



City Hall Weekly Highlights

June 25, 2015

To: Honorable Mayor and City Council Members

From: City Departments

ECONOMIC DEVELOPMENT:

Sixth Street Gateway Sign: At its meeting of June 23, the Economic Development Advisory Council (EDAC) approved a policies and procedures manual for the Sixth Street sign. This document, which establishes advertising rates and regulations, will be forwarded to the City Council in July for review and adoption. The sign is anticipated to be completed by September 2015.

Housing: To date, 60 Norco households headed by seniors or disabled individuals are now enrolled in the City's Utility Bill Assistance Program. In addition, 7 applications for home repair grants and loans are under review, and 1 applicant has met the eligibility requirements for the First-Time Homebuyer Program. For additional information on any of the City's housing programs, residents should call (909) 261-2770 or drop by City Hall for an application.

FISCAL AND SUPPORT SERVICES:

Bill Processing: Staff mailed out 1,962 utility bills to Group 3 customers. Staff mailed out 288 delinquent notices to Group 2 utility customers that had not paid their bill on time. On Tuesday, a courtesy door tag was hung at the door of customers that were delinquent in Group 4 by Public Works notifying 69 customers that if they did not pay on Tuesday, their water services would be shut off on Wednesday. By Wednesday, 5 customer's water was shut off for nonpayment; 5 customer's water services were restored the same day and 1 customer's water remained shut off.

Business License and Cash Receipts: Business license renewal applications were sent out last week to all active businesses and we received 229 renewal applications and 18 new business license applications during the week. Staff processed a combined total of 1,330 cash receipts from the building counter, Parks and Recreation, utility customers and other miscellaneous accounts receivables totaling \$388,623.

Miscellaneous Accounts Receivable: A total of 15 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$91,235. Miscellaneous accounts receivable invoices are sent to bill for EMS services, hydrant meter billing, damage to City property, encroachment permits, loan payments, trash billing to California Rehabilitation Center and any other services provided by the City other than utility billing and business licenses.

HUMAN RESOURCES:

Public Works Trainee Applicant Field Test: the testing was held at the Public Works Yard on Tuesday, June 23, 2015. There were four stations and a total of fourteen applicants that were invited to participate.



PARKS, RECREATION AND COMMUNITY SERVICES:

Special Olympics United States Equestration Team: Staff met with Councilwomen Azevedo, Donna Hyde and representatives of Therapeutic Riding No Drama Ranch (NDR) regarding the World Cup/Special Olympics beginning July 25, 2015. The meeting was a follow-up from the presentation by NDR at the June 17, City Council meeting. The discussion was related to a Norco Horsetown USA welcome to the 10 Special Olympic Athletes representing the United States Equestration team who will be participating in the World Games from July 25 to August 2 at the Los Angeles Coliseum and Los Angeles Equestrian Center. The athletes will be staying at the University of California-Riverside (UCR) and traveling to Norco to practice at the NDR ranch from July 22 through July 24. Staff and the NDR representatives and Councilwomen Azevedo are working on a welcome itinerary for the athletes 10 athletes who will be here training in Horsetown USA.

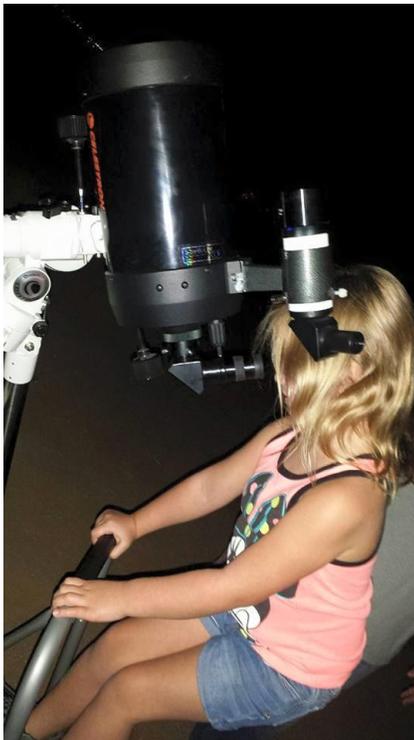
Inland Empire Lacrosse League: Staff met with representatives of Inland Empire Lacrosse League to discuss launching an introductory program for youth in the community. The goal is to promote the sport and use this program as a feeder program into a higher level division such as high school competition. More details will be provided upon receipt of a formal proposal.

