress and this workshop is to review the details.

City Manager Okoro presented General Fund highlights to the City Council. The total estimated General Fund revenues is \$16.3 million and total estimated expenditures is \$16.5 million. The preliminary General Fund expenditure budget is based on maintaining existing service levels with no new programs or employees, avoids the use of one-time revenues or inter-fund borrowing, provides funding for estimated 7% and 10% increase in Sheriff and County Fire contracts respectively, and continues to provide funding to pay down liability for post-retirement healthcare costs as well as retiree healthcare costs. The General Fund expenditure budget is also based on providing funding to pay for pass-through pension rate increases, excludes the impact of pass-through costs, and does not provide for employee pay adjustments. The General Fund revenue budget is impacted by an anticipated 5.1% increase in sales tax revenue from FY 2014-2015 estimated year-end amount. There is a projected 4% decline in property tax due to elimination of one-time item and decrease in tax increment sharing. Overall franchise fee is projected to increase by 8% due to phase-in increase in refuse franchise. There is an anticipated 3% increase in Planning and Building fees but overall charges for services are projected to be nearly flat.

City Manager Okoro briefly discussed the Water Fund highlights. The total projected Water Fund revenue amount is \$9.7 million and the total projected expenditure amount is \$10.1 million. He commented on the impact on future water rates due to water conservation requirements. Preliminary Water Fund revenues are based on FY 2014-2015 water sales level and existing water rates structure. Projected Water Fund expenditures are based on purchased water quantity being at the same level as FY 2014-

2015. Expenditures are also based on a projected 5% increase in the cost of purchased water and utilities, pass-through pension cost increases, projected increase in contractual services for well treatment, and an increase in set-aside amount for vehicle replacement. Sewer Fund total projected revenues is \$6.2 million and projected expenditures of \$5.7 million.

City Manager Okoro continued with a summary of General Fund revenues by source. The revenue categories included property tax, sales tax, franchise fees, motor vehicle license fees, overhead and transfers, fines, and other revenues for a preliminary FY 2015-2016 revenues total of \$16,343,095. Mr. Okoro also provided the Council with a summary of General Fund expenditures including police protection, fire suppression and EMS, animal control, administration, planning, parks, buildings, recreation, and other categories for a preliminary FY 2015-2016 expenditures total of \$16,531,594. He provided details for the Water Fund, Sewer Fund, and Gas Tax Fund.

Mayor Pro Tem Bash inquired about the increase in the Wee People Program. In response, Director of Parks, Recreation and Community Services Brian Petree indicated that he took the revenue programs, Youth and Leisure Services, and combined them for a better way of identifying programs that are recoverable by revenue. Mayor Pro Tem Bash also asked about the possibility of water rate increases due to a decreased use of potable water when the recycled water program is implemented to water city parks. In response, City Manager Okoro stated that currently, the cost of watering City parks is absorbed in the Water Fund. Water and Sewer Consultant Bill Thompson stated that staff will be bringing to Council a matrix of offsets in all areas. There are alternatives and staff is working on solutions to become more in compliance with State conservation mandates while trying to take the burden off of residents.

Council Member Newton commented on the 8 percent franchise fee increase going to the General Fund and a percentage of Waste Management franchise fees allocated to streets and trails. In response, City Manager Okoro noted that the last budget did include a Waste Management franchise fee revenue allocation of \$25,000 for street sweeping and \$75,000 for the Sheriff's Traffic Enforcement Program. There was some discussion between Council Member Newton and City Manager Okoro about the cost of water and crediting residents or banking the revenue should water costs decrease. City Manager Okoro said that revenue would be banked to offset future water increases. Council Member Newton also inquired about the increase for City Attorney costs and City Manager Okoro said that was due to costs for City prosecutor. Council Member Newton complimented the City Manager and staff for the \$6.9 million in reserves.

Council Member Azevedo suggested separating the City Attorney and City Council budgets for more transparency.

Mayor Higgins inquired about the court hearing regarding waste water and the City's offer to come up with an agreement. Water and Sewer Consultant Thompson indicated that the group was meeting today, which is the final step in the approval process. The regional board and environmental groups met last week and agreed that the City has a good proposal. They asked that the City install a monitoring well downstream. Mr. Thompson said that if everything is approved, the earliest that the City could draw from that recycled water to water the parks would be October 1st. Mayor Higgins asked who else draws from

the recycled water. In response, Mr. Thompson indicated that Norco is the only member of Western Riverside County Regional Wastewater Authority Joint Powers and the City is currently in discussions with the City of Corona to sell them any water the City of Norco does not use.

City Manager Okoro turned the presentation over to the individual department managers to present department and program budgets.

Lieutenant Eric Briddick presented brief information for the Sheriff's Department. The FY 2014-2015 amended budget is \$4,890,539 and the FY 2015-2016 preliminary budget is \$5,260,748 for a 7.5% change. FY 2014-2015 estimated year-end expenditures are above the FY 2014-2015 budget due to unbudgeted workers compensation paid in the Citizens on Patrol Program. FY 2015-2016 budgeted expenditures are \$370,209 or 7.5% higher than the FY 2014-2015 budget due to the anticipated 7% increase in the Sheriff's contract services. Additionally, appropriation for traffic enforcement is recommended to be increased by \$25,000 to \$100,000. A new line item for bio-hazard clean-up and one additional crossing guard position to Norco Elementary are proposed.

Council Member Newton indicated that when Sheriff Stan Sniff presented budget and contract information to the City several months ago, Sheriff Sniff mentioned a 5-7% increase. Council Member Newton asked if the full 7.5% increase in the Sheriff budget is a fixed negotiated increase with the County Supervisors. In response, Lt. Briddick stated that of the 7.5% increase, 7% is due to contract costs, and 0.5% is due to other additional factors.

Council Member Newton asked about the percentage of citation fees that come back to the City and if that percentage could be applied toward the \$100,000 cost of the traffic enforcement program. In response, City Manager Okoro stated that the estimated revenue for vehicle code fines is \$62,000. Lt. Briddick added that for every citation issued in the City, the City of Norco receives one-third of the base fine of the citation.

Council Member Newton inquired about biohazard clean-up and why the cost is not included in the cost of services provided by the County. Lt. Briddick indicated that biohazard clean-up is contracted out as it is a specialized service. Council Member Newton asked Lt. Briddick to research why biohazard services is not the responsibility of the Fire Department.

In response to Council Member Newton's question about school crossing guards, City Manager Okoro indicated that the school district pays half.

Mayor Higgins inquired about the cost breakdown for the \$149 per hour cost for a Sheriff Patrol Officer. In response, Lt. Briddick indicated that the Patrol Officer rate per hour is \$80.50; the sworn support personnel is \$38.55 per hour; dispatch is \$10.67 per hour; classified support personnel is \$10.21 per hour; and other costs total \$9.36.

Battalion Chief Scott Lane presented brief information for the Fire Department. The FY 2014-2015 amended budget is \$3,459,143 and the FY 2015-2016 preliminary budget is \$3,752,477. FY 2014-2015 estimated expenditures are below the FY 2014-2015 budget due to salary savings and positions budgeted at top step salaries although not all salaries

are paid at top step. FY 2015-2016 budgeted expenditures are \$293,334 or 8.5% higher than the FY 2014-2015 budget due to the anticipated increase in the Fire contract services.

Council Member Azevedo asked if there is a cap in CalFire increases. Battalion Chief Lane indicated he would research it and provide the Council with an answer at a later time.

In response to Council Member Newton, City Manager Okoro stated that the City can receive reimbursement for fire-fighting costs in cases in which an emergency is declared.

Mayor Higgins asked about the cost breakdown for the hourly rate for a fire fighter. Battalion Chief indicated that the cost is not broken down by hour but provided what is included, such as support services (administrative and professional), volunteer paramedic program, fleet support, command center dispatch services, communications and IT support, HAZMAT support, training, public affairs bureau, equipment, and office supplies.

Mayor Higgins requested a breakdown of emergency command center and how it functions, and how to improve on communications.

Ted Hoffman asked about the biohazard clean-up and if it is an annual contract or if it is based on a per incident basis. Lt. Briddick stated it is based on per incident. Lt. Briddick added that the cost of clean-up noted in the budget applies to public and City areas only. The cost of clean-up at a residence is placed on the property owner. Staff will research the cost recovery for incidents on the highway.

Accounting Manager Olivia Hoyt presented brief information for the Fiscal and Support Services Department. FY 2014-2015 amended budget is \$1,317,297 and the FY 2015-2016 preliminary budget is \$1,371,332 for a 4.1% increase. FY 2014-2015 estimated expenditures are below amended budgeted amounts because of vacant positions of the Finance Officer and one Account Clerk. FY 2015-2016 budgeted expenditures are \$54,035 or 4.1% higher than FY 2014-2015 budget partially because of the increase in pension rate. Beginning in FY 2015-2016 CalPERS will collect employer contributions toward the City's unfunded liability as dollar amounts instead of the prior method of a contribution rate.

In response to Council Member Newton, Ms. Hoyt indicated that the \$94,011 noted in the budget presentation notes is the overall CalPERS net increase for the department. The overall employer contribution for the unfunded liability is \$651,359.

City Manager Andy Okoro presented brief information for his department. FY 2014-2015 estimated expenditures are below amended budgeted amounts largely because of savings in contractual and professional services. FY 2015-2016 budgeted expenditures are \$10,485 or 3.5% higher than FY 2014-2015 budget because of the unfunded CalPERS pension rate increase.

City Clerk Chery Link presented brief information for the City Clerk's Department. FY 2014-2015 estimated expenditures are below amended budgeted amounts largely because of savings in full-time salaries and contractual services. FY 2015-2016 budgeted expenditures are \$65,338 or 27% higher than FY 2014-2015 budget because of costs

associated with the November 3, 2015 General Municipal Election and the unfunded CalPERS pension rate increase.

Economic Development Consultant Roger Grody presented brief information for the Economic Development Department. FY 2014-2015 estimated expenditures are below amended budgeted amounts because of deferred Historic Preservation consulting fees and conservative management of marketing resources. FY 2015-2016 budgeted expenditures are \$16,277 or 12.2% lower than FY 2014-2015 budget largely because of lower consulting fees for Historic Preservation and a decrease in capital improvement funding for the Bob and Karlene Allen History Room.

Council Member Newton inquired about funds for marketing and how much is being allocated for Sixth Street as well as for Silverlakes. In response, Mr. Grody stated that the department has a tourism and marketing budget which isn't broken down into specific components but does address new visitors to Silverlakes as well as increased activity at Ingalls Park. Council Member Newton expressed his concern of not enough funding to accomplish the department's goals.

Council Member Azevedo indicated her goal is to see Norco on the national front. Council Member Newton commented on marketing industrial properties. Mr. Grody noted the benefit of attracting tenants that create a point-of-sale on industrial properties.

Council Member Azevedo suggested money in the budget for the International Council of Shopping Centers conference and the local conference in San Diego.

Due to a lack of time to complete the Operating Budget presentations, Mayor Higgins stated that presentations and discussion would continue to another workshop scheduled for Wednesday, May 20, 2015 at 4:00 p.m. in Council Chambers.

2. Public Comments:

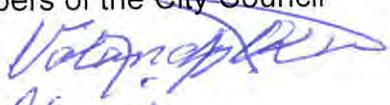
None.

ADJOURNMENT

Mayor Higgins adjourned the meeting at 6:00 p.m.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Cheryl L. Link, City Clerk 

DATE: June 3, 2015

SUBJECT: Resolutions Calling the 2015 General Municipal Election

RECOMMENDATION: Staff recommends that the City Council adopt the following Resolutions: **Resolution No. 2015-20**, requesting the Board of Supervisors of the County of Riverside consent to conducting the November 3, 2015 General Municipal Election in the City of Norco by the County of Riverside Registrar of Voters; **Resolution No. 2015-21**, calling and giving notice of the General Municipal Election to be held on November 3, 2015; and **Resolution No. 2015-22**, adopting regulations for the candidates for elective office.

SUMMARY: Three resolutions are required in order to hold a General Municipal Election on November 3, 2015, at which time the voters will consider candidates for three seats on the Norco City Council.

BACKGROUND/ANALYSIS: The approval of three resolutions will commence the election process for the City's General Municipal Election to be held November 3, 2015 in order to fill three seats on the Norco City Council. Council terms will be expiring for Kathy Azevedo, Berwin Hanna, and Herb Higgins.

The first resolution requests the Riverside County Board of Supervisors consent to conducting the General Municipal Election on November 3, 2015 for the City of Norco by the County of Riverside Registrar of Voters. The second resolution calls for, and gives notice of, the General Municipal Election to be held in the City of Norco on November 3, 2015. The third resolution adopts regulations governing candidates' statements, including the estimated cost of printing, translating and mailing candidate statements and requires candidates to pay in advance for such costs. The County of Riverside Registrar of Voters office has estimated the cost of each candidate statement to be \$525. Candidates may receive a bill or a refund for the difference depending on how many candidates actually file a candidate statement.

The nomination period for the November 3, 2015 General Municipal Election is from July 13, 2015 through August 6, 2015. If one or more of the current incumbents do not file, the deadline is extended to 6:00 p.m. on Wednesday, August 12, 2015. Between these dates, candidates may take out and file nomination papers with the City Clerk during normal business hours.

FINANCIAL IMPACT: \$45,000 has been included in the FY 2015-2016 Operating Budget for the General Municipal Election.

Attachments: Resolution No's 2015-20, 2015-21, and 2015-22

Agenda Item: 2.C.

RESOLUTION NO. 2015-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, REQUESTING THAT THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE CONSENT TO CONDUCTING THE GENERAL MUNICIPAL ELECTION OF SAID CITY TO BE HELD ON NOVEMBER 3, 2015 BY THE COUNTY OF RIVERSIDE REGISTRAR OF VOTERS

WHEREAS, the City Council of the City of Norco called a General Municipal Election in said City to be held on November 3, 2015 for the purpose of the election of three members to the City Council of the City of Norco; and

WHEREAS, it is desirable that said General Municipal Election be conducted by the County of Riverside Registrar of Voters on November 3, 2015 within said City establishing precincts, polling places and election officers and that the County of Riverside Registrar of Voters canvass the returns of the general municipal election.

NOW, THEREFORE, the City Council of the City of Norco does hereby resolve, determine, and order as follows:

SECTION 1. That pursuant to the requirements of Section 10403.5 of the Elections Code, the Board of Supervisors of the County of Riverside is hereby requested to consent and agree to conducting a general municipal election by the County of Riverside Registrar of Voters on Tuesday, November 5, 2013, for the purpose of the election of three members to the City Council of the City of Norco.

SECTION 2. Said County of Riverside Registrar of Voters is hereby authorized to canvass the returns of said general municipal election.

SECTION 3. Said Board of Supervisors is hereby requested to issue instructions to the County of Riverside Registrar of Voters to take any and all steps necessary for the holding of said election.

SECTION 4. The City of Norco agrees that all costs will be incurred by the County of Riverside by reason of conducting said election with other districts and agrees to reimburse the County of Riverside for any such costs.

SECTION 5. That the City Clerk of the City of Norco is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the County of Riverside Registrar of Voters.

Resolution No. 2015-20

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June 3, 2015

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

I, CHERYL L. LINK, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on June 3, 2015 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California on June 3, 2015.

Cheryl L. Link, CMC, City Clerk
City of Norco, California

RESOLUTION NO. 2015-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD IN SAID CITY ON TUESDAY, NOVEMBER 3, 2015, FOR THE ELECTION OF CERTAIN OFFICERS OF SAID CITY AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

WHEREAS, under the provisions of the laws relating to General Law Cities in the State of California, a regular General Municipal Election shall be held on November 3, 2015 for the election of three members of the City Council of the City of Norco for the full term of four years.

NOW, THEREFORE, the City Council of the City of Norco, California does hereby resolve, declare, determine and order as follows:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities within said State, there shall be, and there is hereby called and ordered, held in the City of Norco, California, on Tuesday, November 3, 2015, a regular General Municipal Election of the qualified electors of said City for the purpose of electing three members of the City Council of said City for the full term of four years.

SECTION 2. That the ballots to be used at said election shall be, both as to form and matter contained therein, those as may be required by law to be used.

SECTION 3. That the election services which the City of Norco requests from the Riverside County Clerk or Registrar of Voters or such other Riverside County official as may be appropriate to perform, and which such officer is hereby authorized and directed to perform if the said Riverside County Board of Supervisors consents, include: the preparation, printing and mailing of sample ballots and polling place cards, the establishment or appointment of precincts, polling places, and election officers, the furnishing of ballots, voting booths, and other necessary supplies or materials for polling places, the canvassing of the returns of election and the furnishing of the results of such canvassing to the City Clerk of the City of Norco, and the performance of such other election services as may be requested by said City Clerk that may be necessary in order to properly and lawfully conduct said election.

SECTION 4. That the polls shall be open at 7 a.m. of the day of said election and shall remain open continuously from said time until 8 p.m. the same day when said polls shall be closed, except as provided in Section 14401 of the Elections Code of the State of California.

SECTION 5. That in all particulars not recited in this resolution, said election shall be held and conducted as provided by law for holding General Municipal Elections in said City.

SECTION 6. That notice of the time and place of holding said election is hereby given and the City Clerk is hereby authorized, instructed and directed to give such further or additional notice of said election, in time, form and manner as required by law.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this resolution; shall enter the same in the book of original resolutions of said City; and shall make a minute of passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

I, CHERYL L. LINK, City Clerk of the City of Norco, California do hereby certify that the foregoing resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on June 3, 2015 by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California on June 3, 2015.

Cheryl L. Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE, PERTAINING TO MATERIALS SUBMITTED TO THE ELECTORATE AND THE COSTS THEREOF FOR THE GENERAL MUNICIPAL ELECTION TO BE HELD IN SAID CITY ON TUESDAY, NOVEMBER 3, 2015

WHEREAS, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs thereof.

NOW, THEREFORE, the City Council of the City of Norco, California, does hereby resolve, declare, determine and order as follows:

SECTION 1. GENERAL PROVISIONS. Pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at the General Municipal Election to be held in the City of Norco on November 3, 2015, may prepare a candidate's statement not to exceed 200 words, on an appropriate form provided by the City Clerk. Such statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. Such statement shall be filed in the office of the City Clerk at the time the declaration of candidacy is filed. Such statement may be withdrawn, but not changed, during the period for filing declaration of candidacy and until 6:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. PAYMENT. The Riverside County Registrar of Voters shall estimate the total cost of printing, handling, translating, and mailing the candidates' statements filed pursuant to the Elections Code, and require each candidate filing a statement to pay in advance his or her pro rata share as a condition of having his or her statement included in the voter's pamphlet. The cost of each candidate statement for the November 3, 2015 General Municipal Election, as estimated by the Riverside County Registrar of Voters for the City of Norco, is \$525. The City Clerk shall bill each candidate for any cost in excess of the deposit and shall refund within 30 days of the election any unused portion of the deposit.

SECTION 3. The City Clerk shall provide each Candidate a copy of this Resolution at the time declaration of candidacy is issued.

SECTION 4. The City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same in the book of original Resolutions of said City; and shall make a minute of passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

PASSED AND ADOPTED by the City Council of the City of Norco at a meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

I, CHERYL L. LINK, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a meeting held on June 3, 2015 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California on June 3, 2015.

Cheryl L. Link, CMC, City Clerk
City of Norco, California

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Terrence Piorkowski, Superintendent of Public Works
Lori J. Askew, Director of Public Works 

DATE: June 3, 2015

SUBJECT: Acceptance of Bids and Award of Purchase for Replacement of One Ton Service Truck for the Public Works Department

RECOMMENDATION: Accept bids submitted for the purchase of a one ton service truck from Lake Chevrolet in the amount of \$47,834.34.

SUMMARY: Staff is recommending that Council approve and authorize the purchase of a 2015 one ton service truck to be used in the maintenance of the City's streets, trails, water, and sewer system. The truck has a gross vehicle weight rating (GVWR) of 10,400 pounds, which will allow City crews to utilize the vehicle to perform multiple operational tasks. The vehicle will be purchased from Lake Chevrolet of Lake Elsinore, California who provided the lowest sealed bid.

BACKGROUND/ANALYSIS: Public Works staff is recommending the purchase of one truck with fiscal year 2014/2015 funds available within the vehicle replacement fund. The Public Works Department has become dependent on this type of truck to perform daily maintenance tasks including water distribution, infrastructure maintenance and repair, sewer pump and station maintenance, sign maintenance and installation, and maintenance of water production and treatment facilities.

On February 26, 2015, a Request for Quote was mailed by United States Postal Service to five local car dealerships. On April 1, 2015, bids were received for the purchase of a one ton truck. Following is the bid summary:

Bidder	Amount/includes Tax
Lake Chevrolet, Elsinore	\$47,834.34
Fairview Ford, San Bernardino	\$52,493.51
Browning Dodge, Norco	\$52,785.75
Raceway Ford, Riverside	\$54,158.87
Hemborg Ford, Norco	NO BID

All vendors that supplied bids would supply the vehicle in accordance with the minimum specification with no significant variation.

Acceptance of Bids and Award of Purchase for Replacement of One Ton Service Truck
for the Public Works Department

Page 2

June 3, 2015

This truck is intended to replace the City's existing 2004 Chevy C2500 which was initially scheduled to have been replaced during the 2011/2012 fiscal year. However, the department deferred the replacement of the vehicle.

The cost for replacement includes safety warning lights that are in compliance with the State of California, Title 13 requirements. The safety lighting does include a directional arrow towards the rear, side and rear mounted work lights, and also includes a 5-year warranty for replacement of the LED elements. These bids also include the installation of a customized utility bed with hydraulic lift gate and sliding tool drawers.

FISCAL IMPACT: An amount not to exceed \$48,000 including tax, shipping, and State of California licensing fee from the vehicle replacement fund 128.

Attachments: Specifications



CITY of NORCO

CITY HALL • 2870 CLARK AVENUE • NORCO CA 92860 • 951.735.3900 • F 951.270.5619

TO: Equipment Vendors

FROM: Terrence Piorkowski, Public Works Superintendent

DATE: February 26, 2015

SUBJECT: Request for Quote
New one ton chassis cab with utility service body and emergency lighting

The City of Norco is requesting sealed purchase price quotations for one (1) one ton chassis cab with utility service body.

Minimum specifications for the requested unit are to be found below. Vendors are required to complete and return the attached informational worksheet with their submitted price quotation, vehicle and equipment brochures. Line cards and equipment brochures will not be accepted as a completed quote unless accompanied by the completed and signed informational sheet. All incomplete quotation packages will be rejected.

The specifications listed below are to be considered a minimum general specification. All variances, including items that exceed the listed minimum standards must be noted on the accompanying informational worksheet which must be completed by each bidding vendor. All incomplete quotation packages will be rejected.

GENERAL SPECIFICATIONS

- ❖ Design Specifications – Chassis cab
 - New, current model year one ton
 - Regular cab
 - 2 wheel drive
 - Single rear wheel
 - 9,900 lbs GVWR
 - Front bumper
 - Daytime running lamps with automatic exterior lamp control
 - 40/20/40 Vinyl split bench seats
 - AM/FM stereo with digital clock and 2 speakers
- ❖ Powertrain
 - Naturally aspirated gasoline V8 or V10
 - 375 horsepower @5400 RPM
 - 400 Foot pounds torque @ 4500 RPM
 - Heaviest duty engine cooling system available
 - External engine oil cooler
 - Alternator – 150 amps
 - High capacity air cleaner

- Heavy duty automatic transmission
 - Overdrive
 - Tow/haul mode
 - Powertrain grade braking
 - Auxiliary external transmission oil cooler
- Heavy duty suspension package
- Rear axle
 - 3.73 ratio
 - Limited slip, posi-traction or electronic locking differential

Service Body

8' or 9" service box body with headache rack, LED stop/turn/tail lights, reflector type LED clearance lamps, class 5 tow hitch with 2" receiver and combo-hitch, backup lamps. Service boxes to have a general box height of 40", with flip top storage bin design. Floor of service body to be constructed of extra heavy gauge diamond plate steel and equipped with in floor tie downs. Service box to be equipped with "Tommy Gate" lift gate.

Curbside – Vertical bin arrangement

(All dimensions given are for comparison purposes)

Front Compartment 34"H X 15"D X 29"W with the following roll out drawers:

(3)= 3" high with dividers, 250 lb. capacity

(2)= 5" high with dividers, 250 lb. capacity

All drawers to be installed from the top down

Horizontal compartment 47"W X 15"D X 15"H with one roll out drawer mounted high:

(1) 4" high with dividers, 250 lb. capacity

Rear compartment 17"W X 34"H X 15"D with 2 adjustable shelves.

Flip top storage bins with dividers.

All interior bin bottoms to be coated with spray in (Rhino line type) bed liner.

Color - Black

Street side – Horizontal bin arrangement

All street side compartments are to be standard horizontal bin arrangements including shelving and flip top storage bins with adjustable dividers. All interior bin bottoms to be coated with spray in (Rhino line type) bed liner.

General

Supply and install new "Tommy Gate" lift gate, model G2-54-1642 TP42

Rhino line entire bed area and storage compartment bottoms.

Set of gate key valve holders on curbside rear back-wrapper.

Tekonsha P3 trailer brake controller.

Standard 7 pole "RV style" trailer connector.

Class 5 receiver hitch to include mounted 2 5/16" combo pintle ball and separate mounted 2" ball. Both combo hitch and 2" ball to be mounted on separate 2" tow hitches.

Emergency lighting

Whelen Freedom Series light bar with traffic advisor as per included configuration and mounted to the top of the headache rack. All wiring will either be ran within the structural tubing of the headache rack, or within protective rigid conduit permanently attached to the headache rack. All takedown and work lights are steady burn only, and only activated with their respective switches. Take down and work lights will not flash with the function of the light bar.

Whelen model PCCS9RW – slide switch control panel. The switches will be wired in the following pattern from left to right;

Slide switch position 1 – activates front grill, fender, bed side and rear tail warning heads.

Slide switch position 2 – all light head assemblies included in position 1 plus front and rear light bar corner LED modules.

Slide switch position 3 – all light head assemblies and light bar modules included in position 2 plus all the remaining front and rear flashing modules of the light bar

Rocker Switch 1 – front takedown lights

Rocker Switch 2 – rear work light function of both M6 light heads

Rocker Switch 3 – left light bar alley light

Rocker Switch 4 – right light bar alley light

Rocker Switch 5 – left traffic advisor

Rocker Switch 6 – right traffic advisor

Two (2) Whelen M6 V-Series light heads model #M6V2AC. Light heads to be mounted high on both sides of the rear panels of the service box.

Two (2) Whelen V-Series ION surface mount warning lights model #IONSV1A. Light heads to be mounted low on both sides of the service box near or below the last bin

Two (2) Whelen 500 Series Super LED light heads model 5V1A. Light heads to be mounted on both front fenders of the cab. Vendor to provide any necessary shims or flange adaptors required to ensure that the light head is mounted at a 90 degree angle to the ground dependent upon curvature of the fender. Light flash pattern to be programmed for CALSCAN or MODUFLASH.

Two Whelen model LINZ6A and two LINZ6C mounted in the four corners of the grill area, programmed for moduflash.

One (1) Unity LED Spot light Part Number 335V-0002. Spot light to be mounted on the driver's side.

Vendors are reminded that the aforementioned listing is to be used as a general minimum specification only. The accompanying informational worksheet must be completed to allow the City the opportunity to effectively compare all machines submitted for comparison by the competing vendors. The submitting officer of the quoting vendor will be required to sign and date the accompanying informational worksheet as well as the submitted quotation. Unsigned quotations and/or worksheets will be considered incomplete and will be rejected. The City of Norco will not be obligated to accept as 'lowest quote' any machinery quote of any vendor that does not meet the minimum guideline.

*Quotes must be submitted before **Wednesday, April 1, 2015** – 2:00 pm in a sealed envelope plainly marked on the outside:*

**Attn: Terrence Piorkowski, Public Works Superintendent
City of Norco Public Works Department
2870 Clark Avenue
Norco, CA 92860**

**SEALED QUOTE FOR "2015 One Ton Service Truck"
DO NOT OPEN WITH REGULAR MAIL**

The City reserves the right to reject any or all quotes, to waive any irregularity, to accept any quote or portion thereof, and to take all quotes under advisement.

City of Norco Public Works Department
2870 Clark Avenue
Norco, CA 92860
O 951.270.5607
F 951.735.0186

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Lori J. Askew, Director of Public Works 

DATE: June 3, 2015

SUBJECT: Acceptance of the Navy to Norco College (RCC) Sewer Improvements Project as Complete

RECOMMENDATION: Accept the Navy to Norco College (RCC) Sewer Improvements Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside.

SUMMARY: The Navy to Norco College (RCC) Sewer Improvements Project consisted of construction of an 8" VCP sewer line from a lift station located on the Navy property to a City sewer manhole located in Campus Drive, near JFK High School. These improvements have been completed to the satisfaction of the City Engineer and a Notice of Completion has been prepared for recordation.

BACKGROUND/ANALYSIS: On August 6, 2014, Council awarded a contract to TBU, Inc. of Beaumont, CA in the amount of \$214,963.00 for the construction of the Navy to Norco College (RCC) Sewer Improvements Project. The project consisted of construction of an 8" VCP sewer line from a lift station located on the Navy property to a City sewer manhole located in Campus Drive, near JFK High School. Also included in the project was construction of sewer manholes, asphalt and concrete pavement repair. One change order was prepared for the project in the amount of \$9,040.00 for rock demolition and removal in order to complete the trench that the sewer line would occupy.

TBU, Inc. completed all the work required within the work days provided to the satisfaction of the City Engineer and a Notice of Completion has been prepared. Staff is recommending that the City Council accept the work performed by TBU, Inc. as complete and authorize the City Clerk to record the Notice of Completion with the County Recorder's Office.

FINANCIAL IMPACT: None.

Attachment: Notice of Completion

RECORDING REQUESTED BY:
CITY OF NORCO
WHEN RECORDED MAIL TO:
2870 CLARK AVENUE
NORCO, CA 92860
ATTN: CITY CLERK

THIS DOCUMENT IS FILED AT THE REQUEST
OF THE CITY OF NORCO PURSUANT TO
SECTION 6103 OF THE GOVERNMENT
CODE. NO FEE IS CHARGED THEREFORE.

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN BY THE CITY OF NORCO, A MUNICIPAL CORPORATION, STATE OF CALIFORNIA THAT THE WORK DESCRIBED AS **NAVY TO NORCO COLLEGE SEWER IMPROVEMENTS PROJECT** IN THE CITY OF NORCO IN ACCORDANCE WITH THE TERMS AND WRITTEN CONTRACT DATED BETWEEN THE CITY OF NORCO AND **TBU, INC. OF BEAUMONT, CA** WAS COMPLETED AND ACCEPTED BY THE CITY OF NORCO ON THE **3RD** DAY OF **JUNE, 2015**.

THAT THE CITY OF NORCO, A PUBLIC BODY, CORPORATE AND POLITIC, WHOSE ADDRESS IS 2870 CLARK AVENUE, NORCO, CALIFORNIA, 92860 IS THE OWNER OF SAID IMPROVEMENT WORK; AND THAT SAID WORK WAS PERFORMED BEGINNING **AUGUST 6, 2014** IN THE CITY OF NORCO. THE NATURE OF INTEREST IS VENDEE UNDER CONTRACT.

THAT SAID WORK OF IMPROVEMENT WAS SO PERFORMED BY **TBU, INC. OF BEAUMONT, CA** IN ACCORDANCE WITH SAID WRITTEN AGREEMENT DATED **AUGUST 6, 2014** AND THE DRAWINGS AND SPECIFICATIONS WHICH WERE A PART OF SAID CONTRACT.

THAT THE CORPORATE SURETY ON THE CONTRACTOR'S BOND, FAITHFUL PERFORMANCE AND LABOR AND MATERIALS BOND IS **IRONSHORE SPECIALTY INS. CO.** THIS NOTICE OF COMPLETION IS GIVEN BY THE CITY OF NORCO PURSUANT TO THE APPROPRIATE PROVISIONS OF TITLE XV, PART IV, DIVISION 1 OF THE CIVIL CODE OF THE STATE OF CALIFORNIA, AND UPON ORDER OF THE CITY OF NORCO.

June 3, 2015

DATED:

CITY OF NORCO
A MUNICIPAL CORPORATION

BY: _____
CHERYL L. LINK, CMC
CITY CLERK

VERIFICATION FOR NON-INDIVIDUAL OWNER:

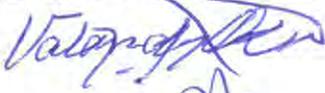
I, THE UNDERSIGNED, DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT I AM THE CITY CLERK OF THE CITY OF NORCO; THAT I HAVE SIGNED THE SAID NOTICE, THAT I KNOW AND UNDERSTAND THE CONTENTS THEREOF, AND THAT THE FACTS STATED THEREIN ARE TRUE AND CORRECT.

06/03/15
DATE

CHERYL L. LINK, CMC
CITY CLERK
CITY OF NORCO

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Lori J. Askew, Director of Public Works 

DATE: June 3, 2015

SUBJECT: Approval of Additional Appropriation for the Contract with J & S Striping for On-Call Street Striping and Pavement Marking Services for FY 2014-2015

RECOMMENDATION: Adopt **Resolution No. 2015-23**, appropriating funds in the amount of \$26,675.02 for street striping and pavement marking services.

SUMMARY: J & S Striping Company, Inc. was engaged by the City to perform street striping and pavement marking services for FY 2014-2015. They have completed their work and submitted their only invoice in the amount of \$79,675.02. This amount is more than the \$53,000 contract amount awarded to them by the City Council on August 6, 2014. Consequently, additional appropriation of funds and increase to the contract in the amount of \$26,675.02 is needed in order to pay their invoice.

BACKGROUND/ANALYSIS: On August 6, 2014, City Council accepted bids and awarded a one-year service contract to J & S Striping Company, Inc. of Ontario, CA. Funds in the amount of \$53,000 were budgeted for this project. Staff met with representatives from J & S Striping in the subsequent months to discuss strategy for striping and marking City streets. The City was divided into quadrants and J & S Striping was instructed where to begin their work. Various weather factors and project interference resulted in delays of them beginning work. Work finally commenced in late 2014.

J & S Striping submitted their only invoice in February 2015 for work completed from December 28, 2014 to January 23, 2015. The invoice is for \$79,675.02. In August of 2014, when staff presented the item to City Council for approval, only \$53,000 was budgeted and approved at the time for striping services. Staff is now recommending additional appropriation of \$26,675.02 from Gas Tax Fund to pay for the additional cost of work performed by J & S Striping. Staff has verified that the work listed on the invoice as submitted was performed and billed at the rates approved in the contract. No additional work for FY 2014-15 will be requested of J & S Striping and staff will be advertising for On-Call Striping and Marking Services for the next fiscal year.

FINANCIAL IMPACT: Funds from Street Maintenance Gas Tax Fund 133 in the amount of \$26,675.02.

Attachment: Resolution No. 2015-23

RESOLUTION NO. 2015-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING AN ADDITIONAL EXPENDITURE AND APPROPRIATION IN THE AMOUNT OF \$26,700 TO FUND THE SERVICE CONTRACT WITH J & S STRIPING FOR ON-CALL STREET STRIPING AND PAVEMENT MARKING SERVICES FOR FY 2014-2015

WHEREAS, on August 6, 2014, City Council accepted bids and awarded a one-year service contract to J & S Striping Company, Inc. of Ontario, CA for On-Call Street Striping and Pavement Marking Services; and

WHEREAS, funds in the amount of \$53,000 were budgeted for this contract; and

WHEREAS, staff divided the City into quadrants and instructed J & S Striping to begin work in the northeast quadrant of the City; and

WHEREAS, weather factors and conflicting jobs caused delays in J & S Striping not commencing work until December 2014; and

WHEREAS, the only invoice J & S Striping submitted to the City in February 2015 was for \$79,675.02; and

WHEREAS, staff has confirmed the work submitted for payment on the invoice was completed and billed at the rates approved in the contract; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Norco that the City approve an additional expenditure and appropriation in the amount of \$26,700 from the Gas Tax Fund for the service contract with J & S Striping for On-Call Street Striping and Pavement Marking Services for FY 2014-2015.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, City Clerk
City of Norco, California

Resolution No. 2015-23

Page 2

June 3, 2015

I, CHERYL L. LINK, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on June 3, 2015 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California on June 3, 2015.

Cheryl L. Link, City Clerk
City of Norco, California

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: William R. Thompson, Water/Sewer Consultant 

DATE: June 3, 2015

SUBJECT: Ratification of Fiscal Year 2015-2016 Western Riverside County Regional Wastewater Authority Budget

RECOMMENDATION: Adopt **Resolution 2015-24**, approving the Fiscal Year 2015-2016 Western Riverside County Regional Wastewater Authority Budget, establishing rates to be charged for conveyance, treatment and disposal of wastewater.

SUMMARY: The City of Norco is a member agency of the Western Riverside County Regional Wastewater Authority (WRCRWA). Each member agency is required to present the adopted fiscal year budget document to their governing body for approval. The budget details are attached for review and it is appropriate for City Council to ratify the document.

BACKGROUND/ANALYSIS: According to Section 6.A. of the Joint Exercise of Powers creating the Western Riverside County Regional Wastewater Authority (WRCRWA), each year the Board-approved budget must be ratified by each member's governing body.

Attached is a copy of the WRCRWA FY 2015-16 Operating and Capital Improvement Budget, establishing rates and charges effective July 1, 2015. The budget document was approved by the WRCRWA Board at their May 28, 2015 meeting.

The budget data was first reviewed by the Executive Committee with a unanimous recommendation for approval by the Board of Directors. The Fiscal Year 2015/2016 Budget shows an increase of \$450,650 over the 2014/15 adopted budget. Electrical costs are projected to increase approximately \$95,000, due to increased ultra violet (UV disinfection) light usage. Treatment plant labor costs are proposed to increase \$200,000 due to an additional full-time position that will perform preventative maintenance on electrical and mechanical equipment. Outside Services (laboratory) will increase by \$32,000 due to the anticipation of increased sampling. Facility maintenance will increase in the amount of \$48,500 in a concerted effort to maintain regulatory compliance. Additional treatment chemicals for odor control, administrative, increased filter cleaning and equipment rentals, account for the remaining increases.

Compared to FY 2014-15 rates, the fixed charge component per million gallons a day treated (MGD) per month is increasing \$4,017 from \$26,172 to \$30,189 or 15.3% and the variable charge per million gallons will decrease by \$20 from \$1,297 to \$1,277 or a reduction of 1.5%. This data is described in more detail on Page 10 of the WRCRWA budget document. The budget document describes the wastewater treatment capacity and conveyance system costs as well as the member agency bond debt and Capital Improvement responsibilities. The City of Norco will contribute \$79,819 to the Capital Improvement component during fiscal year 2015/16.

During the treatment plant upgrade and expansion project the Consultant reviewed the existing fixed and variable cost allocation method. Upon presentation of a modification to the cost allocation methodology the Executive Committee recommended the WRCRWA Board of Directors approve the new cost allocation strategy. The proposed 2015/16 budget further defines those costs that are fixed costs versus variable, and is reflected in the 2015/16 adopted budget. The proposed budget document includes the additional sewage flow from the City of Norco due to the inclusion of the California Rehabilitation Center (CRC) and the Navy.

FINANCIAL IMPACT: City staff has included the cost for treatment and collection as well as outstanding debt service requirements in our preparation of the City's Fiscal Year 2015-2016 sewer operations budget (126-809). Capital Improvements outlined in the WRCRWA budget have been included in the City's Fiscal Year 2015-2016 Sewer Capital Improvement fund budget (149). Upon the Council's favorable consideration and approval of the WRCRWA Fiscal Year 2015-2016 budget, staff will provide the Authority with a copy of the resolution and a Minute excerpt of Council's action to satisfy the ratification requirement.

Attachments: Resolution No. 2015-24
WRCRWA FY 2015-16 Budget

RESOLUTION NO. 2015-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA TO ADOPT THE 2015-2016 WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY BUDGET, ESTABLISHING RATES TO BE CHARGED FOR CONVEYANCE, TREATMENT AND DISPOSAL OF WASTEWATER, LOCATED IN NORCO CALIFORNIA

WHEREAS, the Western Riverside County Regional Wastewater Authority (“WRCRWA”) owns and operates a wastewater conveyance, treatment and disposal system; and

WHEREAS, the agencies having the right to discharge to the WRCRWA treatment facility and collection system are the Member Agencies: the Home Gardens Sanitary District, the Jurupa Community Services District, Western Municipal Water District, the Santa Ana Watershed Project Authority, the City of Corona and the City of Norco; and

WHEREAS, the City of Norco owns and operates a public sanitary sewer collection system that discharges directly to the WRCRWA treatment facility; and

WHEREAS, the City of Norco owns 2.2 million gallons per day of wastewater treatment capacity and 2.5 million gallons per day of conveyance capacity; and

WHEREAS, the City of Norco and each member agency is required pursuant to Section 6.A. of the Joint Exercise of Powers to approve the annual budget establishing rates.

NOW THEREFORE, BE IT RESOLVED the City of Norco City Council adopt the Western Riverside County Regional Wastewater Authority 2015-2016 Budget.

PASSED AND ADOPTED by the City Council at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, City Clerk
City of Norco, California

I, Cheryl L. Link, City Clerk of the City of Norco, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California at a regular meeting thereof held on June 3, 2015 by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on June 3, 2015.

Cheryl L. Link, City Clerk
City of Norco, California

**WESTERN RIVERSIDE
COUNTY REGIONAL
WASTEWATER
AUTHORITY**

**Fiscal Year 2015-
2016 Budget**

DRAFT

**WESTERN RIVERSIDE COUNTY REGIONAL
WASTEWATER AUTHORITY**

Fiscal Year 2015-2016 Budget

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SUMMARY BY FUND

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Budget

Summary by Fund

	Operations	Debt Service	Capital	Total
Estimated Beginning Balances 7-1-15	-	-	4,527,249	4,527,249
Sources				
Agency Contributions from Rates	6,292,900		100,000	6,392,900
Interest Income		-	3,192	3,192
Agency Debt Service Contributions		746,505		746,505
Agency Capital Contributions			284,000	284,000
SRF Funding			38,600,000	38,600,000
Darco Construction Lease	7,029			7,029
Total Sources	6,299,929	746,505	38,987,192	46,033,626
Uses				
Treatment Operations	5,525,600			5,525,600
Conveyance System	182,100			182,100
Administration & General	585,200			585,200
Debt Service		746,505		746,505
Capital Expenditures			38,884,000	38,884,000
Total Uses	6,292,900	746,505	38,884,000	45,923,405
Projected Ending Balances 6-30-16	\$ 7,029	\$ -	\$ 4,630,441	\$ 4,637,470

**MEMBER AGENCY
FUNDING BY
CATEGORY**

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Budget

Member Contribution Summary

Expenditure Category	SAWPA	WMWD	JCSD	Norco	HGSD	Corona	Total
Operations:							
Treatment Plant	-	894,487	2,561,500	1,632,932	436,680	-	5,525,600
Conveyance System	-	81,666	-	78,766	21,669	-	182,100
General & Administration*	-	85,736	266,538	119,942	44,423	68,561	585,200
Reserve for Asset Replacement	-	24,125	40,625	27,500	7,750	-	100,000
Total Operating Contributions	-	1,086,014	2,868,663	1,859,140	510,522	68,561	6,392,900
Debt Service:							
SRF Loans	533,924	33,834	-	146,694	32,053	-	746,505
Total Debt Service Contributions	533,924	33,834	-	146,694	32,053	-	746,505
Total Capital Expenditures	-	96,772	84,502	79,819	22,907	-	284,000
Total Proposed Member Contributions	\$ 533,924	\$ 1,216,620	\$ 2,953,165	\$ 2,085,653	\$ 565,482	\$ 68,561	\$ 7,423,405

*Corona's Member Contributions for G&A have been decreased for the BBK legal expense associated with July 2013 Transformer Failure. The discharging members will pay their proportional share of \$30,505 as follows: WMWD 16.6%, JCSD 51.6%, Norco 23.2%, HGSD 8.6%

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Budget
Calculation of Operating Expenses By Member

<u>Proposed Rates</u>	<u>Amount Per MGD Per Month</u>	<u>Estimated Flows</u>	<u>Treatment MGD</u>	<u>Conveyance MGD</u>
		WMWD	0.730	0.730
		JCSD	3.600	-
Fixed		NORCO	2.210	2.210
Treatment (8 MGD Capacity)	\$ 24,592	HGSD	0.570	0.570
Conveyance (8.4 MGD Cap)	1,072	Corona	-	-
Res for Asset Replacement (8 MGD Capacity)	1,042	Total	7.110	3.510
Total	\$ 26,706			
Fixed				
G & A (14.0 MGD Capacity)	3,483			
Grand Total Fixed	\$ 30,189			
	<u>Amount Per MG</u>			
Variable				
Treatment	\$ 1,219			
Conveyance	58			
Total	\$ 1,277			

Estimated Member Contributions to Operating Expenses for FY 2015-2016

	<u>Capacity</u>		<u>Treatment</u>		<u>Conveyance</u>		<u>G & A</u>		<u>Reserve for Replacement</u>	<u>Total</u>
	<u>Treatment</u>	<u>Conveyance</u>	<u>Fixed</u>	<u>Variable</u>	<u>Fixed</u>	<u>Variable</u>	<u>Capacity</u>	<u>Fixed</u>	<u>Fixed</u>	
WMWD	1.930	5.150	569,555	324,932	66,276	15,390	1.930	80,674	24,125	1,080,952
JCSD	3.250	-	959,095	1,602,405	-	-	6.000	250,800	40,625	2,852,925
NORCO	2.200	2.500	649,234	983,698	32,173	46,593	2.700	112,860	27,500	1,852,058
HGSD	0.620	0.750	182,966	253,714	9,652	12,017	1.000	41,800	7,750	507,899
CORONA	-	-	-	-	-	-	2.370	99,066	-	99,066
Total	8.000	8.400	\$ 2,360,850	\$ 3,164,750	\$ 108,100	\$ 74,000	14.000	\$ 585,200	\$ 100,000	\$ 6,392,900

**OPERATIONS
FUND
EXPENDITURES**

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget

Operating Fund Summary

<u>Budget Element</u>	<u>Amount</u>
Treatment Operations	
Treatment Plant	5,448,000
Pre-treatment	77,600
Total Treatment Operations	<u>5,525,600</u>
Conveyance System	182,100
General and Administrative	585,200
Reserve for Asset Replacement	100,000
Total Operating Costs	<u><u>6,392,900</u></u>

**WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget**

Treatment Operations

Treatment Plant

Description:

Staff under the WMWD contract shall manage, operate and maintain the wastewater treatment facilities and implement quality assurance procedures in accordance with legal and regulatory requirements; including performance of necessary laboratory analysis as required by the NPDES issued by the Santa Ana Regional Water Quality Control Board.

Labor Cost

Labor and Overhead		1,760,000
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Laboratory

Laboratory - Outside Services	<u>137,000</u>	
Total Laboratory		137,000

Facility Maintenance

Maintenance - System Repairs (Facility Maint.)		423,500
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Other Direct Costs

Vehicles/Equipment Usage	51,000	
Utilities (Electric, Gas, Water, Phone)	1,125,000	
Chemicals	600,000	
U.V. Bulbs & Ballasts	230,000	
Disposal Charges - Solids/Sludge	973,000	
Permits, Licenses and Fees	73,500	
Maintenance - Buildings and Yard	50,000	
Material, Supplies	<u>25,000</u>	
Total Other Direct Costs		3,127,500

Total Treatment Plant

5,448,000

**WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget**

Treatment Operations - continued

Pre-treatment

Description:

Staff under the WMWD contract shall implement, administer and enforce an industrial wastewater pretreatment program, to include the sampling, laboratory testing and monitoring of wastewater discharge at connection sites to the West Riverside conveyance system as mandated by discharge permits.

Labor Cost

Labor and Overhead	62,000
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Laboratory

Laboratory - Outside Services	5,500
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Other Direct Expenses

Vehicles/Equipment Usage	1,000	
Material, Supplies	9,100	
Total Other Direct Expenses	10,100	

Total Pre-treatment	<u>77,600</u>
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Total Treatment Operations	<u><u>5,525,600</u></u>
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**WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget**

Conveyance System Operations

Description:

Staff under WMWD's contract will perform work associated with the routine maintenance, monitoring, and repairs of the South Regional Interceptor including meter readings, meter calibration and repair, line locations, inspection, siphon cleaning, bleach injection, sampling, maintain records and generate reports as required. In addition, staff will provide for 24 hour per day remote monitoring of system alarms and need to response; as well as conduct on-site routine facility inspections of pump station and force main three times per week to verify and maintain proper operation of wet well, pumps, motors, instrumentation, communication and control equipment. Staff will also maintain records and generate reports as related to various meter readings taken and both predictive and preventative maintenance performed.

Labor Cost

Labor and Overhead	66,000
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Facility Maintenance

Maintenance - System Repairs (Facility Maint.)	30,000
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Other Direct Expenses

Vehicle/Equipment Usage	25,000	
Utilities (Electric, Gas, Water, Phone)	58,000	
Maintenance - Buildings and Yard	2,100	
Material, Supplies	1,000	
Total Other Direct Expenses	86,100	

TOTAL CONVEYANCE SYSTEM

182,100

**WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget**

General and Administrative

Description:

G & A Expenses Charged Directly to WRCRWA

Budgeted G & A expenses include anticipated expenditures for engineering and other professional or technical services, liability and property insurance, audit services, general legal services and dues and subscriptions.

G & A Expenses Absorbed by Western and Included in the Overhead Multiplier

Administration

All tasks related to support of JPA Executive Committee and Board. These items include coordinating all aspects of agenda planning for both Executive Committee and Board. Coordinate production of administrative resolutions and ordinances as needed for approval by JPA Board. Oversee contract administration and handle all administrative tasks related to Board Meetings including recording secretary duties, tracking of agenda items, records management for JPA, and noticing meetings. Coordination with JPA legal staff on policy items, resolutions, FPPC filings, etc.. Maintain contact as a required with regulatory agencies. Coordinate with the media and JPA agencies on public affairs issues, including emergency response and crisis communication.

Finance

Western's Finance staff provides the processing, monitoring, reporting and analysis required to maintain all financial activities of the authority. Specific functions include accounts payable, billing, accounts receivable, budget, cash and investment management, audit coordination, debt service maintenance, general ledger maintenance, and all reporting for internal and external users. In addition, Western staff coordinates the Authority's functions related to risk management needs, rate analysis and implementation, and other tasks as required.

Consulting Cost

Outside Services	175,000
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Other Indirect Costs

Insurance Expense	81,000	
Audit Expense	13,500	
Mercury Monitoring - SARDA	3,000	
Basin Monitoring Program	16,500	
Cyanide Sampling	2,000	
EC Monitoring Program	7,500	
Bank Charges	1,000	
General Supplies	500	
	125,000	
Total Other Indirect Costs		125,000

Legal Cost

General	285,200
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TOTAL GENERAL ADMINISTRATION

585,200

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget
Comparison to Prior Year

	2014-2015 Budget	2015-2016 Budget	2016 Budget Over (Under) 2015 Budget	
			Amount	% Change
Treatment Plant				
Labor Costs	1,560,000	1,760,000	200,000	12.8%
In-house Laboratory	-	-	-	
Outside Services (Laboratory)	105,000	137,000	32,000	30.5%
Facility Maintenance	375,000	423,500	48,500	12.9%
Vehicles/Equipment Rental	33,000	51,000	18,000	54.5%
Utilities (Electric, Gas, Water)	1,030,000	1,125,000	95,000	9.2%
Chemicals	622,000	600,000	(22,000)	-3.5%
U.V. Bulbs & Ballasts	236,500	230,000	(6,500)	-2.7%
Solids Disposal/Sludge	1,046,000	973,000	(73,000)	-7.0%
Permits and Fees	60,000	73,500	13,500	22.5%
Facility Maintenance - Bldg & Yard	40,000	50,000	10,000	25.0%
Supplies	20,000	25,000	5,000	25.0%
Total Treatment Costs	5,127,500	5,448,000	320,500	6.3%
Pre-treatment				
Labor Costs	47,000	62,000	15,000	31.9%
Equipment Rental	5,000	1,000	(4,000)	-80.0%
Laboratory - Quality Testing	6,000	5,500	(500)	-8.3%
Supplies	1,000	9,100	8,100	810.0%
Total Pre-treatment Costs	59,000	77,600	18,600	31.5%
Total Treatment Operations	5,186,500	5,525,600	339,100	6.5%
Conveyance System				
Labor Costs	66,000	66,000	-	0.0%
Facility Maintenance	15,000	30,000	15,000	100.0%
Vehicle/Equipment Rental	7,400	25,000	17,600	237.8%
Utilities	58,000	58,000	-	0.0%
Outside Services - Landscape	2,000	2,100	100	5.0%
Misc. Supplies/Operating Expenses	1,500	1,000	(500)	-33.3%
Total Conveyance System Costs	149,900	182,100	32,200	21.5%
General and Administration				
Outside Services (Consulting)	170,000	175,000	5,000	2.9%
Insurance Expense	87,000	81,000	(6,000)	-6.9%
Audit Expense	14,600	13,500	(1,100)	-7.5%
Mercury Monitoring - SARDA	6,500	3,000	(3,500)	-53.8%
Basin Monitoring Program	16,750	16,500	(250)	-1.5%
Cyanide Sampling	2,000	2,000	-	0.0%
EC Sampling	7,500	7,500	-	0.0%
Bank Charges	1,000	1,000	-	0.0%
General Supplies	500	500	-	0.0%
Legal Costs - General	200,000	285,200	85,200	42.6%
Total General and Administration	505,850	585,200	79,350	15.7%
Reserve for Asset Replacement	100,000	100,000	-	0.0%
Reserve for Capital Improve. & Special Studies	-	-	-	
Total Operating Costs	5,942,250	6,392,900	450,650	7.6%

RATE CALCULATION

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Operations Fund Budget
Allocation of Fixed and Variable Costs and Calculation of Wastewater Rates
Per Carollo Cost Allocation Report Dated September 2010