Meals on Wheels: Staff met with Mike Ryan to discuss a food program for people who need supplementary lunches due to being homebound. The program is Meals on Wheels and is not associated with the Riverside County Office on Aging nutrition program. Staff will be receiving program information from Mike to help promote the program which will benefit those residents in need that may not be getting serviced by other programs.

Workforce Opportunities: Staff submitted a Workforce Connection Letter of Agreement along with Volunteer Profile sheets to the Riverside County Department of Social Services (DPSS) WEX Program. This agreement will provide workforce opportunities for benefit recipients of the County to perform job functions for the City at no cost to the city's General Fund. As needs arise, staff will request qualified individuals for an interview and place them properly within the City. Staff is looking at a successful partnership with the County on this program.

Concerts in the Park: Last Friday nights Norco Rocks! Concert in the Park featuring Krazy Kirk and the Hillbillies was a success and well attended! Next concert is Friday, July 3, 2015 featuring Silverado's from 6:30p.m.-8p.m. Come hungry...the Norco Lions Club will have delicious food and cold refreshments for sale! Don't forget your chairs, blanket and friends for another fun night in the park!

Astronomy Nights in Norco: The event took place on Tuesday, June 23, 2015 at the Corydon Staging Area from 8:30p.m.-10p.m. This event, through the Riverside Astronomical Society, was free to the public and provided individuals a fun night of star gazing and facts about the wonders of the night sky. Approximately 100 people were in attendance.





4th of July Event: Staff is finalizing plans for this year's 4th of July Equestrian Trail Ride and Picnic in the Park! Be sure to join us for some friendly family fun!

Start your day off right with a Patriotic Scenic Trail Ride at 10 a.m. This equestrian trail ride will be staged out of George Ingalls Equestrian Event Center parking lot 2 at the corner of Crestview and Sixth Street. Dress red, white and blue! Prizes for most patriotic horse and rider! Helmets required for riders under the age of 18. There will be a shallow river crossing.

Following will be a family picnic at Pikes Peak Park directly across from Ingalls from 12-3pm and will feature music, kid's crafts, old fashioned picnic games, cake walks, horseshoe tournaments and more! Prizes will be awarded! The Norco Lions

Club will have BBQ and refreshments available for purchase or bring your own picnic favorites! Don't forget your chairs and blankets! No alcohol is allowed. Ice chests are subject to search. Event is proudly sponsored by AYSO Region 37 and Cal-Smog. For more information, please visit www.ci.norco.ca.us or call 951.270.5632.

Youth Services: Wee People Playschool started its summer session on June 22, 2015. Summer Kidz Camp is celebrating Outrageous Olympics this week with fun arts and crafts, games, and competitions! A field trip to Game Works was a favorite! Average number of campers per week is 25.

Senior and Special Needs Services: HICAP Medicare Counseling was available by appointment only on Tuesday, June 23, 2015 from 1p.m.–4p.m. Seniors took a free trip to Balboa Beach Shopping & Dining on Wednesday, June 24, 2015. Inland Counties Legal Services was available by appointment only on Thursday, June 25, 2015 from 9a.m.–12p.m. Party Partners will enjoy "A Night in Paris" with music, dancing and crafts on Friday, June 26 beginning at 6:00 p.m.

George Ingalls Equestrian Event Center:

- George A. Ingalls Veteran's Memorial Plaza Open 10 a.m.-Dusk. Entrance is located through Gate 5 off of Crestview just south of Sixth Street.
- Open Recreational riding was held June 22nd – 24th from 10 a.m. to 3 p.m. in Clark arena and is scheduled for June 29th – 30th.
- Community Barrel Racing was held June 18th and is scheduled for June 25th at Moreno Arena.
- Norco Ranglers Gymkhana Horseshow is scheduled Saturday, June 27th at Moreno Arena.
- A private event is scheduled at Nellie Weaver Hall Saturday, June 27th.
- A Celebration of Life is scheduled at Nellie Weaver Hall Sunday, June 28th.
- Day of the Cowboy practices continue at Moreno arena on Monday, June 29th from 6 p.m. to 9 p.m.

Parks and Maintenance

- Park inspections were completed.
- Staff flushed the sewer line at Pikes Peak Park again this week as part of our regular maintenance.
- Staff continued the weed abatement around the Ingalls Equestrian Center. This is done almost every weekend. Staff also repaired a water line and a bad faucet along the South “V” Ditch as well.
- Soil samples were taken this week for cell towers that will be getting installed at three locations within the City.

Landscape Maintenance Districts

- Staff met with the residents of one of the homes in District 2 this week to help them understand the Prop 218 process and assessments. The meeting lasted about 1.5 hours.
- There was a water line break at the golf course last weekend on Sunday night. The runoff eroded some trail below the water towers along Andalusian. By Monday morning the broken line had been repaired and by Monday afternoon the ruts and the trail had been repaired as well.
- There was a car accident on Hamner at Market Street that destroyed the pine tree that was hit. The tree was removed over the weekend by Valley Crest.
- Valley Crest has completed the renovation of the Shearer Soccer Fields. Now, the sports fields must be watered 3 times a day, 6 days a week, so the new seed doesn't burn and dry up. The start times will be at 5:00 AM, 1:00 PM, and again at 8:00 PM. Each of the run times are 15 minutes per station, with a total run time of 3.75 hours for each of the start times. Hopefully this will keep the ground wet enough to make this renovation work.



PLANNING DEPARTMENT:

Conditional Use Permit: An application for a new accessory building was submitted. It is not known when this item will be scheduled with the Planning Commission.

C-4 Zone Update: A community meeting was held at City Hall on June 16, 2015 for property owners and businesses on Sixth Street to discuss with staff the first phase of amendments to the C-4 Zone, which is updating the list of permitted uses. The public hearing for the first phase of amendments to the C-4 Zone is scheduled before the Planning Commission for July 8, 2014

Code Compliance Updates:

2015 Total code cases:	161
Open cases:	74
New cases:	8
Citations issued:	4
Closed cases:	3
Yard sale signs removed:	18

Norco Quality of Life Group: Attended the Norco Quality of Life Group meeting to discuss current cases.

Flood Control: Staff is working with the Riverside County Flood Control Department regarding a manure case that may possibly affect a channel on Second Street.

PUBLIC WORKS DEPARTMENT:

Field Ops:

- Water meter leaks: 4
- Service leaks: 3862 Hillside Avenue – leak on unused 2” service to empty field, abandoned service line
- Main leaks: Thursday, June 18th at approximately 7:30 PM standby staff received notice of a leak in the street at 2903 Temescal. Upon arrival it was apparent to the responding staff member that local conditions and the severity of the leak necessitated the dispatch of an after-hours repair crew. The after-hours crew was able to vacuum excavate the area around the leaking mainline and repair the 6” steel main. On Friday, June 19th an after-hours standby crew was called in to address a mainline water leak at 2656 Corydon Avenue. Using the vactor trailer, staff was able to vacuum excavate the area and repair the leaking 10” steel mainline.

Hydrant Repairs/Maintenance:

- Valves exercised: 4
- Hydrants flushed: 5

Graffiti/Debris Sites:

- Sheriff’s labor workers cleared broken and/or low hanging tree branches at the following locations: 3563 Valley View, 3464 California, and 3321 Bronco Lane. Parkway weeds were cleared at 1525 and 1701 Hamner Avenue

Sewer collection system and lift station maintenance/repair: staff rebuilt one of the pneumatic pumps necessary for supplying air pressure to the level control system at the Shawnee sewage pumping station. The pump was rebuilt by in-house staff and returned to service.