	2015-2016 Budget		
	Total	Fixed Costs	Variable Costs
Treatment Operations			
<u>Treatment Plant</u>			
Labor	1,760,000	1,760,000	-
Laboratory	137,000	137,000	-
Facility Maintenance	423,500	211,750	211,750
Vehicle/Equipment Rental	51,000	51,000	-
Utilities	1,125,000	-	1,125,000
Chemicals	600,000	-	600,000
U.V. Bulbs & Ballasts	230,000	-	230,000
Solids Disposal/Sludge	973,000	-	973,000
Permits and Fees	73,500	73,500	-
Landscape	50,000	50,000	-
Supplies	25,000	-	25,000
Subtotal Treatment Plant	<u>5,448,000</u>	<u>2,283,250</u>	<u>3,164,750</u>
Pre-treatment	77,600	77,600	-
Total Treatment Operations	<u>5,525,600</u>	<u>2,360,850</u>	<u>3,164,750</u>
Conveyance System			
Labor	66,000	66,000	-
Facility Maintenance	30,000	15,000	15,000
Vehicle/Equipment Rental	25,000	25,000	-
Utilities	58,000	-	58,000
Outside Services-Landscape	2,100	2,100	-
Supplies	1,000	-	1,000
Total Conveyance System	<u>182,100</u>	<u>108,100</u>	<u>74,000</u>
General and Administrative			
	585,200	585,200	-
Reserve for Asset Replacement	100,000	100,000	-
Total Operating Budget used for Rate Calculation	<u><u>6,392,900</u></u>	<u><u>3,154,150</u></u>	<u><u>3,238,750</u></u>
Fixed and Variable Rates per MGD			
	Fixed Per MGD Per Month	Variable Per MG	
Proposed 2015-2016 Rates			
Treatment	24,592	1,219	
Conveyance	1,072	58	
Administrative	3,483		
Reserve for Asset Replacement	1,042	-	
Total	<u>30,189</u>	<u>1,277</u>	
Existing Rates From Fiscal Year 2014-2015 Budget			
Treatment	21,297	1,242	
Conveyance	822	55	
Administrative	3,011	-	
Reserve for Asset Replacement	1,042	-	
Total	<u>26,172</u>	<u>1,297</u>	
Amount of Increase/(Decrease) From 2014-2015 Rates			
Treatment	3,295	(23)	
Conveyance	250	3	
Administrative	472	-	
Reserve for Asset Replacement	-	-	
Total	<u>4,017</u>	<u>(20)</u>	
Percent Increase/(Decrease)	15.3%	-1.5%	

**DEBT SERVICE
FUND
EXPENDITURES**

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Debt Service Fund Budget
Debt Service Expenditures

<u>SRF LOANS</u>		<u>Due</u>	<u>Member</u>	<u>Res. 95-20 Allocation Percentage</u>	<u>Balance 6/30/2015</u>	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance 6-30-2016</u>
Loan #2	Non-Reclaimable Sewer	2/13/16	SAWPA	100.0%	899,362	316,730	25,182	291,548	607,814
Loan #3	So. Regional Force Main								
Section 1	(Conveyance)	6/1/16	HGSD	8.9%	60,143	21,106	1,678	19,428	40,714
			NORCO	29.8%	201,376	70,645	5,615	65,030	136,346
			WMWD	9.4%	63,521	22,272	1,770	20,502	43,020
			SAWPA	51.9%	350,719	122,991	9,776	113,216	237,503
	Subtotal Section 1			100.0%	675,759	237,014	18,838	218,176	457,582
Section 2	Corona Trunk Sewer		SAWPA	100.0%	85,341	30,364	2,413	27,951	57,390
Section 3	Norco Trunk Sewer & Pumping Station		NORCO	100.0%	109,724	39,394	3,131	36,263	73,461
TOTAL LOAN #3					870,823	306,773	24,383	282,390	588,433
Loan #4	So. Regional Pumping Station (Conveyance)	6/1/16	HGSD	8.9%	31,075	10,947	870	10,077	20,998
			NORCO	29.8%	104,050	36,655	2,913	33,741	70,309
			WMWD	9.4%	32,821	11,562	919	10,643	22,178
			SAWPA	51.9%	181,214	63,838	5,074	58,764	122,450
TOTAL LOAN #4					349,160	123,002	9,776	113,226	235,935
TOTAL SRF LOANS					\$746,505	\$59,342	\$687,163	\$1,432,182	
<hr/>									
TOTAL LONG TERM DEBT									\$1,432,182

<u>MEMBER</u>	<u>AMOUNT</u>	<u>Loan#</u>	<u>Final Payment Due</u>
HGSD	32,053	SRF #2	2/13/2018
NORCO	146,694	SRF #3	6/1/2018
SAWPA	533,924	SRF #4	6/1/2018
WMWD	33,834		
JCSD	-		
	\$746,505		

CAPITAL FUND EXPENDITURES

WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
Fiscal Year 2015-2016 Capital Fund Budget
Capital Expenditures

Description	Agency Amounts to be Expended in 2015-2016						
	Total	SAWPA	WMWD	JCSD	Norco	HGSD	Corona
Repair and Replacement							
<u>Treatment Plant</u>							
<u>General</u>							
Generator Transfer Swich Gear Rehabilitation	30,000		7,237	12,188	8,250	2,325	
Trees Along Perimeter of Facility	20,000		4,825	8,125	5,500	1,550	
Instrument Purchase	46,000		11,097	18,688	12,650	3,565	
<u>Headworks Preliminary Treatment</u>							
Grit Pump Spare	15,000		3,618	6,094	4,125	1,163	
<u>Secondary Treatment</u>							
RAS Pump Bases	55,000		13,268	22,344	15,125	4,263	
RAS Pumps 3	20,000		4,825	8,125	5,500	1,550	
WAS Pump Spare	12,000		2,895	4,875	3,300	930	
<u>Solids Handling</u>							
Truck Loading Screw Conveyor Chutes Replacement	10,000		2,412	4,063	2,750	775	
<u>South Regional Pump Station</u>							
SRPS Pump 3 VFD Replacement and SCADA Improvements	76,000		46,595	-	22,619	6,786	-
Plant Expansion							
Construction Phase	38,600,000			17,691,667	3,216,667	2,444,667	15,247,000
Total Capital Expenditures	\$ 38,884,000	\$ -	\$ 96,772	\$ 17,776,169	\$ 3,296,486	\$ 2,467,573	\$ 15,247,000
Less SRF Construction Financing	38,600,000			17,691,667	3,216,667	2,444,667	15,247,000
Net Capital Expenditures	\$ 284,000	\$ -	\$ 96,772	\$ 84,502	\$ 79,819	\$ 22,907	\$ -

**Western Riverside County Regional Wastewater Authority
 Fiscal Year 2015-2016 Capital Fund Budget
 Capital Project Descriptions**

Total Equipment Replacement/Rehabilitation Cost

This funding is being requested to purchase new equipment or for mechanical rehabilitation that extends the life of a piece of equipment due to mechanical wear or equipment age. These items include the following:

General Items

Generator transfer Switch Gear Rehabilitation

Several of the generator transfer switch gear components have been identified as needing repair or complete replacement. This request is to have contract services perform this work ensuring generator reliability. \$30,000

Trees Along Perimeter of Facility

Additional trees need to be planted along the fence line (berm). \$20,000

Instrument Purchase

The following field instruments are required for use in managing process control at the wastewater facility:

Influent and Effluent Samplers	\$ 20,000
Meter Replacement (Contingent)	\$ 20,000
Field Sampling Equipment (DO, pH, Con, ORP)	\$ 6,000

\$46,000

Headworks Preliminary Treatment

Grit Pump Spare

Currently, the grit pumping operation is two pumps in a lead lag scenario. Staff would like to purchase as spare grit pump to ensure reliability. This pump has long lead time for a replacement and is mission critical to plant operation. \$15,000

Secondary Treatment

RAS Pump Bases

The RAS pump bases have rusted through and should be replaced. \$55,000

RAS Pumps 2 & 3

The RAS pumps are in need of refurbishment or replacement due to wear. \$20,000

WAS Pump Spare

Currently, the WAS pumping operation is two pumps in a lead lag scenario. Staff would like to purchase a WAS pump to ensure reliability. This pump has long lead time for a replacement and is mission critical to plant operation. \$12,000

Solids Handling

Truck Loading Screw Conveyor Chutes Replacement

The screw conveyor chutes need to be replaced due to high number of operational hours and subsequent wear. \$10,000

South Regional Pump Station

SRPS Pump 3 VFD Replacement and SCADA Improvements

The existing Programmable Logic Controller (PLC), operator interface, and variable frequency drive (VFD) serving pump 3 at the South Regional Pump Station (SRPS) are past their useful life, and require replacement. The VFD and operator interface terminal are currently offline and not repairable. Staff has replaced primary hardware in the PLC and is concerned that the unit will fault and/or fail in the near future. Replacing these critical control components will improve communication, reliability, and efficiency, thus reducing spill potential. \$76,000

Subtotal Capital Projects

\$284,000

Plant Expansion

This project will expand the existing treatment plant from a capacity of 8.0 Million Gallons per Day (MGD) to 14 MGD. The expanded capacity will be allocated as follows: 2.75 MGD for Jurupa Community Service District; 2.37 MGD for the City of Corona; 0.5 MGD for the City of Norco; and 0.38 for the Home Gardens Sanitation District. The project will construct: a new flow channel in the headworks, new primary clarifiers, modifications to the equalization basin, new bio-reactors, a new secondary clarifier, new tertiary filtration, new chlorine contact basin, conversion of digesters from aerobic to anaerobic, new solar drying solids handling facilities, new odor control, aesthetic improvements⁽¹⁾, and electrical and instrumentation upgrades. \$38,600,000

(1) Includes \$52,200 for planting of trees and groundcover along perimeter and revision to irrigation.

Grand Total Capital Expenditures

\$38,884,000

Western Riverside County Regional Wastewater Authority
Schedule of Designated Reserve Balances
Fiscal Year 2015-2016 Budget

Asset Replacement	JCSD	WMWD	HGSD	Norco	Asset Replacement Total	Corona Buy-In Total	Grand Total
Beginning Balance 07/01/15	218,808	119,686	40,071	148,684	527,249	4,000,000	4,527,249
Addition per FY16 Budget	41,500	22,700	7,600	28,200	100,000		100,000
6/30/16 Projected Ending Balance	260,308	142,386	47,671	176,884	627,249	4,000,000	4,627,249
Addition per FY16 Budget	41,500	22,700	7,600	28,200	100,000		100,000
6/30/17 Projected Ending Balance	301,808	165,086	55,271	205,084	727,249	4,000,000	4,727,249
Percent Allocation	41.5%	22.7%	7.6%	28.2%	100.0%		

Note: Reserves primarily based on capacity.

Attachment 2

RESOLUTION 15-002

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER
AUTHORITY ESTABLISHING RATES TO BE CHARGED
FOR THE CONVEYANCE, TREATMENT AND DISPOSAL
OF WASTEWATER

WHEREAS, the WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY ("the Authority") owns and operates a wastewater conveyance, treatment and disposal system ("system"); and

WHEREAS, the agencies having the right to discharge to the AUTHORITY's system are the AUTHORITY's Member Agencies: The Home Gardens Sanitary District, the Jurupa Community Services District, the City of Norco, the Western Municipal Water District of Riverside County, and the City of Corona (Corona); and

WHEREAS, in order to defray the costs of operating and maintaining its system, the AUTHORITY must establish, from time-to-time, rates to be charged to its Member Agencies for the operation and maintenance of the system.

NOW, THEREFORE, the Board of Directors of the WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY hereby resolve as follows:

Section 1. Rate Components The rate to be charged to use the system shall consist of the following components:

- a. A fixed rate component, which shall defray system operation and maintenance costs and expenses which do not vary significantly in proportion to the wastewater flow delivered to the system.

Fixed Treatment: The fixed treatment rate component consists of the following sub-components based on 8 MGD existing capacity:

- Treatment
- Conveyance
- Reserve for Asset Replacement

Fixed Administration: The fixed administration rate component consists of the following sub-component based on 14.00 MGD future capacity:

- Administration

b. A variable rate component, which shall defray the system operation and maintenance costs and expenses which vary generally in proportion to the wastewater flow delivered to the system. The variable rate component shall consist of the following sub-components:

- Treatment
- Conveyance

c. An Excess Capacity Surcharge Rate Component, which shall include the above Fixed and Variable Rate Components together with Annualized Capital and Carrying Costs. This Excess Capacity Surcharge Rate Component shall be charged to a member agency for discharges in excess of that agency's owned capacity. The Surcharge Rate Component shall consist of the following sub-components:

- Treatment
- Conveyance

Section 2. Fixed Rate There is hereby established, and each Member Agency shall pay, whether or not any wastewater is delivered to the system, the total of the following fixed rate sub-components, per million gallons per day ("MGD") of capacities owned by the Member Agency:

Fixed Rates:	MGD per month
Treatment	24,592
Conveyance	1,072
Reserve for Asset Replacement	<u>1,042</u>
Subtotal	\$26,706
Administration	<u>3,483</u>
Grand Total Fixed	<u><u>\$30,189</u></u>

Section 3. Variable Rate In addition to paying the total fixed rate provided for above, each Member Agency shall pay for each million gallons of wastewater actually delivered by the Member Agency to the system the following variable rate sub-components:

Variable Rates:	MG Discharged
Treatment	1,219
Conveyance	<u>58</u>
Grand Total Variable	<u>\$1,277</u>

Section 4. Allocation of Capacity for Fixed Rate Calculation Purposes Fixed rates due hereunder shall be calculated on the basis of the following allocation of capacity in the system:

- a. To calculate the fixed rate for the Treatment sub-components, the following capacities are hereby allocated to the Member Agencies using 8.0 MGD existing capacity:

Agency	MGD
HGSD	0.62
JCSD	3.25
NORCO	2.20
WMWD	1.93
Corona	0.00
Total	<u>8.00</u>

b. To calculate the fixed rate for the Administration sub-component, the following capacities are hereby allocated to the Member Agencies using 14.00 MGD future capacity:

Agency	MGD
HGSD	1.00
JCSD	6.00
NORCO	2.70
WMWD	1.93
Corona	2.37
Total	<u>14.00</u>

c. To calculate the fixed rate Conveyance sub-component, the following capacities are hereby allocated to the Member Agencies using 8.4 MGD existing capacity:

Agency	MGD
HGSD	0.75
JCSD	0.00
NORCO	2.50
WMWD	5.15
Corona	<u>0.00</u>
Total	8.40

Section 5. Excess Capacity Management Service Rates

Excess capacity rate methodology was adopted by the Board on March 27, 2013 along with the Excess Capacity Management Service that allows Members in need of capacity to temporarily use capacity excess to the needs of another Member. The rate consists of the above Fixed and Variable rate components together with a Capital/Carry component calculated as a return on investment for capital and ongoing carrying costs paid by Members for ownership of capacity excess to their current needs. The Variable component is invoiced at the time capacity is used. The Fixed component and Capital/Carry component are billed separately throughout the year.

a. Excess Capacity Treatment Surcharge Rate

	MG Discharged
Fixed	957
Variable	1,219
Cap/Carry	<u>524</u>
Total Surcharge	\$2,700

b. Excess Capacity Conveyance Surcharge Rate

	MG Discharged
Fixed	35
Variable	58
Capital/Carry Costs	<u>163</u>
Total Surcharge	\$256

Section 6. Payment Due Date Invoices for Fixed Rates

shall be paid monthly, in advance. The Fixed Rate invoice will be billed by approximately the 21st of the prior month shall considered delinquent if not paid by the 15th of the month for which the charge is being paid.

The variable charge shall be paid monthly, in arrears. The variable charge will be based on actual flows and will be billed on approximately the 21st of the month following the actual flows.

Payment will be considered delinquent if not paid by the 15th of the following month.

Invoices for Excess Capacity Surcharge Rates shall be paid upon receipt, based on capacity used that exceeds capacity owned. The Excess Capacity Surcharge Rate Invoice will be based on actual flows and will be billed throughout the year based on Excess Capacity use activity. Payment will be considered delinquent if not paid by the 15th of the following month.

Section 7. Effective Date The rates established by this Resolution shall be effective on July 1, 2015. Resolution 14-002 is hereby superseded.

ADOPTED this 28th day of MAY 2015.

WESTERN RIVERSIDE COUNTY REGIONAL
WASTEWATER AUTHORITY

GREG NEWTON
Chair

I hereby certify that the foregoing is a full, true and correct copy of Resolution 15-002 adopted by the Board of Directors of WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY at a special meeting held MAY 28, 2015.

S.R. "AL" LOPEZ
Secretary-Treasurer

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Myrna Paakkonen, Human Resource Analyst 

DATE: June 3, 2015

SUBJECT: Approval of the Part-Time Salary Schedule and **Resolution No. 2015-25**, Establishing an Employer Paid Sick Leave Policy for Part-Time, Temporary, and Seasonal Employees

RECOMMENDATION: Approve the Part-Time Salary Schedule and adopt **Resolution No. 2015-25** pursuant to AB 1522 Healthy Workplaces, Healthy Families Act of 2014.

SUMMARY: California minimum wage increases from \$9.00 an hour to \$10.00 an hour effective January 1, 2016. Part time salaries have been adjusted accordingly to reflect minimum wage increase.

BACKGROUND/ANALYSIS: On September 25, 2013, California Governor Jerry Brown signed into law a measure raising the state's minimum wage to \$10 per hour in two steps by 2016. Effective January 1, 2016 part-time salaries have been adjusted to reflect the California minimum wage increase.

Additionally, effective July 1, 2015, part-time staff will begin accruing sick leave benefit at a rate of one hour for every thirty hours worked to meet the Healthy Workplaces/Healthy Families Act of 2014 provisions.

FINANCIAL IMPACT: The additional costs related to the proposed changes in salaries have been included in the fiscal year 2016 operating budget.

Attachments: Resolution No. 2015-25
Part-Time Salary Schedule

RESOLUTION NO. 2015-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, ESTABLISHING EMPLOYER PAID SICK LEAVE POLICY FOR PART-TIME, TEMPORARY, AND SEASONAL EMPLOYEES PURSUANT TO AB 1522, HEALTHY WORKPLACES, HEALTHY FAMILIES ACT OF 2014

WHEREAS, on September 10, 2014 the Governor of the State of California signed the Healthy Workplaces, Healthy Families Act of 2014 (AB1522) providing paid sick leave for covered employees effective January 1, 2015; and

WHEREAS, the AB 1522 paid sick leave provisions are to take effect July 1, 2015; and

WHEREAS, the City Council desires to establish a paid sick leave policy pursuant to AB 1522 for part-time, temporary, and seasonal employees; and

WHEREAS, part-time, temporary, and seasonal employees are not covered by an existing collective bargaining agreement, benefits resolution nor any other benefits policy; and

WHEREAS, AB 1522 allows the City to establish the accrual method and the minimum usage increment for paid sick leave;

NOW THEREFORE, BE IT RESOLVED effective July 1, 2015, part-time, temporary, and seasonal employees employed by the City for 30 days or more will be entitled to accrue paid sick leave at the employee's regular rate of pay of not less than one hour per every 30 hours worked commencing July 1, 2015.

FURTHERMORE, BE IT RESOLVED that a part-time employee is entitled to use accrued paid sick days beginning on the 90th day of employment. After 90 days employees may use paid sick days as they are accrued, with a minimum increment of two hours of sick leave. A part-time employee may use up to three days or 24 hours of accrued sick time per year. Employees may accrue up to a maximum of 48 hours.

Resolution No. 2015-25

Page 2

June 3, 2015

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on June 3, 2015 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

CITY OF NORCO
Salary Schedule for Part-Time Employees
Hourly Rates Effective July 1, 2014

Range No.	Classification/Job Title		STEP A	STEP B	STEP C	STEP D	STEP E
P20	Recreation and Community Services Aide Kennel Aide	Hourly	9.00	9.45	9.92	10.41	10.93
P23	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	9.50	9.98	10.48	11.00	11.55
P24	Recreation and Community Services Leader II	Hourly	10.00	10.50	11.00	11.50	12.08
P27	Recreation and Community Services Leader III Bus Driver	Hourly	11.00	11.55	12.13	12.73	13.37
P28	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	11.50	12.08	12.68	13.31	13.98
P43	Temporary Part-Time Positions	Hourly	9.00	to	30.00		

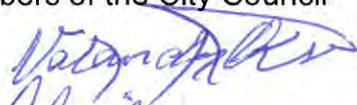
CITY OF NORCO
Salary Schedule for Part-Time Employees
Hourly Rates Effective January 1, 2016

Range No.	Classification/Job Title		STEP A	STEP B	STEP C	STEP D	STEP E
P20	Recreation and Community Services Aide Kennel Aide	Hourly	10.0000	10.5000	11.0250	11.5763	12.1551
P23	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	10.5000	11.0250	11.5763	12.1551	12.7628
P24	Recreation and Community Services Leader II	Hourly	11.0000	11.5500	12.1275	12.7339	13.3706
P27	Recreation and Community Services Leader III Bus Driver	Hourly	11.5000	12.0750	12.6788	13.3127	13.9783
P28	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	12.0000	12.6000	13.2300	13.8915	14.5861
P43	Temporary Part-Time Positions	Hourly	10.00	to	30.00		

City Manager: _____ Date: _____

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Cheryl L. Link, City Clerk 

DATE: June 3, 2015

SUBJECT: Proposed Cancellation of the July 1, 2015 City Council Regular Meeting

RECOMMENDATION: Cancel the July 1, 2015 City Council regular meeting.

SUMMARY: It is being proposed to the City Council that the July 1, 2015 regular meeting be cancelled due to the Independence Day holiday celebrations taking place the same week.

BACKGROUND/ANALYSIS: The City Council is being recommended to cancel its regular meeting scheduled for Wednesday, July 1, 2015. Most recently, the City Council has cancelled its meetings near the Independence Day holiday in 2012, 2013, and 2014. If there are any time-sensitive items that necessitate City Council action, a special City Council meeting will be called and noticed.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Dominic C. Milano, City Engineer

DATE: June 3, 2015

SUBJECT: Order of Procedure and Resolutions Necessary for the Annual Assessment Levy Continuing Landscape Maintenance Districts No. 1 – Beazer, Tract 28765; No. 3 – Centex, Tract 28826; No. 4 – Norco Ridge Ranch, Tracts 29588 and 29589; and No. 5 – Hawk’s Crest, Tract 30230

Resolution No. 2015-26, (Beazer); **Resolution No. 2015-27**, (Centex); **Resolution No. 2015-28**, (Norco Ridge Ranch); **Resolution No. 2015-29**, (Hawk’s Crest), Approving the Engineer’s Preliminary Report for the Annual Levy of Assessments for the Fiscal Year 2015-2016 in Said District;

Resolution No. 2015-30, (Beazer); **Resolution No. 2015-31**, (Centex); **Resolution No. 2015-32**, (Norco Ridge Ranch), **Resolution No. 2015-33**, (Hawk’s Crest), Declaring City’s Intention to Provide for an Annual Levy and Collection of Assessments for Certain Maintenance in an Existing District, and Setting a Time and Place for the Public Hearing

RECOMMENDATION: That the members of the City Council adopt the four Resolutions approving the Preliminary Engineer’s Reports and the four Resolutions providing for an annual levy of assessments and setting the public hearing date.

SUMMARY: The “Landscaping and Lighting Act of 1972 requires that an Engineer’s Report for existing landscape maintenance districts (LMDs) must be reviewed and approved annually to continue assessments for the districts. The formation of the four districts allow for an annual increase not to exceed the Consumer Price Index (CPI). The CPI ending March 31, 2015 adjustment per parcel assessment in all districts is 0.5%.

This year's Engineer's Report includes the estimated fund balance for Fiscal Year ending June 30, 2015 and the cash flow funding needs. Each district requires a six-month cash flow reserve to sustain the District from the beginning of the fiscal year (July 1) until the City receives from the County of Riverside, its first assessment payment, six months later. If the City does not have this reserve, the general fund reserves must "carry" the District. In addition the "needs" includes those Districts that have trail fencing (Districts 3 thru 5) a line item establishing a dollar amount to reconstruct the majority of the trail fencing in each District. The "estimated unfunded needs" is the difference between the "fund balance" and the "needs".

BACKGROUND/ANALYSIS: The following information applies to each Landscape Maintenance District as designated:

LMD No. 1 - On February 3, 1999, City Council adopted Landscape Maintenance District No. 1 for Tract 28765 (Beazer Homes) comprised of 67 lots. The District was formed to maintain landscaping along the River Road frontage of the tract. The estimated cost to maintain the District is proposed to be increased from \$11,342.00 the 2014/15 level to \$11,670.00. With the application of previous year's surpluses and a CPI increase (\$0.67 per parcel), the net assessment will be \$8,974.65. The per parcel assessment for Fiscal Year 2015/16 is proposed to increase from \$133.28 to \$133.95.

LMD No. 2 - Tract No. 25779 (Western Pacific) is not included in this Staff Report because of the Proposition 218 proceeding.

LMD No. 3 - On June 6, 2001, City Council adopted Landscape Maintenance District No. 3 for Tract 28626 (Centex) comprised of 82 lots. The District was formed to maintain landscaping along Norco Hills Road and certain designated slopes within the District as well as all equestrian trails in the development. The proposed estimate of costs to maintain the District will increase from \$83,537.00 to \$86,306.00. With the application of previous year's surpluses and the CPI increase (\$4.62 per parcel), the total net assessment will be \$76,107.48. The per parcel assessment for Fiscal Year 2015/16 is proposed to increase from \$923.52 to \$928.14.

LMD No. 4 - On October 2, 2002, City Council adopted Landscape Maintenance District No. 4 for Tracts 29588 and 29589 (Norco Ridge Ranch) comprised of 557 single-family developed lots, of which 25 lots are receiving only trail maintenance benefits and five other undeveloped lots, for a total of 562 assessable lots. The District was formed to maintain landscaping within certain slopes, irrigated and non-irrigated, fuel modification areas, parkway landscaping, equestrian trails, natural open space and wetlands area. The proposed budget for Fiscal Year 2015-16 is \$492,422.00 of which \$75,000.00 is for year three of the annual trail fence replacement program. Fiscal Year

2014/15 budget was \$529,952.00. The decrease in the budget was due to the reduction of the trail maintenance reserve and contingency to zero dollars. The existing balance for this reserve is \$44,000.00. Staff and the public who attended the May 20, 2015 informal assessment districts informational meeting agreed that the reserve balance is adequate at this time. The reserve has not been used in the last two years since the rain events have been minor with the previously constructed drainage improvement projects been sufficient to handle the storm flows. The elimination of funding of this reserve in the 2015/16 budget results in a per parcel reduction of \$74.84 from the 2014/15 assessment to \$903.76 per parcel. The twenty five lots in the Mt. Shasta area will not be reduced since all the trails in that area are "flat", not subject to severe erosion and did not pay into the reserve fund previously. The City Council does have the option to fund the reserve at any dollar level up to \$39,310.00. At the \$39,310.00 level, the assessment per parcel would be at its maximum Fiscal Year 2015/16 amount of \$978.60. With the application of a 0.5% CPI, the per parcel maximum assessment for Fiscal Year 2015/16 will increase from \$973.73 to \$978.60 per year. At the end of this Fiscal Year (2014/15), it is estimated that the Fund Balance will be approximately \$482,729.00 which includes trail maintenance reserve (\$44,000.00), the two years of trail fence capital projects (\$150,000.00) and (\$20,000.00) for additional drainage improvement.

LMD No. 5 – On January 7, 2004 City Council adopted Landscape District No. 5 for Tract 30230 (Hawks Crest) comprised of 50 lots. The District was formed to maintain certain exterior slopes, parkway landscaping, equestrian trails and the two park lots. The estimate of cost to maintain the District will increase from \$47,927.00 to \$59,931.00. The maximum allowable assessment from the previous year's level of \$1,022.50 year is proposed to increase by the March 2015 CPI of 0.5% (\$5.11 per parcel) to \$1,027.61. The increase in the budget is due to an increase in the landscape maintenance budget. All of the areas to be maintained within the District were previously not accounted for in the contractual service. The contract is being adjusted to reflect what is required to be maintained. Thus the per parcel charge is being proposed to be levied at the maximum of \$1,027.61, an increase from last year's reduced rate of \$958.54.

As stipulated in the "Landscaping and Lighting Act of 1972," the continuation of an existing maintenance district assessment has to be reviewed and approved each fiscal year. The attached resolutions provide for the proper continuation of the Districts as well as the assessments. The proposed CPI increases in Landscape Maintenance Districts will not require a majority protest vote of the property owners since the increase in assessments was allowed for in the formation of the Districts.

Order of Procedure and Resolutions Necessary for Beazer, Centex, Norco Ridge
Ranch and Hawk's Crest
Page 4
June 3, 2015

Included for your information are the Preliminary Engineer's Reports including the District boundaries, the items of work included in each maintenance district, as well as costs and the per parcel assessments for each District.

Staff recommends that the members of the City Council preliminarily approve the Engineer's Report for the continuation of the Landscape Maintenance Districts to guarantee that landscaping within each district will remain attractive and well maintained and set the Public Hearing for the four districts for July 15, 2015. To do so, Council will need to adopt the attached Resolutions.

FINANCIAL IMPACT: None.

Attachments: Preliminary Engineer's Reports (4)
Resolutions (8)

ENGINEER'S REPORT

FOR

LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)

FISCAL YEAR 2015-2016

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
FISCAL YEAR 2015-2016**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: _____, 2015

By: _____
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco,
Riverside County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

**FISCAL YEAR 2015-2016
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 98-97, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

PART A

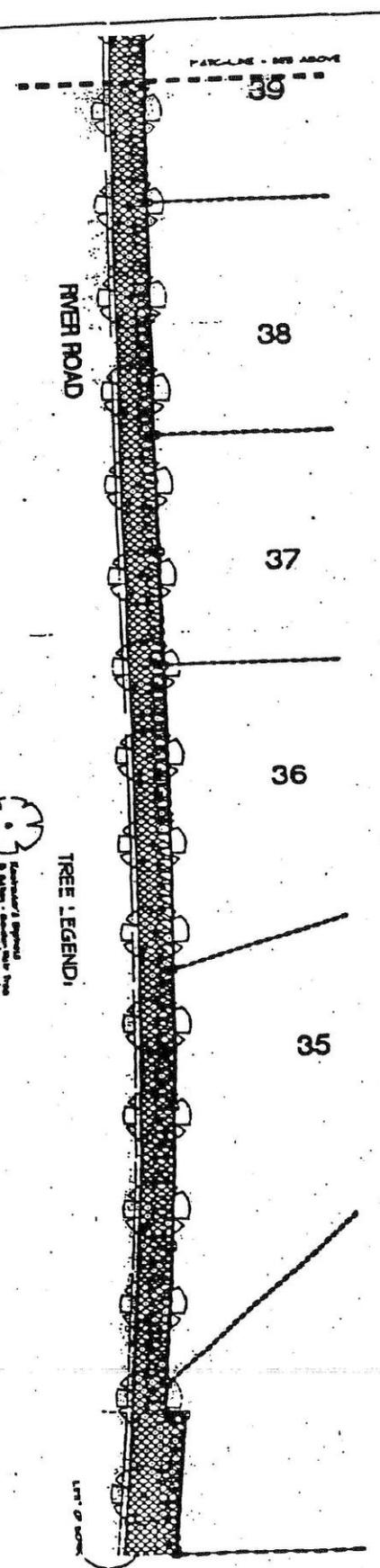
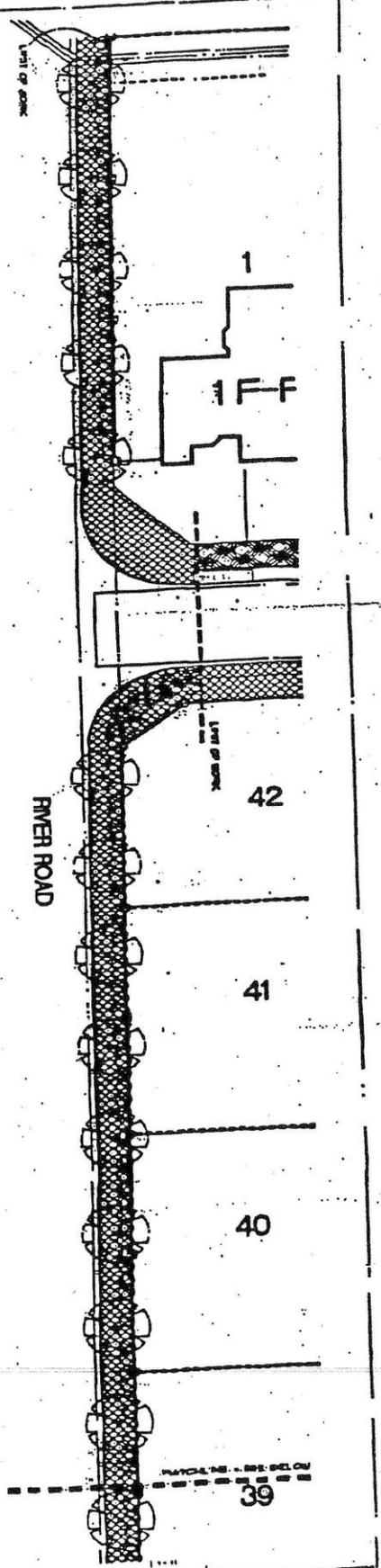
PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
FISCAL YEAR 2015-2016**

The improvements are the operation, maintenance, and servicing of landscaping, wetlands, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fixtures, and appurtenant facilities in the River Road public right-of-way (parkway area), along the frontage and adjacent to the proposed boundary of said Assessment District. A reduced scale plan depicting the improvements is attached hereto.



GENERAL LANDSCAPE NOTES:

All street, utility and parking areas shall be constructed in accordance with the City of Los Angeles Department of Public Works, Division of Street and Sanitation, Standard Specifications for Street and Sanitation, 1994 Edition, and all amendments thereto. All construction shall conform to all local, state and federal regulations and codes.

GROUND COVER LEGEND:

Grass - 100% coverage

Grass - 50% coverage

Grass - 25% coverage

Grass - 10% coverage

Grass - 5% coverage

Grass - 2% coverage

Grass - 1% coverage

SHRUB LEGEND:

1. Large shrub

2. Medium shrub

3. Small shrub

4. Very small shrub

5. Ground cover shrub

TREE LEGEND:

1. Large tree

2. Medium tree

3. Small tree

4. Very small tree

DIG ALERT

1. Gas

2. Water

3. Sewer

4. Electric

5. Cable

6. Fiber optic



CITY OF NORCO

IRRIGATION LEGEND

Symbol	Description
(Circle with cross)	Valve
(Circle with dot)	Regulation Controller
(Circle with 'A')	Alley
(Circle with 'B')	Block
(Circle with 'C')	Centerline
(Circle with 'D')	Drainage
(Circle with 'E')	Elevation
(Circle with 'F')	Flow
(Circle with 'G')	Grade
(Circle with 'H')	Height
(Circle with 'I')	Interval
(Circle with 'J')	Job
(Circle with 'K')	Kind
(Circle with 'L')	Location
(Circle with 'M')	Material
(Circle with 'N')	Method
(Circle with 'O')	Order
(Circle with 'P')	Owner
(Circle with 'Q')	Quantity
(Circle with 'R')	Rate
(Circle with 'S')	Reason
(Circle with 'T')	Time
(Circle with 'U')	Type
(Circle with 'V')	Use
(Circle with 'W')	Value
(Circle with 'X')	Volume
(Circle with 'Y')	Weight
(Circle with 'Z')	Width

NOTE:

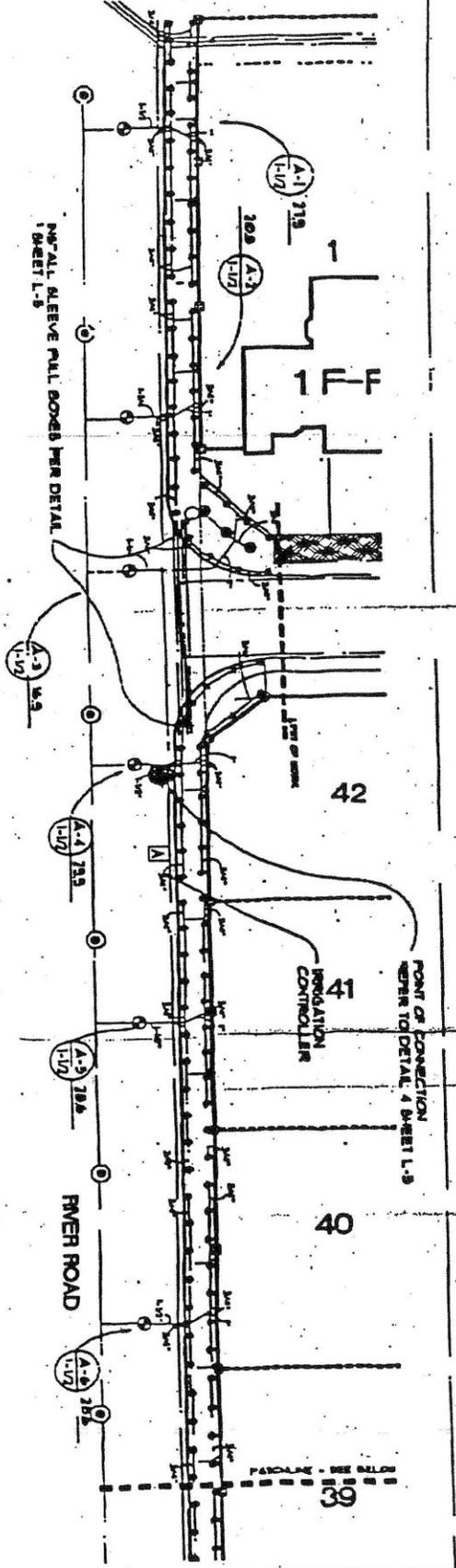
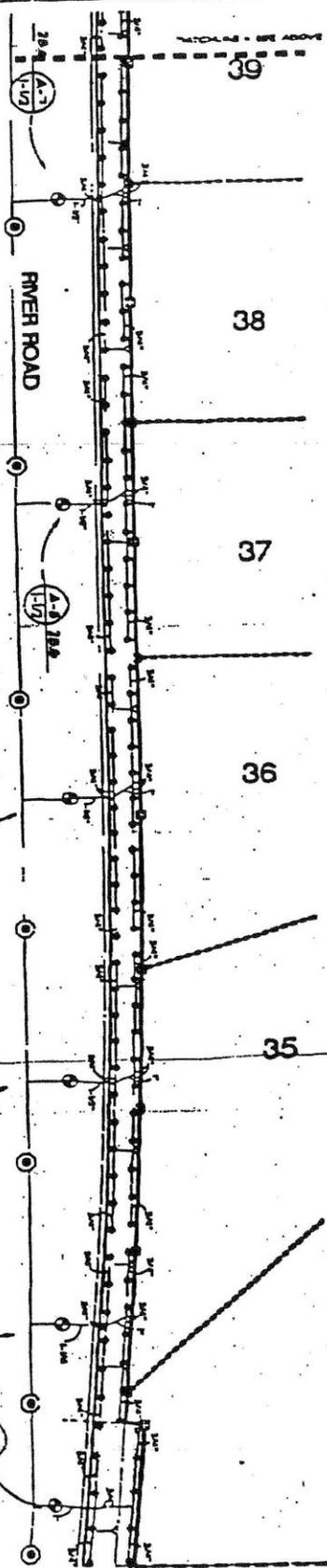
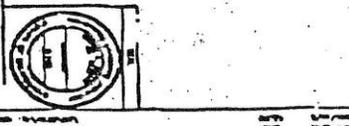
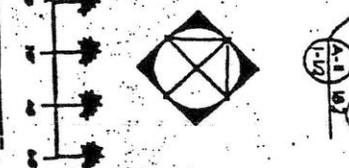
1. All valves and gates shall be installed in a trench, protecting them from the weather.
2. The controller shall be installed in a trench, protecting them from the weather.
3. The controller shall be installed in a trench, protecting them from the weather.
4. The controller shall be installed in a trench, protecting them from the weather.
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9. The controller shall be installed in a trench, protecting them from the weather.
10. The controller shall be installed in a trench, protecting them from the weather.

VALVE / A-11 FLOW = 113.9

Valve	Flow
A-1	113.9
A-2	113.9
A-3	113.9
A-4	113.9
A-5	113.9
A-6	113.9
A-7	113.9
A-8	113.9
A-9	113.9
A-10	113.9
A-11	113.9

DIG ALERT

Call 800-4-A-LEAK



PART B

ESTIMATE OF COST

**LANDSCAPE MAINTENANCE DISTRICT NO. 1
(BEAZER)
NORCO, CALIFORNIA
(FUND NO. 53100)**

The estimated costs for the operation, maintenance and servicing of the facilities, shown below, are the estimated costs of maintenance if the facilities were fully maintained for Fiscal Year 2015-2016. The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessment proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with district proceedings.

1 Landscape Maintenance: includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, water cost, electrical cost for controllers, tree trimming up to 15 feet, tree staking, backflow testing, rodent control and plant replacements.	\$ 2,640.00	
2 Hardscape Masonry: including graffiti removal, repair cracks, heaving and breakage.	\$ -	
3 Equestrian Trails: No Trails		N.A.
Utilities (33100)		
Water	\$ 3,570.00	
Electrical	\$ 180.00	
Phone	\$ 189.00	
Annual Tree Replacement (32405)	\$ -	
Subtotal Direct Cost	\$ 6,579.00	\$ 6,579.00
Operating Contingency (10 percent)		\$ 658.00
Replacement Reserve (2.9 percent)		\$ 191.00
Administrative Costs		
Observation: City Staff to Manage District (30105)	\$ 2,086.00	
Engineer's Report (34110)	\$ 1,400.00	
City Overhead/Administration (34135)	\$ 589.00	
Riverside County Admin. Fees (35210)	\$ 170.00	
Incidentals (30405)	\$ -	
Subtotal Administrative Costs	\$ 4,242.00	\$ 4,242.00
Operating Reserve		\$ -
Annual Capital Project		\$ -
TOTAL ANNUAL BUDGET		\$ 11,670.00

The 1972 Act requires that a special fund to set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 and cash flow funding needs are as follows:

Fund Balance

Estimated Beginning Fund Balance July 1, 2015	\$	18,166.00
Add Back Assessment for Future Trail Fence Replacement (N.A.)	\$	0.00
Estimated Current Year Revenue Surplus (Deficit)	\$	(2,695.00)
Estimated Fund Balance June 30, 2016	\$	15,471 .00

Estimated Fund Balance Needs:

Needed for Future Trail Fence Replacement - 10 Years of 15 Year Useful Life	\$	0.00
2015-2016 Budgeted Trail Fence Replacement Capital Project (N.A.)	\$	0.00
6 Months Operating Cash Flow	\$	5,849.00
Estimated Needs	\$	5,849.00

Estimated Surplus or (Unfunded Needs): \$ 9,622.00

Total Replacement Cost for Trail Fence (0 Lineal Ft @ \$13.00/LF)	\$	0.00
Annual Set-Aside for Budgeted Trail Fence Replacement (15 YR Cycle)	\$	0.00

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

PART C

ASSESSMENT DIAGRAM

An Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

***LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)***

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 1 through 12 inclusive, and Lots 14 through 68, inclusive, of Tract No. 28765 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 274, Pages 95 through 98, inclusive, of Maps in the Office of the County Recorder of Said County.



BEAZER TR 28785

LEGEND

-  LOCATION OF IMPROVEMENTS
-  COMMON AREA

RKA
CONSULTING GROUP
 386 S. LINDEN CREEK DRIVE SUITE E WALNUT CA 91790
 (909) 594-9702 • (924) 331-8323 • FAX (909) 594-2556
 WWW.RKAGROUP.COM

LANDSCAPE MAINTENANCE DISTRICT
ZONE 1
CITY OF NORCO

DATE: 6/6/13	SCALE: 1" = 300'	DRAWN BY: FAOUN	SHEET: 1 OF 1
------------------------	----------------------------	---------------------------	-------------------------

PART D

ASSESSMENT

WHEREAS, on February 3, 1999, the City Council of the City of Norco, California, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 1 (Beazer) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 6,579.00	\$	\$
Incidental Expenses	\$ <u>5,091.00</u>	\$	\$
Total Cost	\$ 11,670.00	\$	\$
Surplus or (Deficit) from Previous Fiscal Year	\$ <u>2,695.35</u>	\$	\$
NET TO BE ASSESSED FOR FISCAL YEAR 2015-2016	\$ 8,974.65	\$	\$

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. The Annual CPI ending March 31, 2015 was 0.5%. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District. The application of this CPI will increase the per parcel assessment from \$133.28 to \$133.95 for a total District levy of \$8,974.65.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the

next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 is \$15,471.00.

As required by said Act, a diagram is hereto attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2014-2015 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: _____, 2015

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
FISCAL YEAR 2015-2016**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
1	\$133.95		45	\$133.95	
2	\$133.95		46	\$133.95	
3	\$133.95		47	\$133.95	
4	\$133.95		48	\$133.95	
5	\$133.95		49	\$133.95	
6	\$133.95		50	\$133.95	
7	\$133.95		51	\$133.95	
8	\$133.95		52	\$133.95	
9	\$133.95		53	\$133.95	
10	\$133.95		54	\$133.95	
11	\$133.95		55	\$133.95	
12	\$133.95		56	\$133.95	
13	Open Space		57	\$133.95	
14	\$133.95		58	\$133.95	
15	\$133.95		59	\$133.95	
16	\$133.95		60	\$133.95	
17	\$133.95		61	\$133.95	
18	\$133.95		62	\$133.95	
19	\$133.95		63	\$133.95	
20	\$133.95		64	\$133.95	
21	\$133.95		65	\$133.95	
22	\$133.95		66	\$133.95	
23	\$133.95		67	\$133.95	
24	\$133.95		68	\$133.95	
25	\$133.95				
26	\$133.95				
27	\$133.95				
28	\$133.95				
29	\$133.95				
30	\$133.95				
31	\$133.95				
32	\$133.95				
33	\$133.95				
34	\$133.95				
35	\$133.95				
36	\$133.95				
37	\$133.95				
38	\$133.95				
39	\$133.95				
40	\$133.95				
41	\$133.95				
42	\$133.95				
43	\$133.95				
44	\$133.95				

TOTAL NUMBER OF ASSESSED PARCELS: 67.

TOTAL TO BE ASSESSED: \$8,974.65

ENGINEER'S REPORT

FOR

**LANDSCAPE MAINTENANCE DISTRICT NO. 3
(CENTEX- TRACT 28626)**

FISCAL YEAR 2015-2016

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 3
(CENTEX – TRACT 28626)
FISCAL YEAR 2015-2016**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: _____, 2015

By: _____
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

**FISCAL YEAR 2015-2016
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 98-97, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 3
(CENTEX – TRACT 28626)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

PART A

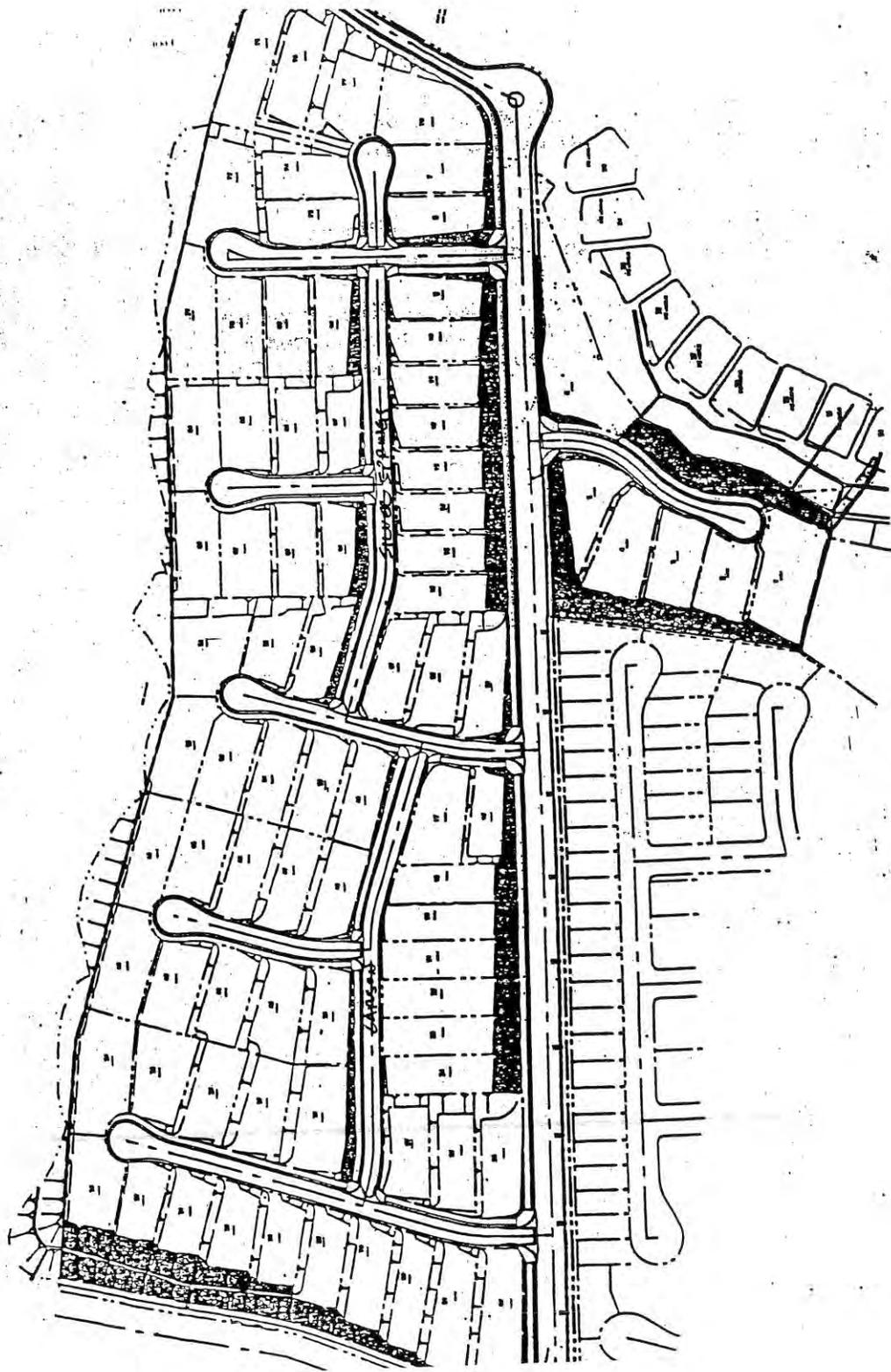
PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 3
(CENTEX – TRACT 28626)
FISCAL YEAR 2015-2016**

The improvements are the operation, maintenance, and servicing of landscaping, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fencing, fixtures, and appurtenant facilities located within public rights-of-way (parkways), easements (slope and trail) and publicly owned parcels within the boundary of the Assessment District except as specifically excluded.



PART B

**ESTIMATE OF COST
LANDSCAPE MAINTENANCE DISTRICT NO. 3 (CENTEX – TRACT 28626)
NORCO, CALIFORNIA (FUND NO. 53110)**

The estimated costs for the operation, maintenance and servicing of the facilities, shown below, are the estimated costs of maintenance if the facilities were fully maintained for Fiscal Year 2015-2016. The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessment proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with district proceedings.

Direct Cost

Contractual Maintenance (34100)		
1 Landscape Maintenance: includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, water cost, electrical cost for controllers, tree trimming up to 15 feet, tree staking, backflow testing, rodent control and plant replacement.	\$ 28,174.00	
2 Equestrian Trails: includes minor grading, replacement of wooden posts and rails, and addition of decomposed granite for trail surfaces.	\$ 5,802.00	
3 Slope Maintenance: includes same activities as Item 1 for exterior slopes along Parkview Drive and Norco Hills Road as well as private slopes at Lots 1, 2, 3, and 4.	\$ -	
Utilities (33100)		
Water	\$ 31,500.00	
Electrical	\$ 1,890.00	
Phone	\$ 63.00	
Annual Tree Replacement (32405)	\$ -	
Subtotal Direct Cost	\$ 67,429.00	\$ 67,429.00
Operating Contingency (2.0 percent)		\$ 1,349.00
Replacement Reserve (2.0 percent)		\$ 1,349.00
Administrative Costs		
Observation: City Staff to Manage District (30105)	\$ 8,345.00	
Engineer's Report (34110)	\$ 2,500.00	
City Overhead/Administration (34135)	\$ 5,068.00	
Riverside County Admin. Fee (35210)	\$ 266.00	
Incidentals (30405)	\$ -	
Subtotal Administrative Costs	\$ 16,179.00	\$ 16,179.00
Operating Reserve		\$ -
Annual Capital Project		\$ -
TOTAL ANNUAL BUDGET		\$ 86,306.00

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 and cash flow funding needs are as follows:

Fund Balance

Estimated Beginning Fund Balance July 1, 2014	\$ 63,330.00
Add Back Assessment for Future Trail Fence Replacement	\$ 0.00
Estimated Current Year Revenue Surplus (Deficit)	<u>\$ (10,199.00)</u>
Estimated Fund Balance June 30, 2015	\$53,131.00

Estimated Fund Balance Needs:

Needed for Future Trail Fence Replacement - 10 Years of 15 Year Useful Life	\$ 58,010.00
2013-2014 Budgeted Trail Fence Replacement Capital Project	\$ 0.00
6 Months Operating Cash Flow	<u>\$ 42,990.00</u>
Estimated Needs	<u>\$ 101,000.00</u>

Estimated Surplus or (Unfunded Needs): \$ (47,869 .00)

Total Replacement Cost for Trail Fence (6,694 Lineal Ft @ \$13.00/LF)	\$ 87,022.00
Annual Set-Aside for Budgeted Trail Fence Replacement (15 YR Replacement cycle for existing wood fencing) *	\$ 5,801.00

* Replacement cycle for vinyl fencing will be 25 years (\$3,481/yr) as wood fencing is replaced.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

PART C

ASSESSMENT DIAGRAM

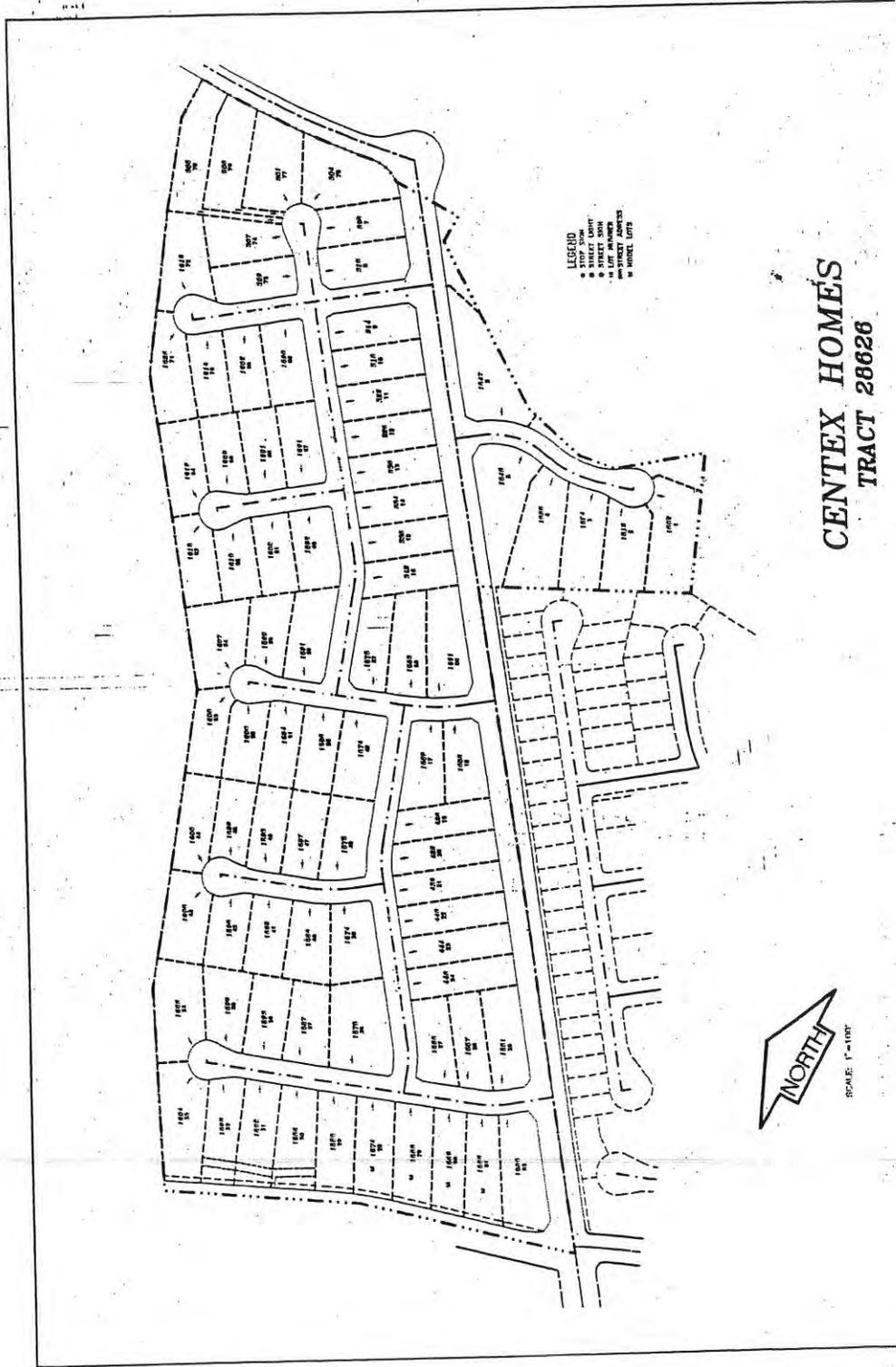
An Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

***LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 3 (CENTEX – TRACT 28626)***

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 1 through 82 inclusive, of Tract No. 28626 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 295, Pages 46 through 53, inclusive, of Maps in the Office of the County Recorder of Said County.



**CENTEX HOMES
TRACT 28626**

NORTH
SCALE: 1" = 100'

PART D

ASSESSMENT

WHEREAS, on April 18, 2001, the City Council of the City of Norco, California, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 3 (Centex – Tract 28626) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 67,429.00	\$	\$
Incidental Expenses	\$ 18,877.00	\$	\$
Total Cost	\$ 86,306.00	\$	\$
Surplus or (Deficit) from Previous Fiscal Year	\$ 10,198.52	\$	\$
NET TO BE ASSESSED FOR FISCAL YEAR 2015-2016	\$ 76,107.48	\$	\$

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District. The annual CPI ending March 31, 2015 was 0.05%. The application of this CPI will increase the per parcel assessment from \$923.52 to \$928.14 for a District wide levy of \$76,107.48.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over

to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 is \$53,131.00.

As required by said Act, a diagram is hereto attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2014-2015 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: _____, 2015

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 3 (CENTEX – TRACT 28626)
FISCAL YEAR 2015-2016**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
1	\$928.14		45	\$928.14	
2	\$928.14		46	\$928.14	
3	\$928.14		47	\$928.14	
4	\$928.14		48	\$928.14	
5	\$928.14		49	\$928.14	
6	\$928.14		50	\$928.14	
7	\$928.14		51	\$928.14	
8	\$928.14		52	\$928.14	
9	\$928.14		53	\$928.14	
10	\$928.14		54	\$928.14	
11	\$928.14		55	\$928.14	
12	\$928.14		56	\$928.14	
13	\$928.14		57	\$928.14	
14	\$928.14		58	\$928.14	
15	\$928.14		59	\$928.14	
16	\$928.14		60	\$928.14	
17	\$928.14		61	\$928.14	
18	\$928.14		62	\$928.14	
19	\$928.14		63	\$928.14	
20	\$928.14		64	\$928.14	
21	\$928.14		65	\$928.14	
22	\$928.14		66	\$928.14	
23	\$928.14		67	\$928.14	
24	\$928.14		68	\$928.14	
25	\$928.14		69	\$928.14	
26	\$928.14		70	\$928.14	
27	\$928.14		71	\$928.14	
28	\$928.14		72	\$928.14	
29	\$928.14		73	\$928.14	
30	\$928.14		74	\$928.14	
31	\$928.14		75	\$928.14	
32	\$928.14		76	\$928.14	
33	\$928.14		77	\$928.14	
34	\$928.14		78	\$928.14	
35	\$928.14		79	\$928.14	
36	\$928.14		80	\$928.14	
37	\$928.14		81	\$928.14	
38	\$928.14		82	\$928.14	
39	\$928.14				
40	\$928.14				
41	\$928.14				
42	\$928.14				
43	\$928.14				
44	\$928.14				

**TOTAL PARCELS TO BE ASSESSED: 82
TOTAL TO BE ASSESSED: \$ 76,107.48**

ENGINEER'S REPORT

FOR

**LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 AND 29589)**

FISCAL YEAR 2015-2016

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 AND 29589)
FISCAL YEAR 2015-2016**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: _____, 2015

By: _____
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

**FISCAL YEAR 2015-2016
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. No. 98-97 adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 AND 29589)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of five parts as follows:

PART A – PLANS AND SPECIFICATIONS

Contains a description if the improvements that are to be maintained or serviced by the District.

PART B – ESTIMATE OF COST

Identifies the estimated cost of the services or maintenance to be provided by the District, including incidental costs and expenses in connection herewith.

PART C – METHOD OF APPORTIONMENT

Describes the basis on which the costs have been apportioned to each parcel of land within the Assessment District, in proportion to the estimated benefits to be received by such lots and parcels.

PART D – ASSESSMENT ROLL

Identifies the maximum assessment to be levied on each benefited lot or parcel of land within the Assessment District.

PART E – ASSESSMENT DIAGRAM

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART A

PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH TRACTS 29588 AND 29589)
FISCAL YEAR 2015-2016**

The improvements to be maintained and serviced include landscaping as described herein.

Landscaping and Appurtenant Improvements:

Improvements include but are not limited to: landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, and appurtenant facilities, in public rights-of-way, parkways, slopes, trails, open space and dedicated easements within the boundaries of said Assessment District. The following are the facilities to be maintained within the District:

Slopes, Parkway and Trails

1. Slope landscaping-non-irrigated (3.78 acres)
2. Slope landscaping-irrigated (13.17 acres)
3. Fuel modification areas (17.66 acres)
4. Parkway landscaping (1.11 acres)
5. Equestrian trails (26.54 acres)

Open Space and Wetlands Areas

1. Natural open space – non-irrigated (384.34 acres)
2. Wetlands area – non-irrigated (13.04 acres)

The District will fund costs in connection with the District maintenance and servicing including, but not limited to, labor, electrical energy, water, materials, contracting services, administration, and other expenses necessary for the satisfactory maintenance and operation of these improvements.

Maintenance means the furnishing of services and materials for the ordinary and usual operation, maintenance and servicing of the landscaping and appurtenant improvements, including repair, removal or replacement of all or part of any of the landscaping or appurtenant improvements; providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste, and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

Operating and servicing means the furnishing of water for the irrigation of the landscaping, the maintenance of irrigation controllers and appurtenant facilities and the furnishing of telephone services and electric energy, and administration of all aspects of the operation, maintenance and servicing of the improvements.

The plans and specifications for the improvements, showing the general nature, location and the extent of the improvements, are on file in the office of the City Engineer and are by reference herein made a part of this report.

PART B

**ESTIMATE OF COST
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH-TRACTS 29588 & 29589)
NORCO, CALIFORNIA**

The estimated costs for the operation, maintenance and servicing of the facilities, shown below, are the estimated costs of maintenance if the facilities were fully maintained for Fiscal Year 2015-2016. The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessment proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with district proceedings.

Direct Cost

Contractual Maintenance (34105)		
1	Landscape Maintenance	\$119,800.00
	Non-Irrigated Slope Landscaping	
	Fuel Modification	
	Zone B "Irrigated Zone"	
	Zone C "Thinning Zone"	
	Zone D "Thinning Zone"	
	Parkway Landscaping - Park	
2	Natural Open Space	\$ 11,000.00
3	Wetlands Area	\$ 5,000.00
4	Equestrian Trails	\$ 72,828.00
5	Drain Management	\$ 20,000.00
Utilities (33100)		
	Water	\$ 78,750.00
	Electrical	\$ 55,000.00
	Phone	\$ 717.00
	Annual Tree Replacement (32405)	<u>\$ 5,000.00</u>
	Subtotal Direct Cost	<u>\$368,095.00</u> \$ 368,095.00
	Operating Contingency (5 percent)	\$0.00
	Operating Reserve For Trail Maintenance*	\$0.00
	Capital Project: Trail Fence Replacement	\$ 75,000.00
	Capital Project: Drainage Enhancement	0.00
Administrative Costs		
	Observation: City Staff to Manage District (30105)	\$ 14,602.00
	Engineer's Report (34110)	\$ 3,600.00
	City Overhead/Administration (34135)	\$ 30,724.00
	Riverside County Admin. Fees (35210)	\$ 401.00
	Incidentals (30405)	0.00
	Subtotal Administrative Costs	\$ 49,327.00 \$ 49,327.00
	Operating Reserve	0.00
	Annual Capital Project	0.00
	TOTAL ANNUAL BUDGET	\$ 492,422.00

*The "Operating Reserve for Trail Maintenance" is a yearly line item in the budget (Estimate Of Cost) set-up to build a fund balance for capital improvements projects within the equestrian trail. The trail improvements include but are not limited to the construction of drainage improvements, to protect the trail from erosion, replacements of trail fencing and catastrophic trail failure.

The 1972 Act requires that a special fund to set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year. For fiscal year ending June 30, 2015 the fund balance and cash flow funding needs are as follows:

Fund Balance		
Estimated Ending Fund Balance July 1, 2015		\$482,729.00
Unencumbered	\$268,729.00	
Trail Maintenance Reserve	<u>\$44,000.00</u>	
Subtotal Non Capital Project	\$312,729.00	
Capital Projects- Not Completed		
2013/14 & 2014/15 Capital Project Trail & Fence Replacement	\$150,000.00	
2014/15 Capital Project Drainage	<u>\$20,000.00</u>	
Subtotal Capital Projects	\$170,000.00	(\$170,000.00)
Estimated Surplus 2015/16	\$0.00	\$0.00
Estimated Fund Balance June 30, 2016		\$312,729.00
Estimated Fund Balance Needs:		
6 Months Operating Cash Flow	\$246,211.00	\$246,211.00
Capital Projects		
Needed for Future Trail Fence Replacement - 10 Years of 15 Year Useful Life	\$ 556,610.00	
Unspent Budgeted Trail Fence Replacement Capital Project	(\$150,000.00)	
Unspent Budgeted Drainage Capital Project	<u>\$20,000.00</u>	
Subtotal Capital Projects	\$426,610.00	<u>\$426,610.00</u>
Total Estimated Needs		\$672,821.00
Estimated Surplus or (Unfunded Needs): July 1, 2015		\$(190,092.00)

Total Replacement Cost for Trail Fence (64,224 Lineal Feet @ \$13.00/LF)	\$ 834,912.00
Annual Set-Aside for Budgeted Trail Fence Replacement (15 YR replacement cycle for existing wood fencing)*	\$ 55,661.00

*Replacement cycle for vinyl fencing will be 25 years (\$33,397/yr) as wood fencing is replaced.

The City Council at a previous assessment public hearing authorized the construction of drainage improvements generally along driveways to intercept water runoff at locations causing moderate to severe erosion. In Fiscal Year 2011-12, Phase I of the project, was completed at those areas where runoff caused severe erosion. For Fiscal Year 2012-13, Phase II of the project, runoff where moderate erosion was occurring, was undertaken. This project affected 84 locations (83 homes) at a cost of \$214,750 (contract amount \$218,680). For Fiscal Year 2014-15 a Phase III Project is proposed affecting approximately 10 locations with an estimated cost of \$20,000.00. The life expectancy of the now ten year old fencing is

twelve to fifteen years. This capital project, which may be broken up into phases, will consist of the replacement of approximately 64,224 lineal feet of trail fencing at a 2015 cost of \$13.00 per lineal foot for vinyl fencing for a total cost of \$834,912.00 with a 25 year life expectancy.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

PART C

METHOD OF APPORTIONMENT

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

REASON FOR THE ASSESSMENT

The assessment is proposed to be levied to defray the costs of the operation, servicing and maintenance of landscaping and appurtenant improvements within the public rights-of-way, as previously defined herein in Part A of this Report.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

The amount to be paid for the maintenance of said improvements, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 368,095.00	\$	\$
Capital Project	\$ 75,000.00	\$	\$
Incidental Expenses	\$ 49,327.00	\$	\$
Total Cost	\$ 492,422.00	\$	\$
Operating Reserve Fund	\$ 0.00	\$	\$
NET TO BE ASSESSED	\$ 492,422.00	\$	\$

FOR FISCAL YEAR
2015-2016

The table below provides the assessment apportionment for the various development areas within the Norco Ridge Ranch Specific Plan and shows the maximum annual assessment rate per planned SFR lot. The golf course lots are undeveloped.

<u>Tract Nos.</u>	<u>Planned SFR Lots</u>	<u>Total Assessment Estimate</u>	<u>Maximum** Asmt. Rate per Planned SFR Lot</u>
TR 29588,-2,-3,-4,-5	293	\$264,335.92	\$ 903.76/lot
TR 29589-1,-2,-3	239	\$216,357.14	\$ 903.76/lot
TR 29588-1*	25	\$ 7,202.56	\$ 288.10/lot
Other Assessable Lots	5	\$ 4,526.30	\$ 903.76/lot
	562	\$492,421.92	

*Lots in TR 29588-1 receive only the benefit of trail maintenance. The Subdivision is not contiguous with Norco Ridge Ranch.

**The maximum annual maintenance assessment rates may be increased each year by the annual change in the Consumer Price Index (CPI), during the preceding year ending in March, for All Urban Consumers, for the Los Angeles, Riverside and Orange County areas. The annual CPI ending March 31, 2015 was 0.5.%, for a maximum assessment of \$978.60 /lot for those receiving full benefit. The maximum assessment is not being proposed to be levied.

The actual assessments levied in any fiscal year will be as approved by the City Council and may not exceed the maximum assessment rate without receiving property owner approval for the increase.

PART D

ASSESSMENT ROLL

The Assessment Roll is a listing of the proposed assessment for Fiscal Year 2015-2016 apportioned to each lot or parcel, as shown on the last equalized roll of the Assessor of the County of Riverside. The Assessment Roll is provided below and is incorporated herein.

The description of each lot or parcel is part of the records of the Assessor of the County of Riverside and these records are, by reference, made part of this Report.

The following list of parcels will be assessed for landscape maintenance:

PART E

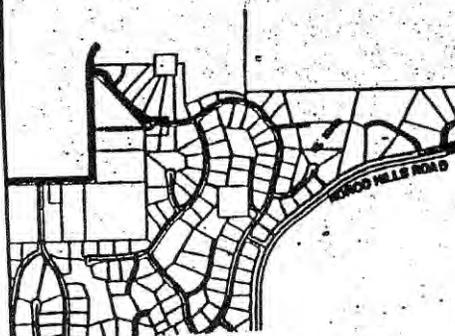
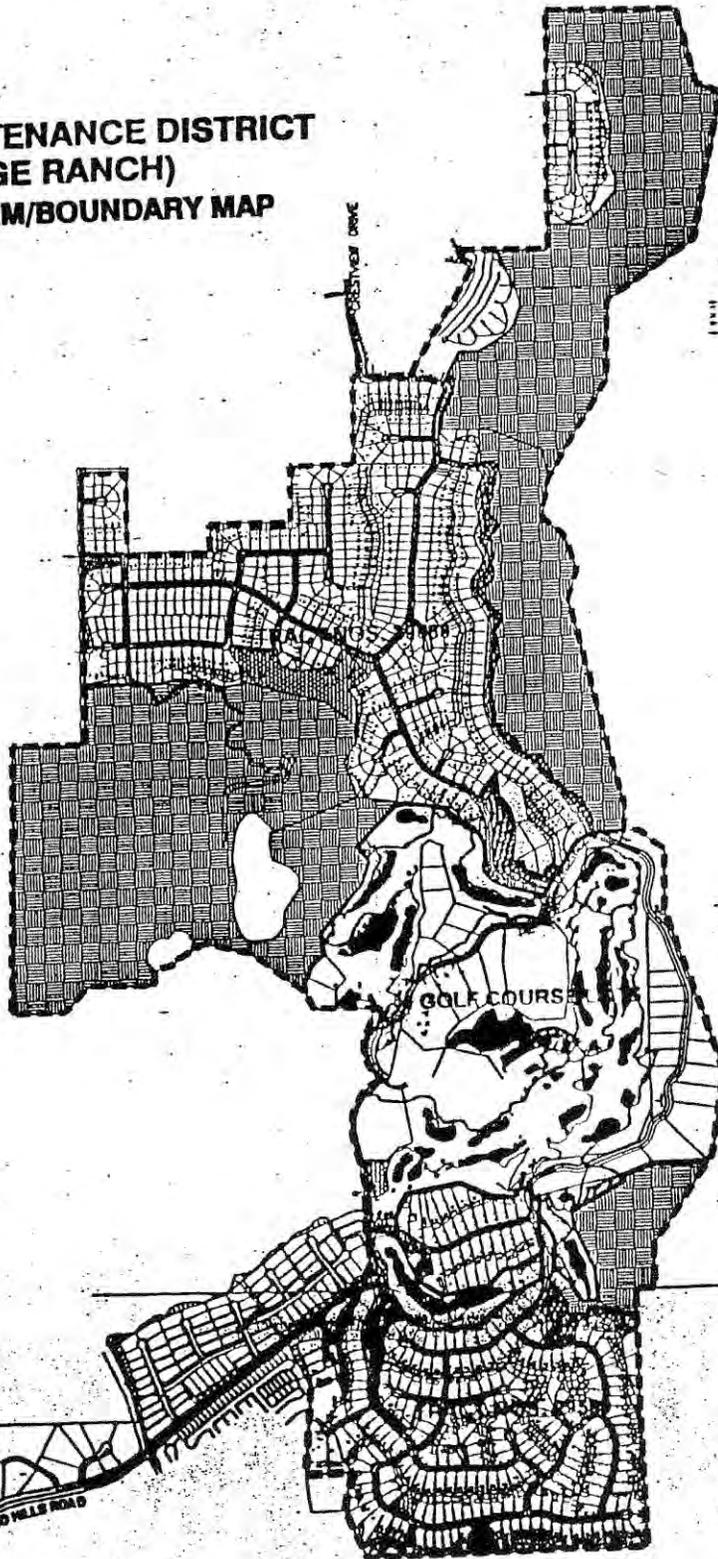
ASSESSMENT DIAGRAM

An Assessment Diagram for the Assessment District is on file in the office of the City Engineer. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made part of this Report. A reduced scale map depicting the assessment diagram is attached hereto.

LANDSCAPING MAINTENANCE DISTRICT (NORCO RIDGE RANCH) ASSESSMENT DIAGRAM/BOUNDARY MAP

LEGEND

-  SLOPE LANDSCAPING—(DIAGONAL)
-  SLOPE LANDSCAPING—(NON-DIAGONAL)
-  NATURAL OPEN SPACE—(NON-DIAGONAL)
-  WETLANDS AREA—(NON-DIAGONAL)
-  PARCHED LANDSCAPING
-  DISTRICT BOUNDARY
-  TRACT AREA BOUNDARY



	ASSOCIATES	DATE: 9-21-88
	10000 N. 100th St. Eden Prairie, MN 55324	PROJECT: 9-88-01

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1230800150	\$903.76		1235100048	\$903.76	
1230800194	\$0.00		1235100059	\$903.76	
1230800226	\$0.00	undeveloped	1235100060	\$903.76	
1230800248	\$0.00	undeveloped	1235100071	\$903.76	
1230800282	\$903.76		1235100082	\$903.76	
1230800303	\$0.00	undeveloped	1235100093	\$903.76	
1230800325	\$0.00	directly bill	1235100103	\$903.76	
1230800347	\$0.00	Vacant-directly bill	1235100114	\$0.00	
1230800358	\$0.00	Vacant-directly bill	1235110018	\$903.76	
1230800369	\$0.00	undeveloped	1235110029	\$903.76	
1230800370	\$0.00	Golf Course Lot	1235110030	\$903.76	
1230800381	\$0.00	undeveloped	1235110041	\$903.76	
1230800523	\$0.00	Golf Course Lot	1235110052	\$903.76	
1230800534	\$0.00	Golf Course Lot	1235110063	\$903.76	
1230800545	\$0.00	Vacant-directly bill	1235110074	\$903.76	
1230800633	\$903.76		1235110085	\$903.76	
1230800644	\$0.00	Golf Course Lot	1235110096	\$903.76	
1230800655	\$0.00	Golf Course Lot	1235110106	\$903.76	Wetlands
1230800666	\$0.00	Golf Course Lot	1235200016	\$903.76	
1230800709	\$0.00	undeveloped	1235200027	\$903.76	
1230800710	\$0.00	undeveloped	1235200038	\$903.76	
1234500153	\$903.76		1235200049	\$903.76	
1234500164	\$903.76		1235200050	\$903.76	
1234500175	\$903.76		1235200061	\$903.76	
1234500186	\$903.76		1235200072	\$903.76	
1234500197	\$903.76		1235200083	\$903.76	
1234500207	\$903.76		1235200094	\$903.76	
1234500218	\$903.76		1235200104	\$903.76	
1234500229	\$903.76		1235200115	\$903.76	
1234500230	\$903.76		1235200126	\$903.76	
1234500263	\$903.76		1235200137	\$903.76	
1234500274	\$903.76		1235200148	\$903.76	
1234500285	\$903.76		1235210019	\$903.76	
1235000069	\$903.76		1235400018	\$903.76	
1235000070	\$903.76		1235400029	\$903.76	
1235000081	\$903.76		1235400030	\$903.76	
1235000092	\$903.76		1235400041	\$903.76	
1235000102	\$903.76		1235400052	\$903.76	
1235000113	\$903.76		1235400063	\$903.76	
1235000124	\$903.76		1235400074	\$903.76	
1235000146	\$903.76		1235400085	\$903.76	
1235000157	\$903.76		1235400096	\$903.76	
1235000168	\$903.76		1235400106	\$903.76	
1235000179	\$903.76		1235400117	\$903.76	
1235000180	\$903.76		1235400128	\$903.76	
1235100015	\$903.76		1235400139	\$903.76	
1235100026	\$903.76		1235400140	\$903.76	
1235100037	\$903.76		1235400151	\$903.76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1235400162	\$903.76		1235700055	\$903.76	
1235400173	\$903.76		1235700066	\$903.76	
1235400184	\$903.76		1235700077	\$903.76	
1235400195	\$903.76		1235700088	\$903.76	
1235400205	\$903.76		1235700099	\$903.76	
1235400216	\$903.76		1235700109	\$903.76	
1235400227	\$903.76		1235700110	\$903.76	
1235500019	\$903.76		1235700121	\$903.76	
1235500020	\$903.76		1235700132	\$903.76	
1235500031	\$903.76		1235700143	\$903.76	
1235500064	\$903.76		1235700154	\$903.76	
1235500075	\$903.76		1235700165	\$903.76	
1235500086	\$903.76		1235700176	\$903.76	
1235500097	\$903.76		1235800012	\$903.76	
1235500107	\$903.76		1235800023	\$903.76	
1235500118	\$903.76		1235800034	\$903.76	
1235500129	\$903.76		1235800090	\$903.76	
1235500196	\$903.76		1235800188	\$903.76	
1235500206	\$903.76		1235900013	\$903.76	
1235510012	\$903.76		1235900024	\$903.76	
1235510023	\$903.76		1235900035	\$903.76	
1235510034	\$903.76		1235900046	\$903.76	
1235510045	\$903.76		1235900057	\$903.76	
1235510056	\$903.76		1235900068	\$903.76	
1235600010	\$903.76		1235900079	\$903.76	
1235600021	\$903.76		1235900080	\$903.76	
1235600032	\$903.76		1235900091	\$903.76	
1235600043	\$903.76		1235900101	\$903.76	
1235600054	\$903.76		1235900112	\$903.76	
1235600065	\$903.76		1235900123	\$903.76	
1235600076	\$903.76		1235900134	\$903.76	
1235600087	\$903.76		1235900145	\$903.76	
1235600098	\$903.76		1235900156	\$903.76	
1235600108	\$903.76		1235910016	\$903.76	
1235600119	\$903.76		1235910027	\$903.76	
1235600120	\$903.76		1235910038	\$903.76	
1235610013	\$903.76		1235910049	\$903.76	
1235610024	\$903.76		1235910050	\$903.76	
1235610035	\$903.76		1235910061	\$903.76	
1235610046	\$903.76		1235910072	\$903.76	
1235610057	\$903.76		1235910083	\$903.76	
1235610068	\$903.76		1235920019	\$903.76	
1235610079	\$903.76		1235920020	\$903.76	
1235700011	\$903.76		1235920031	\$903.76	
1235700022	\$903.76		1236000013	\$903.76	
1235700033	\$903.76		1236000024	\$903.76	
1235700044	\$903.76		1236000035	\$903.76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1236000046	\$903.76		1236130035	\$903.76	
1236000057	\$903.76		1236130046	\$903.76	
1236000068	\$903.76		1236130057	\$903.76	
1236000079	\$903.76		1236130068	\$903.76	
1236000080	\$903.76		1236130079	\$903.76	
1236000091	\$903.76		1236130080	\$903.76	
1236000101	\$903.76		1236200015	\$903.76	
1236000112	\$903.76		1236200026	\$903.76	
1236000123	\$903.76		1236200037	\$903.76	
1236000134	\$903.76		1236200048	\$903.76	
1236000178	\$903.76		1236200059	\$903.76	
1236000189	\$903.76		1236200060	\$903.76	
1236000190	\$903.76		1236200071	\$903.76	
1236000200	\$903.76		1236210018	\$903.76	
1236000211	\$903.76		1236210029	\$903.76	
1236000222	\$903.76		1236210030	\$903.76	
1236000233	\$903.76		1236210041	\$903.76	
1236020019	\$903.76		1236210052	\$903.76	
1236020020	\$903.76		1236210063	\$903.76	
1236020031	\$903.76		1236210074	\$903.76	
1236020042	\$903.76		1236210085	\$903.76	
1236020053	\$903.76		1236210096	\$903.76	
1236020064	\$903.76		1236210106	\$903.76	
1236020075	\$903.76		1236210117	\$903.76	
1236020086	\$903.76		1236210128	\$903.76	
1236020097	\$903.76		1236210139	\$903.76	
1236020107	\$903.76		1236210140	\$903.76	
1236020118	\$903.76		1236210151	\$903.76	
1236100014	\$903.76		1236210162	\$903.76	
1236100025	\$903.76		1236210173	\$903.76	
1236110017	\$903.76		1236300016	\$903.76	
1236110028	\$903.76		1236300027	\$903.76	
1236110039	\$903.76		1236300038	\$903.76	
1236120010	\$903.76		1236300049	\$903.76	
1236120021	\$903.76		1236300050	\$903.76	
1236120032	\$903.76		1236300061	\$903.76	
1236120043	\$903.76		1236300072	\$903.76	
1236120054	\$903.76		1236300083	\$903.76	
1236120065	\$903.76		1236300094	\$903.76	
1236120076	\$903.76		1236300104	\$903.76	
1236120087	\$903.76		1236300115	\$903.76	
1236120098	\$903.76		1236300126	\$903.76	
1236120108	\$903.76		1236300137	\$903.76	
1236120119	\$903.76		1236300148	\$903.76	
1236120120	\$903.76		1236300159	\$903.76	
1236130013	\$903.76		1236300160	\$903.76	
1236130024	\$903.76		1236300171	\$903.76	

**LIST OF ASSESSMENTS
 LANDSCAPE MAINTENANCE DISTRICT NO. 4
 (NORCO RIDGE RANCH – TRACTS 29588 & 29589)
 FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1236300182	\$903.76		1236600086	\$903.76	
1236300193	\$903.76		1236600097	\$903.76	
1236300203	\$903.76		1236600107	\$903.76	
1236300214	\$903.76		1236600118	\$903.76	
1236300225	\$903.76		1236600129	\$903.76	
1236300236	\$903.76		1236600130	\$903.76	
1236400017	\$903.76		1236600141	\$903.76	
1236400028	\$903.76		1236610012	\$903.76	
1236400039	\$903.76		1236610023	\$903.76	
1236400040	\$903.76		1236610034	\$903.76	
1236400051	\$903.76		1236610045	\$903.76	
1236400105	\$903.76		1236610056	\$903.76	
1236400116	\$903.76		1236610067	\$903.76	
1236400127	\$903.76		1236610078	\$903.76	
1236400138	\$903.76		1236610089	\$903.76	
1236400149	\$903.76		1236610090	\$903.76	
1236400150	\$903.76		1236610100	\$903.76	
1236400161	\$903.76		1236610111	\$903.76	
1236400172	\$903.76		1236700010	\$903.76	
1236400183	\$903.76		1236700021	\$903.76	
1236400194	\$903.76		1236700032	\$903.76	
1236400204	\$903.76		1236700043	\$903.76	
1236400215	\$903.76		1236700054	\$903.76	
1236500018	\$903.76		1236700065	\$903.76	
1236500029	\$903.76		1236700076	\$903.76	
1236500030	\$903.76		1236700087	\$903.76	
1236500041	\$903.76		1236700098	\$903.76	
1236500052	\$903.76		1236710013	\$903.76	
1236500063	\$903.76		1236710024	\$903.76	
1236500074	\$903.76		1236710035	\$903.76	
1236500085	\$903.76		1236710046	\$903.76	
1236500096	\$903.76		1236710057	\$903.76	
1236500106	\$903.76		1236710068	\$903.76	
1236500117	\$903.76		1236710079	\$903.76	
1236500128	\$903.76		1236710080	\$903.76	
1236500139	\$903.76		1236710091	\$903.76	
1236500140	\$903.76		1236710101	\$903.76	
1236510011	\$903.76		1236710112	\$903.76	
1236510022	\$903.76		1236710123	\$903.76	
1236510033	\$903.76		1236710134	\$903.76	
1236600019	\$903.76		1236710145	\$903.76	
1236600020	\$903.76		1236710156	\$903.76	
1236600031	\$903.76		1236710167	\$903.76	
1236600042	\$903.76		1235800209	\$0.00	Vacant-directly bill
1236600053	\$903.76		1235800210	\$0.00	Vacant-directly bill
1236600064	\$903.76		1682500031	\$0.00	undeveloped
1236600075	\$903.76		1682500042	\$0.00	undeveloped

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1682500053	\$0.00	undeveloped	1682700011	\$903.76	
1682500064	\$0.00	undeveloped	1682700022	\$903.76	
1682500075	\$0.00	undeveloped	1682700033	\$903.76	
1682500086	\$0.00	undeveloped	1682700044	\$903.76	
1682500097	\$0.00	undeveloped	1682700055	\$903.76	
1682500107	\$0.00	undeveloped	1682700066	\$903.76	
1682500118	\$0.00	undeveloped	1682700077	\$903.76	
1682500129	\$0.00	undeveloped	1682700088	\$903.76	
1682500130	\$0.00	Golf Course Lot	1682700099	\$903.76	
1682500141	\$0.00	undeveloped	1682700109	\$903.76	
1682500152	\$0.00	undeveloped	1682700110	\$903.76	
1682500163	\$0.00	undeveloped	1682700121	\$903.76	
1682500174	\$0.00	undeveloped	1682700132	\$903.76	
1682500185	\$0.00	Vacant-directly bill	1682700143	\$903.76	
1682500196	\$0.00	undeveloped	1682700154	\$903.76	
1682500206	\$0.00	undeveloped	1682700165	\$903.76	
1682500217	\$0.00	Golf Course Lot	1682710014	\$903.76	
1682500228	\$0.00	undeveloped	1682710025	\$903.76	
1682500239	\$0.00	undeveloped	1682710036	\$903.76	
1682500240	\$0.00	undeveloped	1682710047	\$903.76	
1682500251	\$0.00	Vacant-directly bill	1682710058	\$903.76	
1682500262	\$0.00	undeveloped	1682800012	\$903.76	
1682500273	\$0.00		1682800023	\$903.76	
1682500284	\$0.00		1682800034	\$903.76	
1682500295	\$0.00	undeveloped	1682800045	\$903.76	
1682600010	\$903.76		1682800056	\$903.76	
1682600021	\$903.76		1682800067	\$903.76	
1682600032	\$903.76		1682810015	\$903.76	
1682600043	\$903.76		1682810026	\$903.76	
1682600054	\$903.76		1682810037	\$903.76	
1682600065	\$903.76		1682810048	\$903.76	
1682600076	\$903.76		1682810059	\$903.76	
1682600087	\$903.76		1682810060	\$903.76	
1682600098	\$903.76		1682810071	\$903.76	
1682600108	\$903.76		1682810082	\$903.76	
1682600119	\$903.76		1682820018	\$903.76	
1682600120	\$903.76		1682820029	\$903.76	
1682600131	\$903.76		1682820030	\$903.76	
1682600142	\$903.76		1682820041	\$903.76	
1682600153	\$903.76		1682900013	\$903.76	
1682600164	\$903.76		1682900024	\$903.76	
1682600175	\$903.76		1682900035	\$903.76	
1682600186	\$903.76		1682900046	\$903.76	
1682600197	\$903.76		1682900057	\$903.76	
1682600207	\$903.76		1682900068	\$903.76	
1682600218	\$903.76		1682900079	\$903.76	
1682600229	\$903.76		1682900080	\$903.76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1682900091	\$903.76		1683000321	\$903.76	
1682900101	\$903.76		1683000332	\$903.76	
1682900112	\$903.76		1683000343	\$903.76	
1682910016	\$903.76		1683000354	\$903.76	
1682910027	\$903.76		1683000365	\$903.76	
1682910038	\$903.76		1683000376	\$903.76	
1682910049	\$903.76		1683000387	\$903.76	
1682910050	\$903.76		1683000398	\$903.76	
1682910061	\$903.76		1683100014	\$903.76	
1682920019	\$903.76		1683110017	\$903.76	
1682920020	\$903.76		1683110028	\$903.76	
1682920031	\$903.76		1683110039	\$903.76	
1682920042	\$903.76		1683110040	\$903.76	
1682920053	\$903.76		1683110051	\$903.76	
1682920064	\$903.76		1683110062	\$903.76	
1682920075	\$903.76		1683110073	\$903.76	
1683000013	\$903.76		1683110084	\$903.76	
1683000024	\$903.76		1683110095	\$903.76	
1683000035	\$903.76		1683110105	\$903.76	
1683000046	\$903.76		1683110116	\$903.76	
1683000057	\$903.76		1683110127	\$903.76	
1683000068	\$903.76		1683110138	\$903.76	
1683000079	\$903.76		1683110149	\$903.76	
1683000080	\$903.76		1683110150	\$903.76	
1683000091	\$903.76		1683110161	\$903.76	
1683000101	\$903.76		1683110172	\$903.76	
1683000112	\$903.76		1683110183	\$903.76	
1683000123	\$903.76		1683120010	\$903.76	
1683000134	\$903.76		1683120021	\$903.76	
1683000145	\$903.76		1683120032	\$903.76	
1683000156	\$903.76		1683120043	\$903.76	
1683000167	\$903.76		1683120054	\$903.76	
1683000178	\$903.76		1683120065	\$903.76	
1683000189	\$903.76		1683120076	\$903.76	
1683000190	\$903.76		1683120087	\$903.76	
1683000200	\$903.76		1683120098	\$0.00	
1683000211	\$903.76		1683200015	\$903.76	
1683000222	\$903.76		1683200026	\$903.76	
1683000233	\$903.76		1683200037	\$903.76	
1683000244	\$903.76		1683200048	\$903.76	
1683000255	\$903.76		1683200059	\$903.76	
1683000266	\$903.76		1683200060	\$903.76	
1683000277	\$903.76		1683200071	\$903.76	
1683000288	\$903.76		1683200082	\$903.76	
1683000299	\$903.76		1683200093	\$903.76	
1683000309	\$903.76		1683200103	\$903.76	
1683000310	\$903.76		1683200114	\$903.76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2015-2016**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1683200125	\$903.76				
1683200136	\$903.76				
1683200147	\$903.76				
1683200158	\$903.76				
1683200169	\$903.76				
1683200170	\$903.76				
1683210018	\$903.76				
1683210029	\$903.76				
1683210030	\$903.76				
1683210041	\$903.76				
1683210052	\$903.76				
1683210063	\$903.76				
1683210074	\$903.76				
1683210085	\$903.76				
1683210096	\$903.76				
1683210106	\$903.76				
1683210117	\$903.76				
1683210128	\$903.76				
1683210139	\$903.76				
1683500011	\$288.10				
1683500021	\$288.10				
1683500031	\$288.10				
1683500041	\$288.10				
1683500051	\$288.10				
1683500061	\$288.10				
1683500071	\$288.10				
1683500081	\$288.10				
1683500091	\$288.10				
1683500101	\$288.10				
1683500111	\$288.10				
1683500121	\$288.10				
1683500131	\$288.10				
1683500141	\$288.10				
1683500151	\$288.10				
1683500161	\$288.10				
1683500171	\$288.10				
1683500181	\$288.10				
1683500191	\$288.10				
1683500201	\$288.10				
1683500211	\$288.10				
1683500221	\$288.10				
1683500231	\$288.10				
1683500241	\$288.10				
1683500511	\$288.10				
TOTAL TO BE ASSESSED		492,421.92			

ENGINEER'S REPORT

FOR

LANDSCAPE MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)

FISCAL YEAR 2015-2016

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 5
(HAWK'S CREST – TRACT 30230)
FISCAL YEAR 2015-2016**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: _____, 2015

By: _____
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2015.

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2015.

City Clerk, City of Norco
Riverside County, California

By: _____
Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

**FISCAL YEAR 2015-2016
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 99-76, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 5
(HAWK'S CREST- TRACT 30230)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

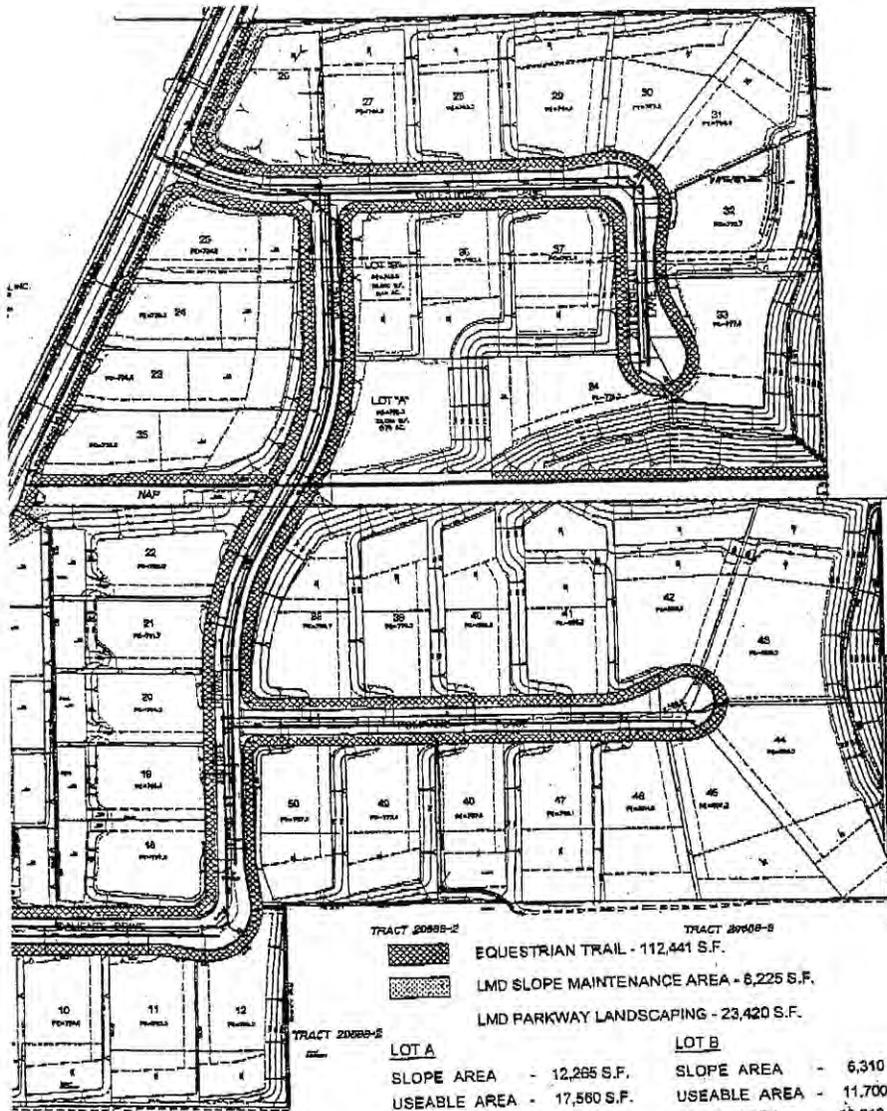
An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.



TRACT 20885-2 TRACT 20908-2

 EQUESTRIAN TRAIL - 112,441 S.F.
 LMD SLOPE MAINTENANCE AREA - 8,225 S.F.
 LMD PARKWAY LANDSCAPING - 23,420 S.F.

LOT A

SLOPE AREA - 12,265 S.F.
 USEABLE AREA - 17,560 S.F.
 EQUESTRIAN TRAIL - 3,230 S.F.
 TOTAL AREA - 33,055 S.F.

LOT B

SLOPE AREA - 6,310 S.F.
 USEABLE AREA - 11,700 S.F.
 TOTAL AREA - 18,010 S.F.

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PART A

PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 5
(HAWK'S CREST – TRACT 30230)
FISCAL YEAR 2015-2016**

The improvements are the operation, maintenance, and servicing of landscaping, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fencing, fixtures, and appurtenant facilities located within public rights-of-way (parkways), easements (slope and trail) and publicly owned parcels within the boundary of the Assessment District except as specifically excluded.

PART B

**ESTIMATE OF COST
LANDSCAPE MAINTENANCE DISTRICT NO. 5 (KB HOME TRACT 30230)
NORCO, CALIFORNIA (FUND NO. 53120)**

The estimated costs for the operation, maintenance and servicing of the facilities, shown below, are the estimated costs of maintenance if the facilities were fully maintained for Fiscal Year 2015-2016. The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessment proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with district proceedings.

Direct Cost

Contractual Maintenance (34100)			
1	Landscape Maintenance (Park-Flat): includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, water cost, electrical cost for controllers, tree trimming up to 15 feet, tree staking, backflow testing, rodent control and plant replacement.	\$	10,988.00
2	Arena Maintenance: includes grading & replenishment of DG and maintenance of rail. (Cost included in Item No. 1)		
3	Equestrian Trails: includes minor grading, replacement of wooden posts and rails, and addition of decomposed granite for trail surface.	\$	7,368.00
4	Landscape Maintenance (Slope - Park & Arena): includes plant maintenance, weed, and pest control, and debris cleanup.	\$	18,180.00
5	Slope Maintenance: includes same activities as Item 1 but for exterior slopes along Fifth Street and California Ave. (Cost included in Item No. 4)		
6	Landscape Maintenance (Parkways): includes weeding, feeding of ground cover and maintenance & trimming of street trees. (Cost included in Item No. 4)		
Utilities (33100)			
	Water	\$	8,000.00
	Electrical	\$	390.00
	Phone	\$	66.00
Annual Tree Replacement (32405)			
		\$	-
Subtotal Direct Cost		\$	44,992.00
Operating Contingency (7.7 percent max)			\$ 2,362.00
Replacement Reserve (2.0 percent max)			\$ 621.00
Administrative Costs			
	Observation: City Staff to Manage District (30105)	\$	6,257.00
	Engineer's Report (34110)	\$	2,500.00
	City Overhead/Administration (34135)	\$	2,956.00
	Riverside County Admin. Fee (35210)	\$	243.00
	Incidentals (30405)	\$	-
Subtotal Administrative Costs		\$	11,956
Operating Reserve			
Annual Capital Project			\$0.00
TOTAL ANNUAL BUDGET			<u>\$59,931.00</u>

The 1972 Act requires that a special fund to set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 and cash flow needs are as follows:

Fund Balance

Estimated Beginning Fund Balance July 1, 2015	\$ 82,893.00
Estimated Current Year Revenue Surplus	<u>\$.00</u>
Estimated Fund Balance June 30, 2016	\$ 82,893.00

Estimated Fund Balance Needs:

Needed for Future Trail Fence Replacement - 10 Years of 15 Year Useful Life	\$ 59,200.00
2013-2014 Budgeted Trail Fence Replacement Capital Project	\$ 0.00
6 Months Operating Cash Flow	<u>\$ 29,966.00</u>
Estimated Needs	<u>\$ 89,166.00</u>

Estimated Surplus or (Unfunded Needs): \$ (6,273.00)

Total Replacement Cost for Trail Fence (6,840 Lineal Ft @ \$13.00/LF)	\$ 88,920.00
Annual Set-Aside for Budgeted Trail Fence Replacement (15 YR replacement cycle for wood fencing)*	\$ 5,928.00

* Replacement cycle for vinyl fencing will be 25 years (\$3357.00/yr) as wood fencing is replaced.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

PART C

ASSESSMENT DIAGRAM

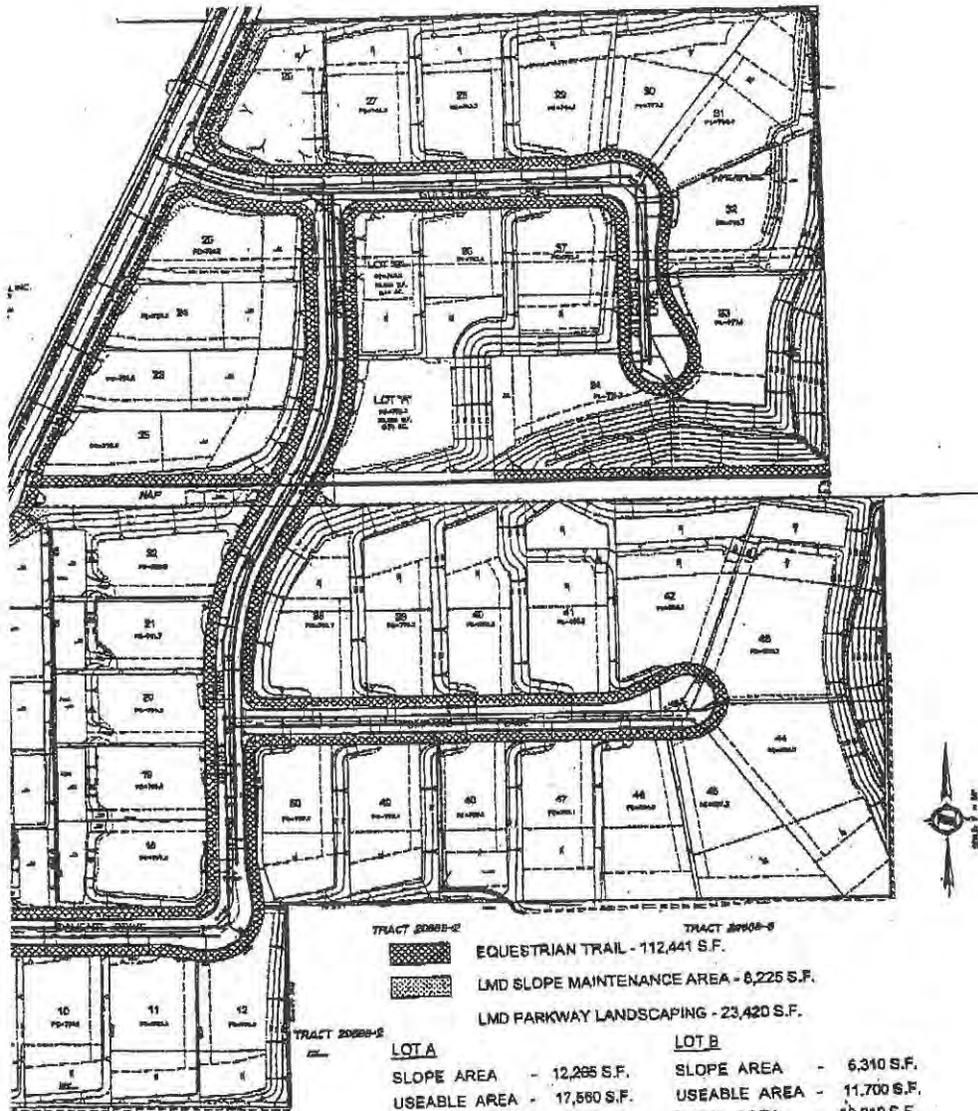
An Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

***LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)***

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 1 through 50 inclusive, of Tract No. 30230 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 344, Pages 40 through 45, inclusive, of Maps in the Office of the County Recorder of Said County.



TRACT 20500-2 TRACT 20500-3

 EQUESTRIAN TRAIL - 112,441 S.F.
 LMD SLOPE MAINTENANCE AREA - 8,225 S.F.
 LMD PARKWAY LANDSCAPING - 23,420 S.F.

LOT A

SLOPE AREA - 12,265 S.F.
 USEABLE AREA - 17,560 S.F.
 EQUESTRIAN TRAIL - 3,230 S.F.
 TOTAL AREA - 33,055 S.F.

LOT B

SLOPE AREA - 6,310 S.F.
 USEABLE AREA - 11,700 S.F.
 TOTAL AREA - 18,010 S.F.

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PART D
ASSESSMENT

WHEREAS, on November 5, 2003, the City Council of the City of Norco, California, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 5 (Hawk's Crest) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 44,962.00	\$ _____	\$ _____
Incidental Expenses	<u>\$ 14,969.00</u>	<u>\$ _____</u>	<u>\$ _____</u>
Total Cost	<u>\$ 59,931.00</u>	\$ _____	\$ _____
Surplus or (Deficit) from Previous Fiscal Year	<u>\$ (8,550.00)</u>	<u>\$ _____</u>	<u>\$ _____</u>
NET TO BE ASSESSED FOR FISCAL YEAR 2015-2016	\$ 51,381.00	\$ _____	\$ _____

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District. The annual CPI ending March 31, 2015 was 0.5%. The application of this CPI will increase the maximum per parcel assessment from \$1,022.50 to \$1,027.61 for a District wide maximum levy of \$51,380.50.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City

Council deems appropriate. Any balance remaining on July 1 must be carried over to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 is \$82,893.00.

As required by said Act, a diagram is attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2014-2015 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: _____, 2015

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
 LANDSCAPE MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST – TRACT 30230)
 FISCAL YEAR 2015-2016**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
1	\$1,027.61		45	\$1,027.61	
2	\$1,027.61		46	\$1,027.61	
3	\$1,027.61		47	\$1,027.61	
4	\$1,027.61		48	\$1,027.61	
5	\$1,027.61		49	\$1,027.61	
6	\$1,027.61		50	\$1,027.61	
7	\$1,027.61				
8	\$1,027.61				
10	\$1,027.61				
11	\$1,027.61				
12	\$1,027.61				
13	\$1,027.61				
14	\$1,027.61				
15	\$1,027.61				
16	\$1,027.61				
17	\$1,027.61				
18	\$1,027.61				
19	\$1,027.61				
20	\$1,027.61				
21	\$1,027.61				
22	\$1,027.61				
23	\$1,027.61				
24	\$1,027.61				
25	\$1,027.61				
26	\$1,027.61				
27	\$1,027.61				
28	\$1,027.61				
29	\$1,027.61				
30	\$1,027.61				
31	\$1,027.61				
32	\$1,027.61				
33	\$1,027.61				
34	\$1,027.61				
35	\$1,027.61				
36	\$1,027.61				
37	\$1,027.61				
38	\$1,027.61				
39	\$1,027.61				
40	\$1,027.61				
41	\$1,027.61				
42	\$1,027.61				
43	\$1,027.61				
44	\$1,027.61				

**TOTAL NUMBER OF PARCELS TO BE ASSESSED: 50
 TOTAL TO BE ASSESSED: \$ 51,380.50**

RESOLUTION NO. 2015-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2015-2016 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2015-2016 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 3 (CENTEX)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2015-2016 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 4 (NORCO RIDGE RANCH)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2015-2016 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Resolution No. 2015-29, Hawk's Crest
Page 2
June 3, 2015

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to continue a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the “Report” of the Engineer regarding the annual levy for said District, which “Report” is for maintenance for the Fiscal Year 2015-2016 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer’s “Report,” and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said “Report.”

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer’s “Report,” referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**“SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)”**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 15, 2015 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2820 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

Resolution No. 2015-30, Beazer
Page 5
June 3, 2015

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to continue a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 3 (CENTEX)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the “Report” of the Engineer regarding the annual levy for said District, which “Report” is for maintenance for the Fiscal Year 2015-2016 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer’s “Report,” and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said “Report.”

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer’s “Report,” referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**“SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 3 (CENTEX)”**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 15, 2015 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2820 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

Resolution No. 2015-31, Centex
Page 5
June 3, 2015

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to continue a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 4 (NORCO RIDGE RANCH)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the “Report” of the Engineer regarding the annual levy for said District, which “Report” is for maintenance for the Fiscal Year 2015-2016 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer’s “Report,” and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said “Report.”

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer’s “Report,” referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**“SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 4 (NORCO RIDGE RANCH)”**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 15, 2015 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2820 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

Resolution No. 2015-32, Norco Ridge Ranch
Page 5
June 3, 2015

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to continue a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2015-2016 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**"SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)"**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 15, 2015 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2820 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

Resolution No. 2015-33, Hawk's Crest
Page 5
June 3, 2015

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Dominic C. Milano, City Engineer

DATE: June 3, 2015

SUBJECT: Order of Procedure and Resolutions Necessary for the Annual Assessment Levy Continuing Landscape Maintenance District No. 2 – Western Pacific, Tract 25779 assuming a Proposition 218 majority protest is received;

Resolution No. 2015-34, (Western Pacific) Approving the Engineer's Preliminary report for the Annual Levy of Assessments for the Fiscal Year 2015-2016 in Said District.

Resolution No. 2015-35, (Western Pacific); Declaring City's Intention to Provide for an Annual Levy and Collection of Assessments for Certain Maintenance in an Existing District, and Setting a Time and Place for the Public Hearing

RECOMMENDATION: That the members of the City Council adopt the Resolution approving the Preliminary Engineer's Report and the Resolution providing for an annual levy of assessments assuming a failed Proposition 218 vote and setting the public hearing date.

SUMMARY: The "Landscaping and Lighting Act of 1972 requires that an Engineer's Report for existing landscape maintenance districts (LMDs) must be reviewed and approved annually to continue assessments for the districts. The formation of the district allows for an annual increase not to exceed the Consumer Price Index (CPI). The CPI ending March 31, 2015 adjustment per parcel assessment in the district is 0.5%. The Engineer's Report attached to this Staff Report assumes that the Proposition 218 vote for an increase in assessments receives a majority protest and cannot be approved. If a majority protest is not received the Public Hearing set with the attached Resolution will not be necessary.

BACKGROUND/ANALYSIS: On January 27, 2000, the City Council adopted Landscape Maintenance District No. 2 for Tract No. 25799 (Western Pacific) comprised of 219 assessable lots. The District was formed to maintain landscaping along the Norco Hills Road and Hidden Valley Parkway frontages of the development as well as selected interior slopes, wetlands, equestrian trails, and parkway maintenance. In fiscal

year 2014-15 the cost to maintain the District was \$131,453.00. The maintenance level for the equestrian trails was funded at a level necessary to only maintain them to a safe standard. In the early years, after the formation of the District, a surplus of Developer funds were used to balance the budget with the assessment collected. This surplus was exhausted a number of years ago with the City loaning the District a total of \$50,900.00 to meet expenses. This City General Fund loan has been reduced to a balance of \$11,582.00 but at the expense of trail maintenance. In addition, there has never been funds set aside to replace the trail fencing, replace drainage structures across the trail that are deteriorating to an unsafe condition or to install new drainage devices to reduce trail erosion during rain events.

The estimated cost to maintain the District at a minimum level is proposed to increase from \$131,453.00 (Fiscal Year 2014/15) to \$132,091.00 with an estimated \$2,500.00 payment to the general fund for a total budget of \$134,591.00. At this level the maintenance of the equestrian trail will only be at level to maintain them in a safe standard. With the application of the CPI, the per parcel assessment is proposed to increase \$3.06 from \$611.51 to \$614.57.

As stipulated in the "Landscaping and Lighting Act of 1972," the continuation of an existing maintenance district assessment has to be reviewed and approved each fiscal year. The attached resolutions provide for the proper continuation of the Districts as well as the assessments. The proposed CPI increases in Landscape Maintenance Districts will not require a majority protest vote of the property owners since the increase in assessments was allowed for in the formation of the Districts.

Included for your information are the Preliminary Engineer's Reports including the District boundaries, the items of work included in each maintenance district, as well as costs and the per parcel assessments for each District.

Staff recommends that the members of the City Council preliminarily approve the Engineer's Report for the continuation of the Landscape Maintenance Districts, if the Proposition 218 major protest vote fails to approve an increase in assessment to guarantee that landscaping within each district will remain attractive and well maintained and set the Public Hearing for the five districts for July 15, 2015. To do so, Council will need to adopt the attached Resolutions.

FINANCIAL IMPACT: None.

Attachments: Preliminary Engineer's Report (1)
 Resolutions (2)

**ENGINEER'S REPORT
(PROPOSED BUDGET- FAILED PROP 218 VOTE)**

FOR

**LANDSCAPE MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)**

FISCAL YEAR 2015-2016

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)
FISCAL YEAR 2015-2016**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: _____, 2015

By:

Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2015.

By:

Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2015.

By:

Cheryl L. Link, City Clerk
City of Norco
Riverside County, California

**FISCAL YEAR 2015-2016
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 98-97, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

PART A

PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)
FISCAL YEAR 2015-2016**

The improvements are the operation, maintenance, and servicing of landscaping, wetlands, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fixtures, and appurtenant facilities located within public right-of-way (parkways), easements (slope and trail) and publicly owned parcels within the boundary of the Assessment District except as specifically excluded.

PART B
ESTIMATE OF COST
LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
NORCO, CALIFORNIA (FUND NO. 53105)

The estimated costs for the operation, maintenance and servicing of the facilities, included in this Part, are the estimated costs of maintenance if the facilities were fully maintained for Fiscal Year 2015-2016. The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessment proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with district proceedings.

Direct Cost

Contractual Maintenance (34100)

Landscape Maintenance: Generally includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, water cost, electrical cost for controllers, tree trimming up to 15 feet, tree staking, backflow testing, rodent control and plant replacement.

1 Slope Maintenance: includes same activities as Item 1 for exterior slopes along Hidden Valley Parkway and Norco Hills Road as well as private slopes adjacent to wetlands area at Lots 77, 78, 89, 90, 91.	\$ 18,818.00
2 Parkway Maintenance: includes all pruning, weed and pest control, fertilization, ground cover, trash and debris cleanup, irrigation to include maintenance and repair, backflow testing, rodent control and plant replacement.	\$ 25,524.00
3 Equestrian Trails: includes minor grading, replacement of wooden posts and rails, and addition of decomposed granite for trail surface.	\$ 5,000.00
4 Maintenance of Wetland (Lot 71): trash and debris cleanup, plant replacement, pest and rodent control.	\$ 500.00
5 Park Maintenance (Lot 2): trash and debris cleanup, mowing, fertilization, turf care, pest and rodent control, and observation.	\$ 5,995.00

Utilities (33100)

Water	\$ 48,930.00
Electrical	\$ 5,985.00
Phone	\$ 227.00

Annual Tree Replacement (32405)

\$ -

Subtotal Direct Cost

\$ 110,979.00 \$ 110,979.00

Operating Contingency (1.5 percent max)

\$ -

Replacement Reserve (2.0 percent) (Not funded)

Administrative Costs

Observation: City Staff to Manage District (30100)	\$ 10,428.00
Engineer's Report (34110)	\$ 2,500.00
City Overhead/Administration (34135)	\$ 7,942.00
Riverside County Admin. Fees (35210)	\$ 242.00
Incidentals (30405)	\$ -

Subtotal Administrative Costs

\$ 21,112.00 \$ 21,112.00

Operating Reserve

\$ -

TOTAL ANNUAL BUDGET

\$ 132,091.00

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 and cash flow funding needs are as follows:

Fund Balance	
Estimated Beginning Fund Balance July 1, 2015	\$(11,582.00)
Add Back Budgeted Assessment for Future Trail Fence Replacement	\$0.00
Estimated Current Year Revenue Surplus/(Deficit)	<u>\$2,408.00</u>
Estimated Fund Balance June 30, 2016	\$(9,174.00)

Estimated Fund Balance Needs:

Needed for Future Trail Fence Replacement - 10 Years of 15 Year Useful Life	\$258,300.00
Less Unspent 2013-2015 Budgeted Trail Fence Replacement Capital Project	\$0.00
6 Months Operating Cash Flow	<u>\$ 66,092.00</u>
Estimated Needs	<u>\$ 324,392.00</u>

Estimated Surplus (Unfunded Needs): \$(335,974.00)

Total Replacement Cost for Trail Fence (29,800 Lineal Feet @ \$13.00/LF)	\$387,400.00
Annual Set-Aside for Budgeted Trail Fence Replacement (15 YR Replacement Cycle for existing wood fencing)*	\$ 25,830.00

*Replacement cycle for vinyl fencing will be 25 years (\$15,496/YR) as wood fencing is replaced.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

PART C

ASSESSMENT DIAGRAM

An Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

***LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)***

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

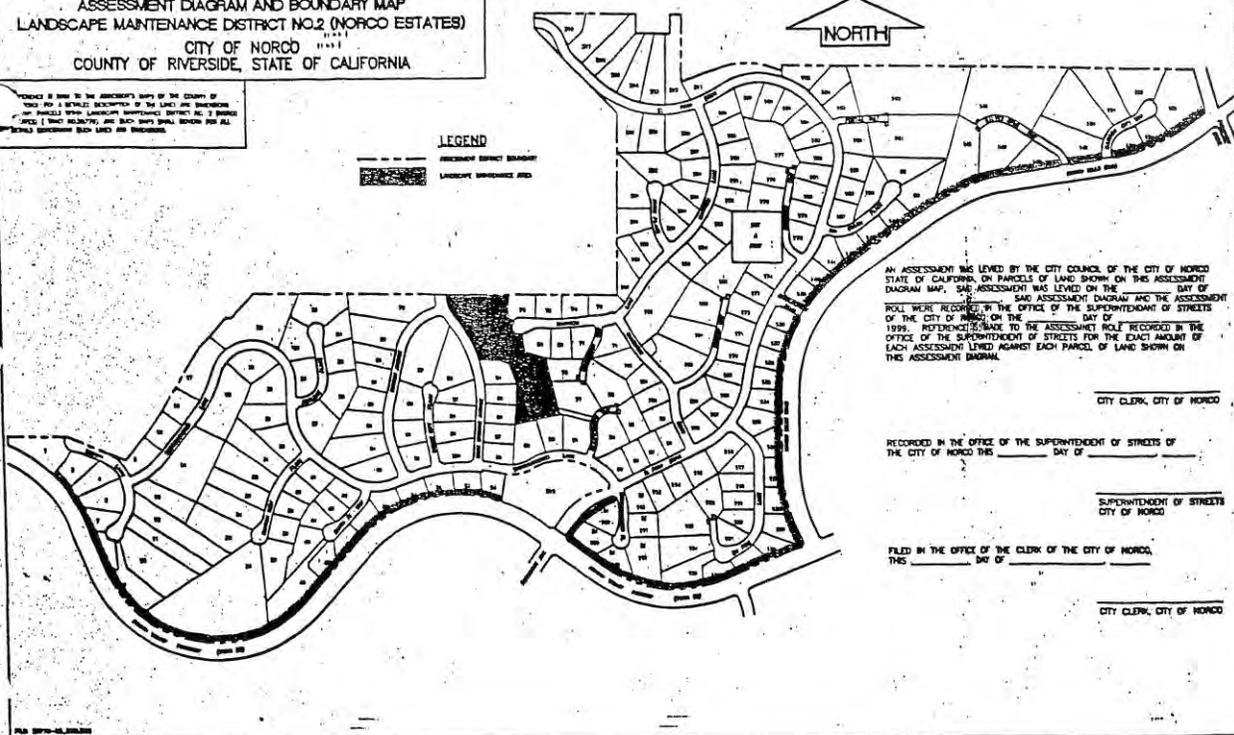
Lots 3 through 70 inclusive, and Lots 72 through 221, exclusive of Lot 219, of Tract No. 25779 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 284, Pages 20 through 30, inclusive, of Maps in the Office of the County Recorder of Said County.

ASSESSMENT DIAGRAM AND BOUNDARY MAP
 LANDSCAPE MAINTENANCE DISTRICT NO.2 (NORCO ESTATES)
 CITY OF NORCO
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

THIS IS A MAP TO THE ASSessor'S MAP OF THE COUNTY OF RIVERSIDE, CALIFORNIA, SHOWING THE BOUNDARIES OF THE LANDS AND PARCELS OF LANDS WITHIN LANDSCAPE MAINTENANCE DISTRICT NO. 2, NORCO ESTATES, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AND EACH PARCEL SHOWN THEREON FOR ALL PURPOSES PERTAINING TO THE ASSESSMENT OF SUCH LANDS.

LEGEND

- ASSESSMENT DISTRICT BOUNDARY
- LANDSCAPE MAINTENANCE AREA



AN ASSESSMENT WAS LEVIED BY THE CITY COUNCIL OF THE CITY OF NORCO, STATE OF CALIFORNIA, ON PARCELS OF LAND SHOWN ON THIS ASSESSMENT DIAGRAM MAP, SAID ASSESSMENT WAS LEVIED ON THE _____ DAY OF _____ 19____. SAID ASSESSMENT DIAGRAM AND THE ASSESSMENT ROLL WERE RECORDED IN THE OFFICE OF THE SUPERINTENDANT OF STREETS OF THE CITY OF NORCO ON THE _____ DAY OF _____ 19____. REFERENCES MADE TO THE ASSESSMENT ROLL RECORDED IN THE OFFICE OF THE SUPERINTENDANT OF STREETS FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND SHOWN ON THIS ASSESSMENT DIAGRAM.

CITY CLERK, CITY OF NORCO

RECORDED IN THE OFFICE OF THE SUPERINTENDANT OF STREETS OF THE CITY OF NORCO THIS _____ DAY OF _____

SUPERINTENDANT OF STREETS
 CITY OF NORCO

FILED IN THE OFFICE OF THE CLERK OF THE CITY OF NORCO, THIS _____ DAY OF _____

CITY CLERK, CITY OF NORCO

PART D

ASSESSMENT

WHEREAS, on October 20, 1999, the City Council of the City of Norco, California, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 2 (Western Pacific) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 110,979.00	\$ _____	\$ _____
Incidental Expenses	\$ <u>21,112.00</u>	\$ _____	\$ _____
Total Cost	\$ 132,091.00	\$ _____	\$ _____
Payment of G.F. Loan	\$ <u>2,500.00</u>	\$ _____	\$ _____
NET TO BE ASSESSED FOR FISCAL YEAR 2015-2016	\$ 134,591.00	\$ _____	\$ _____

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index (CPI) applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District. The Annual CPI ending March 31, 2015 was 0.5%. The application of this CPI will increase the per parcel assessment from \$611.51 to \$614.57, for a District wide levy of \$134,590.83.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the next fiscal year. The estimated fund balance for fiscal year ending June 30, 2015 is a deficit of \$11,582 .00.

As required by said Act, a diagram is hereto attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2014-2015 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: _____, 2015

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
FISCAL YEAR 2015-2016**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
3	\$614.57		46	\$614.57	
4	\$614.57		47	\$614.57	
5	\$614.57		48	\$614.57	
6	\$614.57		49	\$614.57	
7	\$614.57		50	\$614.57	
8	\$614.57		51	\$614.57	
9	\$614.57		52	\$614.57	
10	\$614.57		53	\$614.57	
11	\$614.57		54	\$614.57	
12	\$614.57		55	\$614.57	
13	\$614.57		56	\$614.57	
14	\$614.57		57	\$614.57	
15	\$614.57		58	\$614.57	
16	\$614.57		59	\$614.57	
17	\$614.57		60	\$614.57	
18	\$614.57		61	\$614.57	
19	\$614.57		62	\$614.57	
20	\$614.57		63	\$614.57	
21	\$614.57		64	\$614.57	
22	\$614.57		65	\$614.57	
23	\$614.57		66	\$614.57	
24	\$614.57		67	\$614.57	
25	\$614.57		68	\$614.57	
26	\$614.57		69	\$614.57	
27	\$614.57		70	\$614.57	
28	\$614.57		71	\$614.57	
29	\$614.57		72	\$614.57	
30	\$614.57		73	\$614.57	
31	\$614.57		74	\$614.57	
32	\$614.57		75	\$614.57	
33	\$614.57		76	\$614.57	
34	\$614.57		77	\$614.57	
35	\$614.57		78	\$614.57	
36	\$614.57		79	\$614.57	
37	\$614.57		80	\$614.57	
38	\$614.57		81	\$614.57	
39	\$614.57		82	\$614.57	
40	\$614.57		83	\$614.57	
41	\$614.57		84	\$614.57	
42	\$614.57		85	\$614.57	
43	\$614.57		86	\$614.57	
44	\$614.57		87	\$614.57	
45	\$614.57				

**LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
FISCAL YEAR 2015-2016**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
88	\$614.57		132	\$614.57	
89	\$614.57		133	\$614.57	
90	\$614.57		134	\$614.57	
91	\$614.57		135	\$614.57	
92	\$614.57		136	\$614.57	
93	\$614.57		137	\$614.57	
94	\$614.57		138	\$614.57	
95	\$614.57		139	\$614.57	
96	\$614.57		140	\$614.57	
97	\$614.57		141	\$614.57	
98	\$614.57		142	\$614.57	
99	\$614.57		143	\$614.57	
100	\$614.57		144	\$614.57	
101	\$614.57		145	\$614.57	
102	\$614.57		146	\$614.57	
103	\$614.57		147	\$614.57	
104	\$614.57		148	\$614.57	
105	\$614.57		149	\$614.57	
106	\$614.57		150	\$614.57	
107	\$614.57		151	\$614.57	
108	\$614.57		152	\$614.57	
109	\$614.57		153	\$614.57	
110	\$614.57		154	\$614.57	
111	\$614.57		155	\$614.57	
112	\$614.57		156	\$614.57	
113	\$614.57		157	\$614.57	
114	\$614.57		158	\$614.57	
115	\$614.57		159	\$614.57	
116	\$614.57		160	\$614.57	
117	\$614.57		161	\$614.57	
119	\$614.57		163	\$614.57	
120	\$614.57		164	\$614.57	
121	\$614.57		165	\$614.57	
122	\$614.57		166	\$614.57	
123	\$614.57		167	\$614.57	
124	\$614.57		168	\$614.57	
125	\$614.57		169	\$614.57	
126	\$614.57		170	\$614.57	
127	\$614.57		171	\$614.57	
128	\$614.57				
129	\$614.57				
130	\$614.57				
131	\$614.57				

**LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
FISCAL YEAR 2015-2016**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
172	\$614.57		216	\$614.57	
173	\$614.57		217	\$614.57	
174	\$614.57		218	\$614.57	
175	\$614.57		219	\$614.57	
176	\$614.57		220	\$614.57	
177	\$614.57		221	\$614.57	
178	\$614.57				
179	\$614.57				
180	\$614.57				
181	\$614.57				
182	\$614.57				
183	\$614.57				
184	\$614.57				
185	\$614.57				
186	\$614.57				
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204	\$614.57				
206	\$614.57				
207	\$614.57				
208	\$614.57				
209	\$614.57				
210	\$614.57				
211	\$614.57				
212	\$614.57				
213	\$614.57				
214	\$614.57				
215	\$614.57				

**TOTAL NUMBER OF ASSESSED PARCELS: 219
TOTAL TO BE ASSESSED IS \$134,590.83**

RESOLUTION NO. 2015-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2015-2016 IN SAID DISTRICT, ASSUMING A MAJORITY PROTEST IS RECEIVED FOR LANDSCAPE MAINTENANCE DISTRICT NO. 2.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)**

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015

Cheryl Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to continue a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the “Report” of the Engineer regarding the annual levy for said District, which “Report” is for maintenance for the Fiscal Year 2015-2016, if the Proposition 218 majority protest vote is received, is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer’s “Report,” and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said “Report.”

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer’s “Report,” referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**“SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)”**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 15, 2015 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2820 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 3, 2015, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 3, 2015.

Cheryl Link, City Clerk
City of Norco, California

CITY OF NORCO STAFF REPORT

TO: Honorable Chair and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Steve King, Planning Director 

DATE: June 3, 2015

SUBJECT: **Ordinance No. 988, First Reading. Zone Code Amendment 2015-02:** Amend Norco Municipal Code Chapter 18.13 (A-1 zone) to amend the maximum allowed lot coverage regulations for structures.

RECOMMENDATION: Adopt Ordinance No. 988 for first reading.

SUMMARY: On May 6, 2015 the City Council did not have the Second Readings on two Ordinances that would have amended the building coverage calculations for lots in the A-1 zone and in the Norco Ridge Ranch Specific Plan with direction that a new First Reading be advertised for lots the A-1 zone with changes from what had been proposed on May 6, 2015. It was also directed that no changes be done for lots that already have primary animal-keeping areas (PAKA) which includes the entirety of Norco Ridge Ranch Specific Plan and some lots in the A-1 zone.

BACKGROUND: The City Council and Planning Commission agreed that the current building coverage calculation standards in the A-1 zone need to be adjusted to better protect animal-keeping on these lots into the future. At its meeting on May 6, 2015 the City Council considered a Second Reading for two ordinances that would have adjusted the building coverage calculation standards on lots in the A-1 zone and in the Norco Ridge Ranch Specific Plan but both ordinances were not approved for the Second Reading.

The City Council directed that a new first reading be advertised to amend the building coverage calculation standards for lots in the A-1 zone with changes from what had been discussed on May 6. The new regulations would include in-ground pools and spas with a five-foot coping area around them in the building coverage calculations on the lots in question. This requirement would not apply to any lots in the A-1 zone where a primary animal-keeping area (PAKA) has been recorded. The other change eliminates a required 35-foot setback to an open animal area. The setback requirement had been part of the ordinance for which the second reading did not occur on May 6, 2015.

The current permitted building coverage in the A-1 Zone cannot exceed 40% of the total lot area for all structures, and not more than 40% of the flat pad area for all structures on the flat pad. The flat pad of a lot is defined as that portion of the lot at a 4 percent grade or less.

AGENDA ITEM: 5.A.

These standards are for lots that do not have a recorded primary animal-keeping area (PAKA).

Prior to approval of an accessory building by the Planning Commission in an A-1 zone (non-PAKA) it has to be shown that an open animal area will exist on the lot in question after the proposed building is constructed. The open animal area is equal to the allowed number of animal units multiplied by 576 square feet (2,880 square feet for 5 animal units). Currently pools are not included in that lot coverage calculation so a pool could be shown included in that open animal area. The attached Ordinance would change the NMC so that in-ground pools and spas with a five-foot coping area around them will be included in the building coverage calculation and therefore would have to be excluded from an open animal area.

The changes being proposed are shown below; black is how the current regulations read for context, the underlined red is what is being added.

NMC, Chapter 18.15 (A-1 zone)

18.13.20 Permitted Coverage.

For lots that do not have a primary animal-keeping area, the maximum lot coverage of all structures shall be not more than 40 percent of the total lot area.

The maximum pad coverage of all structures on the pad shall be not more than 40 percent of the total pad area. The pad area is defined as the "flat" part of the lot (four percent grade or less).

For determining structural coverage on the lot in question:

C. A contiguous open animal area shall be rectangular in shape with a minimum of 24 feet on any side. The total open area shall be equal to the allowed number of animal units multiplied by 576 square feet. The contiguous open animal areas shall be free of any structures that require a building permit. On lots one acre or less, the contiguous open area shall be one contiguous area.

D. All in-ground pools and spas along with a five-foot coping area around the perimeter of said structures shall be included in the building coverage calculations.

Attachment: Ordinance No. 988

ORDINANCE NO. 988

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORCO APPROVING ZONE CODE AMENDMENT 2015-05 AMENDING CHAPTER 18.13 “A-1” (AGRICULTURAL LOW DENSITY) ZONE, WITH ANY RELATED CROSS-REFERENCES IN OTHER CHAPTERS AS NEEDED TO AMEND THE MAXIMUM-ALLOWED LOT COVERAGE FOR STRUCTURES. ZONE CODE AMENDMENT 2015-02.

WHEREAS, THE CITY COUNCIL, initiated a new First Reading for a revised zone code amendment to amend the maximum-allowed lot coverage for structures in the A-1 zone; and

WHEREAS, an application for a zone code amendment was duly submitted to said City’s Planning Commission for decision at a public hearing for which proper notice was given; and

WHEREAS, at the time set at 7 p.m. on March 11, 2015, within the Council Chambers at 2820 Clark Avenue, Norco, California, 92960, said petition was heard by the Planning Commission for the City of Norco; and

WHEREAS, at said time and place, said Planning Commission heard and considered both oral and written evidence; and

WHEREAS, the Planning Commission adopted Resolution 2015-12 recommending that the City Council approve Zone Code Amendment 2015-02; and

WHEREAS, said application for zone code amendment was duly submitted to said City’s City Council for decision at a public hearing for which proper notice was given; and

WHEREAS, at the time set at 7 p.m. on April 15, 2015, within the Council Chambers at 2820 Clark Avenue, Norco, California, 92960, said petition was heard by the City Council for the City of Norco; and

WHEREAS, at said time and place, said City Council heard and considered both oral and written evidence; and

WHEREAS, said City Council had a First Reading for Ordinance 988; and

WHEREAS, a Second Reading for Ordinance 988 was scheduled for May 6, 2015; and

WHEREAS, on May 6, 2015 the City Council did not approve the Second Reading for Ordinance 988; and

WHEREAS, the City Council directed that a First Reading be re-advertised for a revised zone code amendment from discussions at the May 6, 2015 meeting; and

WHEREAS, said revised zone code amendment was duly submitted to said City's City Council for decision at a public hearing for which proper notice was given; and

WHEREAS, at the time set at 7 p.m. on June 3, 2015, within the Council Chambers at 2820 Clark Avenue, Norco, California, 92860, said petition was heard by the City Council for the City of Norco; and

WHEREAS, at said time and place, said City Council heard and considered both oral and written evidence; and

WHEREAS, the City of Norco, acting as the Lead Agency, has determined that the project is exempt from the California Environmental Quality Act (CEQA) and the City of Norco Environmental Guidelines per Class 1.

NOW, THEREFORE, the City Council of the City of Norco does hereby find as follows:

- A. The proposed zone code amendment is consistent with the Zoning Ordinance and the intent of the A-1 zone and related zoning standards. The zone code amendment will amend lot coverage regulations and should not generate significant new traffic over what is currently generated by permitted uses. The proposed new regulations will not be detrimental to public health, convenience, or welfare of the community or to any surrounding businesses or residences.
- B. The City of Norco has been determined to be the lead agency for environmental reporting purposes pursuant to State and local environmental guidelines, and has determined that the project is exempt pursuant to the California Environmental Quality Act (CEQA) and the City of Norco Environmental Guidelines (Class 1).

NOW, THEREFORE, the City Council of the City of Norco does hereby approve as follows:

SECTION 1:

18.13.20 Permitted Coverage.

For lots that do not have a primary animal-keeping area, the maximum lot coverage of all structures shall be not more than 40 percent of the total lot area.

The maximum pad coverage of all structures on the pad shall be not more than 40 percent of the total pad area. The pad area is defined as the "flat" part of the lot (four percent grade or less).

For determining structural coverage on the lot in question:

C. A contiguous open animal area shall be rectangular in shape with a minimum of 24 feet on any side. The total open area shall be equal to the allowed number of animal units multiplied by 576 square feet. The contiguous open animal areas shall be free of any structures that require a building permit. On lots one acre or less, the contiguous open area shall be one contiguous area.

D. All in-ground pools and spas along with a five-foot coping area around the perimeter of said structures shall be included in the building coverage calculations.

SECTION 2: EFFECTIVE DATE: This Ordinance shall become effective 30 days after final passage thereof.

SECTION 3: SEVERABILITY: If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance. The Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, and phrase, hereof, irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases hereof be declared invalid or unconstitutional.

SECTION 4: POSTING: The Mayor shall sign this Ordinance and the City Clerk shall attest thereto and shall cause the same within 15 days of its passage to be posted at no less than five public places within the City of Norco.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held June 17, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Norco, California, duly held on June 3, 2015 and thereafter at a regular meeting of said City Council duly held on June 17, 2015, it was duly passed and adopted by the following vote of the City Council:

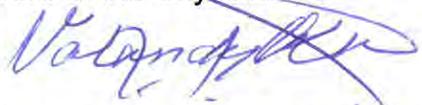
AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on June 17, 2015.

Cheryl Link, City Clerk
City of Norco, California

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: William R. Thompson, Water/Sewer Consultant 

DATE: June 3, 2015

SUBJECT: **Ordinance No. 991.** An Urgency Water Conservation Program Ordinance. **Resolution No. 2015-36,** Declaring Level 3 Water Conservation Measures.

RECOMMENDATION: Adopt **Ordinance No. 991,** establishing an Urgency Water Conservation Program in compliance with the State Water Resources Control Board rulemaking adopting additional water conservation measures due to continuing drought conditions and establish local water conservation restrictions; and adopt **Resolution No. 2015-36,** declaring Level 3 water conservation measures.

SUMMARY: At their regularly-scheduled May 5, 2015 public meeting, the State Water Resources Control Board (SWRCB), in accordance with applicable State laws and regulations adopted additional emergency regulations for Statewide Urban Water Conservation. The newly adopted regulations require all water suppliers to implement additional water conservation measures to reach a statewide water use reduction of 25%. The City of Norco Municipal Code requires the City Council adopt a resolution declaring additional restrictions in the event of critical water availability. Staff is recommending the City Council implement Level 3 water conservation effort.

BACKGROUND/ANALYSIS: On April 25, 2014, Governor Edmund G. Brown Jr. issued an executive order to strengthen the state's ability to manage water and habitat effectively in drought conditions. The Governor's Proclamation No. 1-17- 2014, declared a State of Emergency existed in California due to severe drought conditions. On May 5, 2015, the SWRCB formally adopted additional emergency water conservation regulations with a statewide goal to reach a 25% reduction in water use.

The SWRCB action adopts California Code of Regulations, title 23, sections 863, 864, and 865. The State Water Board staff will submit the regulation to the Office of Administrative Law (OAL) for final approval.

The initial regulation will remain in effect for 270 days after filing with the secretary of State, unless the SWRCB determines if it is necessary due to changing conditions.

At their August 6, 2014 City Council Meeting, City Council supported the Statewide Urban Water Conservation Emergency Regulation, and directed staff to draft a resolution to execute specific water use restrictions in the City of Norco. The City Council at their September 17, 2014 meeting approved Resolution 2014-59 as an urgency ordinance to implement the regulations adopted by the SWRCB; and

By approving the initial resolution, all water users within the City of Norco water distribution system are required to:

1. Yards and Landscaping. Yards, lawns, landscaping, turf areas, and decorative plants and shrubs shall only be watered after the hour of 4:00 pm and before the hour of 10:00 am each day.
2. Cleaning. The hosing of sidewalks, driveways, or parking areas shall be prohibited except that flammable or other dangerous substances may be dissolved, dissipated, or otherwise removed by direct hosing.
3. Eating Establishments. No establishment offering food to the public shall serve drinking water to a customer unless it is expressly requested.

This urgency ordinance establishes the following five (5) Water Shortage Response Levels to be implemented in response to worsening water shortage conditions or decreasing water supplies:

Level 1 – Water Shortage Watch. Use restrictions are based on Ordinance 397, Water Conservation, Chapter XXI, and Section 14.04.650 of the Norco Municipal Code.

Level 2 – Water Shortage Caution. Use restrictions are mandatory with a conservation target of up to 20%.

Level 3 – Water Shortage Alert. Use restrictions are mandatory with a conservation target of up to 30%.

Level 4 – Water Shortage Critical. Use restrictions are mandatory with a conservation target of up to 40%.

Level 5 – Water Shortage Emergency. Use restrictions are mandatory with a conservation target of more than 40%.

Staff is recommending the City Council adopt water conservation Level 3, which would require all water users to reduce their water usage up to 30%. All persons using water provided by the City of Norco shall comply with Level 1, Level 2, and Level 3 conservation practices listed below:

Level 1

1. Allowing water to flow from the Person's property onto adjacent properties or public or private roadways or streets due to excessive irrigation and/or uncorrected leaks;
2. Failing to repair a water leak;
3. Using water to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas, except to alleviate immediate safety or sanitation hazards;
4. Watering lawns and/or groundcovers and irrigating landscaping between the hours of 8:00 a.m. and 8:00 p.m.

Level 2

1. Do not use water to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas, except to alleviate immediate safety or sanitation hazards.
2. Adjust sprinklers and irrigation systems to avoid overspray, runoff, and waste. Customers should also avoid watering on windy days.
3. Irrigate all landscapes before dawn, if possible, but never between 8:00 a.m. and 8:00 p.m. Use a hand-held hose equipped with a positive shut-off nozzle or bucket to water landscaped areas that are not irrigated by a landscape irrigation system.
4. Agricultural users are requested to reduce water usage and to consult with the local Resource Conservation District as needed or industry associations in their area for appropriate water conservation measures and to implement them as soon as possible.
5. Residents are urged to design and install water-wise landscaping utilizing native and other drought-tolerant plant materials and minimize turf areas for permanent water conservation.
6. Developers of commercial properties are urged to design and install water-wise landscaping utilizing native and other drought-tolerant plant materials and minimize turf areas for permanent water conservation, as required by City landscape ordinances.
7. Install water-saving devices in indoor plumbing.

8. Check faucets, toilets, and pipes, both indoors and outdoors, for leaks and repair them immediately.
9. Use re-circulated water to operate decorative fountains, ponds, lakes or other similar aesthetic structures.
10. Wash motor vehicles, trailers, boats, and all other mobile equipment using a bucket or a hand-held hose with a positive shut-off nozzle, mobile high-pressure/low-volume wash system, or at a commercial site that re-circulates (reclaims) water onsite. Avoid washing during hot conditions when additional water is required due to evaporation.
11. Restaurants or other public places where food is served shall not serve drinking water to any customer unless requested by a customer.
12. Irrigation is prohibited during and for 48 hours after any measurable rainfall.
13. Operators of hotels and motels must provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.

Level 3

1. Whether irrigated with potable or non-potable water, limit all ornamental and turf irrigation to three (3) days per week for no more than ten (10) minutes per station per day.
2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation systems, stream rotor sprinklers, and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to twenty (20) minutes per station on the days authorized for landscape irrigation.
3. The following irrigation schedule will be implemented and enforced: odd addresses (the last digit is an odd number) may irrigate on Monday, Wednesday and Friday. Even addresses (the last digit is an even number) may irrigate on Tuesday, Thursday and Saturday. There will be no authorized landscape irrigation on Sunday.
4. An alternative three (3)-day schedule may be requested for irrigation of functional turf areas at schools and parks.
5. Vehicles may only be washed at commercial carwashes that re-circulate water or by high-pressure/low-volume wash devices.

6. Potable water may not be used for construction purposes. Non-potable and/or recycled water must be utilized.
7. Verification and repair of all leaks within forty-eight (48) hours of notification by the City unless other arrangements are approved by the City Manager or designee to avoid penalties identified in Article 9.

Upon the declaration of the proposed Level 3 water conservation measures the City Manager will instruct staff to notify all customers of the city through the monthly billing process of the level of change. Staff will post the revised water conservation measures on the City web site, and employees will be made familiar with the new measures.

The proposed urgency ordinance has provisions for violation penalties that will be imposed pursuant to the SWRCB adoption of the Executive Order. The Order suggests fines from \$25 per violation through \$500 for multiple violations. The Order also sites penalties for violations directly to the City of Norco for noncompliance in the maximum amount of \$10,000 per day.

FINANCIAL IMPACT: N/A

Attachments: Ordinance No. 991
Resolution No. 2015-36

ORDINANCE NO. 991

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA ADOPTING AN EMERGENCY WATER CONSERVATION PROGRAM, AND AMENDING CHAPTER 14.04 "WATER SYSTEM" ADDING SECTIONS 14.04.700 THROUGH 14.04.790. CODE CHANGE 2015-02.

WHEREAS, the City of Norco ("City") owns and operates a public water system, serves more than 3,000 customers, is considered an "urban water supplier" as defined in Water Code section 10617, and is subject to the Urban Water Management Planning Act; and

WHEREAS, California is currently in the fourth year of a significant drought resulting in severe impacts to California's water supplies and its ability to meet all of the demands for water in the state; and

WHEREAS, Governor Edmund G. Brown, Jr. declared a state of emergency on January 17, 2014, and due to continuing dry conditions, a continued state of emergency was declared on April 1, 2015; and

WHEREAS, Water Code section 1058.5 grants the State Water Resources Control Board ("SWRCB") the authority to adopt emergency regulations in years when the Governor has declared an emergency based upon water shortage conditions; and

WHEREAS, on July 15, 2014, the SWRCB formally adopted emergency rulemaking to enact emergency regulations for urban water suppliers; and

WHEREAS, in response to the emergency regulations adopted by the SWRCB on August 11, 2014, the City Council at their September 17, 2014 meeting approved Resolution 2014-59 to implement the regulations adopted by the SWRCB; and

WHEREAS, on May 5, 2015, the SWRCB formally adopted additional emergency regulations for urban water suppliers due to continuing water shortage conditions; and

WHEREAS, the three sets of emergency regulations adopted by the SWRCB prohibit certain types of potable water use, order all urban water suppliers to implement mandatory conservation measures, and order water suppliers with 3,000 or more service connections to provide monthly data on water production; and

WHEREAS, the declaration of emergency by the Governor and the emergency regulations adopted by the SWRCB make it necessary to adopt on an urgency basis an ordinance to implement additional regulations; and

WHEREAS, under the above recited circumstances, the City council may adopt an urgency ordinance effective immediately pursuant to Government Code Section, 36934 and 36937.

NOW THEREFORE, IT IS HEREBY ORDAINED by the City of Norco that the Municipal Code be amended, effective immediately, as follows:

Section 14.04.700 Declaration of Necessity and Intent.

The City of Norco water supplies are required to be put to their maximum beneficial use. Water conservation is required even in the best of times, and wasteful or unreasonable uses must be prevented. Water conservation must be practiced so that adequate and reliable water supplies are available to serve customers of the City. The provisions of Section 14.04.700 shall supercede any inconsistent provisions of the Municipal Code.

Established the following five (5) Water Shortage Response Levels to be implemented in response to worsening water shortage conditions or decreasing water supplies:

Level 1 – Water Shortage Watch. Use restrictions are based on Ordinance 397, Water Conservation, Chapter XXI, Section 14.04.650 of the Norco Municipal Code.

Level 2 – Water Shortage Caution. Use restrictions are mandatory with a conservation target of up to 20%.

Level 3 – Water Shortage Alert. Use restrictions are mandatory with a conservation target of up to 30%.

Level 4 – Water Shortage Critical. Use restrictions are mandatory with a conservation target of up to 40%.

Level 5 – Water Shortage Emergency. Use restrictions are mandatory with a conservation target of more than 50%.

During Water Shortage Response Levels 2 – 5, violations of the water use restrictions cited in this Water Conservation Program and Water Allocation Targets listed in Water Shortage Levels 4-5 set forth in Section 14.04.770.

Section 14.04.710 Application of Regulation.

These regulations shall apply to all customers, water users, and premises served by the City of Norco, wherever situated, and shall also apply to all premises and facilities owned, maintained, operated, administered, or under the jurisdiction of the City.

14.04.720 Water Conservation and Unreasonable Uses of Water.

- a. It shall be unlawful at any time for any Person to make, cause, or use or permit the use of water from the City for residential, commercial, industrial, institutional, agricultural, irrigation, governmental, or any other purpose in a manner contrary to any mandatory provision of this resolution, or in an amount in excess of that use permitted by the Water Shortage Response Levels which are in effect pursuant to this resolution or by action taken by the City Council in accordance with this resolution. The water conservation and supply shortage response measures set forth in this Section 2.0 shall be in effect at all times and subject to the penalties herein.
- b. It shall be unlawful at any time for any Person to waste water or to use it unreasonably. Unreasonable uses of water shall include, but are not limited to, the following practices:
 1. Allowing water to flow from the Person's property onto adjacent properties or public or private roadways or streets due to excessive irrigation and/or uncorrected leaks;
 2. Failing to repair a water leak;
 3. Using water to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas, except to alleviate immediate safety or sanitation hazards;
 4. Watering lawns and/or groundcovers and irrigating landscaping between the hours of 8:00 a.m. and 8:00 p.m.
- c. A Water Shortage Response Level shall be determined by the City Council in accordance with the provisions of the Water Conservation Program. A Water Shortage Response Level shall remain in full force and effect until otherwise determined or discontinued by resolution of the City Council.
- d. The City may declare a Water Shortage Emergency (Level 5) during any Water Shortage Response Level.
- e. During Water Shortage Response Levels Two (2) through Five (5), the water conservation and supply shortage response measures are mandatory, and violations are subject to administrative, civil, and criminal, penalties and remedies as specified in this resolution and by State law.

14.04.730 Water Shortage Response Level 1 – Water Shortage Watch Condition.

- a. A Water Shortage Response Level 1 condition is also referred to as a “Water Shortage Watch” condition. A Level 1 condition applies when the City Council requests all water users to voluntarily reduce their water use up to ten (10) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 1 by the adoption of a resolution, and the City Manager or designee shall implement the Level 1 conservation practices,
- b. During a Level 1 Water Shortage Watch condition, the City shall increase its public education and outreach efforts to enhance awareness of the need to implement the following water conservation practices:
 1. Do not use water to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas, except to alleviate immediate safety or sanitation hazards.
 2. Adjust sprinklers and irrigation systems to avoid overspray, runoff, and waste. Customers should also avoid watering on windy days.
 3. Irrigate all landscapes before dawn, if possible, but never between 8:00 a.m. and 8:00 p.m. Use a hand-held hose equipped with a positive shut-off nozzle or bucket to water landscaped areas that are not irrigated by a landscape irrigation system.
 4. Agricultural users are requested to reduce water usage and to consult with the local Resource Conservation District as needed or industry associations in their area for appropriate water conservation measures and to implement them as soon as possible.
 5. Residents are urged to design and install water-wise landscaping utilizing native and other drought-tolerant plant materials and minimize turf areas for permanent water conservation.
 6. Developers of commercial properties are urged to design and install water-wise landscaping utilizing native and other drought-tolerant plant materials and minimize turf areas for permanent water conservation, as required by City landscape ordinances.
 7. Install water-saving devices in indoor plumbing.

8. Check faucets, toilets, and pipes, both indoors and outdoors, for leaks and repair them immediately.

9. Use re-circulated water to operate decorative fountains, ponds, lakes or other similar aesthetic structures.

10. Wash motor vehicles, trailers, boats, and all other mobile equipment using a bucket or a hand-held hose with a positive shut-off nozzle, mobile high-pressure/low-volume wash system, or at a commercial site that re-circulates (reclaims) water onsite. Avoid washing during hot conditions when additional water is required due to evaporation.

11. Restaurants or other public places where food is served shall not serve drinking water to any customer unless requested by a customer.

12. Irrigation is prohibited during and for 48 hours after any measurable rainfall.

13. Operators of hotels and motels must provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.

14.04.740 Water Shortage Response Level 2 – Water Shortage Caution Condition.

a. A Water Shortage Response Level 2 condition is also referred to as a “Water Shortage Caution” condition. A Level 2 condition applies when the City Council mandates all water users to reduce their water use more than ten (10) percent and up to twenty (20) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 2 by the adoption of a resolution, and the City Manager or his/her designee shall implement the Level 2 conservation practices.

b. All persons using water provided from the City shall comply with Level 1 “Water Shortage Watch” water conservation practices during a Level 2 water shortage and shall also comply with the following additional conservation measures:

1. Whether irrigated with potable or non-potable water, limit all ornamental and turf irrigation to four (4) days per week for no more than ten (10) minutes per station per day. This provision does not apply to functional turf areas such as athletic fields at schools and parks.

2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation

systems, stream rotor sprinklers, and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to thirty (30) minutes per station on the days authorized for landscape irrigation.

3. Verification and repair of all leaks shall occur within seventy-two (72) hours of notification by the City unless other arrangements are approved by the City Manager or designee.

14.04.750 Water Shortage Response Level 3 – Water Shortage Alert Condition.

- a. A Water Shortage Response Level 3 condition is also referred to as a “Water Shortage Alert” condition. A Level 3 condition applies when the City Council mandates all water users to reduce their water use more than twenty (20) percent and up to thirty (30) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 3 by the adoption of a resolution, and the City Manager or designee shall implement the Level 3 conservation practices.
- b. All persons using water provided from the City shall comply with Level 1 “Water Shortage Watch” and Level 2 “Water Shortage Caution” conservation practices during a Level 3 “Water Shortage Alert” condition and shall also comply with the following additional mandatory conservation measures:
 1. Whether irrigated with potable or non-potable water, limit all ornamental and turf irrigation to three (3) days per week for no more than ten (10) minutes per station per day.
 2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation systems, stream rotor sprinklers, and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to twenty (20) minutes per station on the days authorized for landscape irrigation.
 3. The following irrigation schedule will be implemented and enforced: odd addresses (the last digit is an odd number) may irrigate on Monday, Wednesday and Friday. Even addresses (the last digit is an even number) may irrigate on Tuesday, Thursday and Saturday. There will be no authorized landscape irrigation on Sunday.
 4. An alternative three (3)-day schedule may be requested for irrigation of functional turf areas at schools and parks.

5. Vehicles may only be washed at commercial carwashes that recirculate water or by high-pressure/low-volume wash devices.

6. Potable water may not be used for construction purposes. Non-potable and/or recycled water must be utilized.

7. Verification and repair of all leaks shall occur within forty-eight (48) hours of notification by the City.

14.04.760 Water Shortage Response Level 4 – Water Shortage Critical Condition.

a. A Water Shortage Response Level 4 condition is also referred to as a “Water Shortage Critical” condition. A Level 4 condition applies when the City Council mandates all water users reduce their water use more than thirty (30) percent and up to forty (40) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 4 by the adoption of a resolution, and the City Manager or designee shall implement the Level 4 conservation practices identified in this ordinance.

b. All persons using water provided by the City shall comply with Level 1 “Water Shortage Watch,” Level 2 “Water Shortage Caution,” and Level 3 “Water Shortage Alert” conservation practices during a Level 4 “Water Shortage Critical” condition and shall also comply with the following additional mandatory conservation measures:

1. Whether irrigated with potable or non-potable water, limit all irrigation to two (2) days per week for no more than ten (10) minutes per station per day. Exemptions include:

a. Maintenance of existing landscaping necessary for fire protection as specified by the Fire Marshal of the local fire protection agency having jurisdiction over the property to be irrigated. If fire protection landscaping is not sustainable by irrigation two (2) days per week, irrigation may be increased to not more than three (3) days per week;

b. Maintenance of existing landscaping for erosion control may be irrigated up to three (3) days per week;

c. Watering of livestock and other animals;

d. Public works projects that support public health and safety; and

e. Actively irrigated environmental mitigation projects

2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation systems, stream rotor sprinklers and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to ten (10) minutes per station on the days authorized for landscape irrigation.

3. The following irrigation schedule will be implemented and enforced: odd addresses (the last digit is an odd number) may irrigate on Monday and Thursday. Even addresses (the last digit is an even number) may irrigate on Tuesday and Friday. There will be no authorized landscape irrigation on Wednesday, Saturday, and Sunday.

c. Upon the declaration of a Water Shortage Response Level 4 Water Shortage Critical condition, no new temporary construction meters shall be provided, no statements of immediate ability to serve or provide potable water service such as letters ("Will Serve") of water availability shall be issued. No new potable water services or meters shall be provided, except under the following circumstances:

1. A valid, unexpired building permit has been issued for a portion of a project for which construction is in progress.

2. The project is necessary to protect the public's health, safety, and welfare as determined by the City Council; or

3. The applicant provides substantial evidence to the satisfaction of the City of an enforceable commitment that water demands for the project will be offset by one hundred twenty-five (125%) percent prior to the provision of a new water meter(s). This provision shall not be construed to preclude the resetting or turn-on of meters to provide continuation of water service or to restore service that has been interrupted for a period of one year or less.

d. Upon the declaration of a Water Shortage Response Level 4 condition, the City will suspend consideration of annexations to its service area, unless the annexation increases the water supply available to the City by more than the anticipated demands of the property to be annexed

e. To increase conservation, the City may establish a water allocation for property served. The following method will be utilized which accounts for general public health and safety.

1. Residential and Multi-family Customers

- a. The City Council will determine the Water Allocation Target percentage for residential accounts in the resolution adopting a Level 4 “Water Shortage Response.”
- b. This calculation will not apply to any residential account that uses less than ten (10) units in the billing period to ensure water is provided for public health and safety. A residential Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- c. If the residential account uses more water than the Water Allocation Target amount, a penalty will be applied as noted in Article 9.

2. Commercial Customers

- a. The City Council will determine the Water Allocation Target percentage for Commercial accounts in the resolution adopting a Level 4 “Water Shortage Response.”
- b. A Commercial Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- c. If the Commercial account uses more water than the Water Allocation Target amount, said commercial account shall be subject to the penalties set forth herein.
- d. Dedicated irrigation accounts must reduce their usage by a minimum of fifty percent (50%). The amount may be adjusted by a resolution of the Board of Directors as deemed necessary to meet water supply demands.
- e. An application may be made to the City Council for a variance from the Water Allocation Target.

14.04.770 Water Shortage Response Level 5 – Water Shortage Emergency Condition.

- a. A Water Shortage Response Level 5 condition is also referred to as a “Water Shortage Emergency” condition. A Level 5 condition applies when the City Council declares a water shortage emergency pursuant to California Water Code section 350, et seq. or due to other increasing reductions in the City’s water

supplies resulting in a shortage of more than forty (40) percent. Customers are required to reduce their water consumption more than forty (40) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare a Water Shortage Emergency in the manner and on the grounds provided in California Water Code section 350, et seq. The City Council shall declare the existence of a Water Shortage Response Level 5 by the adoption of a resolution, and the City Manager or designee shall implement the Level 5 conservation practices.

- b. All persons using water provided from the City shall comply with conservation measures required during Level 1 “Water Shortage Watch,” Level 2 “Water Shortage Caution,” Level 3 “Water Shortage Alert,” and Level 4 “Water Shortage Critical” conditions and shall also comply with the following additional mandatory conservation measures:
- c. To increase conservation, the City may establish a water allocation for the property served. The following method will be utilized which accounts for general public health and safety.

1. Residential and Multi-family Customers

- a. The City Council will determine the Water Allocation Target percentage for residential accounts in the resolution adopting a Level 5 “Water Shortage Response.”
- b. This calculation will not apply to any residential accounts that use less than ten (10) units in the billing period to ensure water is provided for public health and safety.
- c. A residential Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- d. If the residential account uses more water than the Water Allocation Target amount, said residential accounts shall be subject to the penalties set forth herein.

2. Commercial Customers

- a. The City Council will determine the Water Allocation Target percentage for Commercial accounts in the resolution adopting a Level 5 “Water Shortage Response.”

- b. A Commercial Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- c. If the Commercial account uses more water than the Water Allocation Target amount, said commercial account shall be subject to the penalties set forth herein.
- d. Dedicated irrigation accounts must reduce their usage by fifty percent (50%). The amount may be adjusted by a resolution of the City Council as deemed necessary to meet water supply demands.
- e. An application may be made to the City Council for a variance from the Water Allocation Target.

14.04.780 Procedures for Determination and Notification of Water Shortage Response Level.

- a. City Manager shall monitor water shortage conditions and regulations, as well as evaluate the supply and demand for water by its customers, and shall recommend the Water Shortage Response Level to be declared by the members of the City Council by Resolution.
- b. Upon declaration by the City Council of the existence of a Water Shortage Response Level 1 "Watch" condition the City shall post notice of the condition on its website.
- c. Upon declaration by the City Council of the existence of Water Shortage Response Level 2 "Water Shortage Caution," Level 3 "Water Shortage Alert," Level 4 "Water Shortage Critical", or Level 5 "Water Shortage Emergency", the mandatory conservation measures applicable to Water Shortage Response Levels 2, 3, 4, or 5 conditions shall take effect on the tenth (10) day after the date the response level is declared or as required by State law. If the City establishes a water allocation in response to a Water Shortage Response Level 2, 3, 4, or 5 condition, it shall provide notice of the allocation by including it in the regular billing statement for the fee or charge or by any other mailing to the address to which the City customarily mails the billing statement for fees or charges for ongoing water service. The City shall also post notice on the City's website. Water allocation shall be effective on the fifth (5) day following the date of mailing or at such later date as specified in the notice.

- d. The City Council may declare an end to a Water Shortage Response Level by the adoption of a Resolution at any regular or special meeting.

14.04.790 Violations and Penalties.

- a. Any person, who uses, causes to be used, or permits the use of water in violation of Sections 14.04.700 through 14.04.760 is guilty of an offense punishable as provided herein.
- b. The City will make a reasonable effort to assist customers with compliance. Reasonable efforts include, but are not limited to, personal contact, door hanger, letter, email and via telephone whenever possible to notify customers of any violation.
- c. Each day that a violation of this ordinance occurs is a separate offense.
- d. Civil penalties shall be imposed for each violation including both water use restrictions specifically cited in this Program in Water Shortage Levels 2-5 and Water Allocation Target violations as listed in Water Shortage Levels 4-5 as follows:
 - 1. Twenty five dollars (\$25.00) for a first violation. Water usage between 1-20 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a first violation.
 - 2. Fifty dollars (\$50.00) for a second violation of any provision of this resolution within one year of the date of the first violation. Water usage between 21-50 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a second violation.
 - 3. One hundred dollars (\$100.00) for a third violation of this resolution within one year of the date of the first violation. Water usage between 51-100 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a third violation.
 - 4. Two hundred dollars (\$200.00) for a fourth violation of this resolution within one year of the first violation. Water usage between 101-300 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a fourth violation.
 - 5. Five hundred dollars (\$500.00) for a fifth violation of this resolution within one year of the first violation. Water usage over 300 units in excess

of the Water Allocation Target during a single billing cycle shall also constitute an additional violation, in excess of four.

6. When a civil penalty is to be imposed, the customer will be given written notice of the penalty to be imposed. Within seven (7) days after delivery of such notice, the customer may submit a written request to the City requesting a hearing by the City Manager or designee and an opportunity to present evidence that a violation has not occurred. Within seven (7) business days after the hearing, the City Manager or designee shall render a decision in writing to the customer that requested the hearing. Upon receipt of the written decision, the customer shall have seven (7) days to appeal the decision to the City Council. The City Council shall then schedule the matter for consideration at a regular or special meeting of the City Council and render its decision, which shall be a final decision.

- e. Violation is further subject to enforcement through the installation of a flow-restricting device at the meter.
- f. In addition to the above civil penalties, each violation of this code is subject to Chapter 1.04 of the Municipal code.
- g. Willful violations of the mandatory conservation measures and water-use restrictions applicable during a Level 5 Water Shortage Emergency condition may be enforced by discontinuing service to the property at which the violation occurs.

PASSED AND ADOPTED by the City Council at a regular meeting held on June 3, 2015.

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, City Clerk
City of Norco, California

Urgency Ordinance No. 991

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June 3, 2015

I, Cheryl L. Link, City Clerk of the City of Norco, do hereby certify that the foregoing urgency Ordinance was introduced and adopted, and is effective immediately (pursuant to Government Code Sections 36934 and 36937), by the City Council of the City of Norco, California at a regular meeting thereof held on June 3, 2015 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on June 3, 2015.

Cheryl L. Link, City Clerk
City of Norco, California

RESOLUTION NO. 2015-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA TO ADOPT WATER CONSERVATION SHORTAGE ALERT CONDITION RESPONSE LEVEL 3 TO COMPLY WITH THE STATE WATER RESOURCES CONTROL BOARD EMERGENCY WATER CONSERVATION REGULATION, RESTRICTING CERTAIN WATER USES, IN NORCO CALIFORNIA

WHEREAS, the City of Norco (“City”) owns and operates a public water system, serves more than 3,000 customers, is considered an “urban water supplier” as defined in Water Code section 10617, and is subject to the Urban Water Management Planning Act; and

WHEREAS, On April 25, 2014, Governor Edmund G. Brown Jr. issued an executive order to strengthen the state’s ability to manage water and habitat effectively in drought conditions. The Governor’s Proclamation No. 1-17- 2014, declared a State of Emergency existed in California due to severe drought conditions; and

WHEREAS, On July 15, 2014 public meeting, the State Water Resources Control Board (SWRCB), in accordance with applicable State laws and regulations adopted an Emergency Regulation for Statewide Urban Water Conservation; and

WHEREAS, in response to the emergency regulations adopted by the SWRCB on August 11, 2014, the City Council at their September 17, 2014 meeting approved Resolution 2014-59 to implement the regulations adopted by the SWRCB; and

WHEREAS, on May 5, 2015, the SWRCB formally adopted additional emergency regulations for urban water suppliers due to continuing water shortage conditions; and

WHEREAS, the City of Norco has adopted Section 14.04.700 of the Municipal Code; and

WHEREAS, pursuant to Section 14.04.780, water use restrictions will be approved by resolution of the City Council in the event of a critical water availability situation; and

NOW THEREFORE, BE IT RESOLVED the City of Norco City Council adopt a resolution to implement water conservation measures as described in the City of Norco Municipal Code Section 14.04750 for Water Shortage Response Level 3 – Water Shortage Alert Condition, and shall provide notice to water service customers as described in Norco Municipal Code Section 14.04.780.

PASSED AND ADOPTED by the City Council at a regular meeting held on June 3, 2015

Herb Higgins, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, City Clerk
City of Norco, California

I, Cheryl L. Link, City Clerk of the City of Norco, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California at a regular meeting thereof held on June 3, 2015 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on June 3, 2015.

Cheryl L. Link, City Clerk
City of Norco, California