Summer Limb Drop: because of the hot weather we are experiencing an increase in large tree limbs breaking off. This is a typical seasonal occurrence known as “summer limb drop” or “sudden branch failure”. This is a natural seasonal occurrence in the Southwest United States, Australia and South Africa but can happen anywhere there is a sudden heat wave or a pattern of exceedingly hot daytime temperatures accompanied by a rapid night time temperature decline. There is typically no outward sign of a branch that will suffer the effects of summer limb drop.

Building and Safety:

- 15 Permits Submitted
- 15 Permits Issued
- 45 Inspections Performed
- 1 Stop Work Notice Issued

Vine Street and Sagetree Lane Water Project: The water main and water services on Sagetree Lane have all been replaced as part of the Vine Street mainline replacement project. The failing mainline that has served Sagetree Lane since 1973 has now been isolated. All houses on Sagetree Lane are now being served by the newly installed concrete mortar lined and coated steel mainline, copper water services and wet barrel fire hydrants with automatic 'shear' valves. The contractor for this project has been asked to replace the failing line on Corydon that joins this new waterline at Vine Street. A proposal for the additional work has been submitted and will be presented to council on July 8.

Third Street Improvement Project: Demolition of existing improvements is on-going.

South Norco Channel Stage 6, Norco MDP Line S-5 Stage 1: Staff hosted a meeting on June 18 to facilitate discussions between Riverside County Flood Control and Water Conservation District (RCFC) and the residents on Hillside Lane. RCFC requires an easement from the Hillside Lane residents in order to construct the propose Master Drainage Plan project. Six of the nine homeowners attended the meeting in addition to Mayor Pro-Tem Kevin Bash. RCFC presented exhibits of proposed construction, with construction schedule. Residents will be the benefit from the project by having runoff picked up at Hillside Avenue and along Hillside Lane; Hillside Lane will be repaved and residents will be compensated for their inconvenience. All residents on Hillside Lane must agree to granting an easement to RCFC or that portion of the project will not be constructed.

FY 2014-15 Pavement Management System, Phase II, Norco Drive Improvements: Advertised for bid on June 25. Bid opening date of July 22, 2015. Project involves the reconstruction/rehabilitation of Norco Drive from Rocky View Drive to Fifth Street. Engineer's Estimate is \$691,000.

NORCO SHERIFF'S DEPARTMENT:

Riverside County Sheriff's Deputies Arrest Norco Theft Suspects in Wildomar: On 06/16/15, at approximately 1930 hours, Deputies from the Wildomar Police Dept. were dispatched to a hit and run traffic collision in the 33000 Block of the Farm Rd., in the City of Wildomar. Deputies located the driver, Sarah Pettigrew and the passenger, Preston Williams in the area and subsequently arrested them for leaving the scene of an accident. Additionally, deputies learned Pettigrew was on Felony Probation with outstanding warrants for her arrest and Williams was on Parole.

Deputies noticed the license plate on the vehicle driven by Pettigrew was stolen and an additional stolen license plate from another vehicle was located inside of the vehicle. They also discovered the vehicle she was driving was stolen and had numerous forms of identification inside which indicated the possibility the subjects were involved in identity theft. Deputies conducted a Parole search at

William's residence and located numerous additional items associated with identity theft, including stolen mail.

The Lake Elsinore Station Detective Bureau was assigned to follow up with the investigation. Investigators and Deputies located numerous reported and unreported thefts throughout Riverside, San Bernardino, and San Diego Counties from the stolen identifications.

Investigators also learned these same two perpetrators were wanted for theft related crimes in the City of Norco at businesses, such as, LA Fitness, Target, Circle K and a Shell Gas Station. Sheriff's Investigators from the Lake Elsinore Station are currently working closely with Norco Sheriff Investigators to determine if there are additional crimes these two are responsible for.

In other cases, victims were employees of different retail stores who reported their car keys had been stolen from unsecured employee lunch rooms within those stores. The victims discovered their car keys missing and their vehicles had either been burglarized or stolen. The victims then reported the incidents to the respective police agencies. Surveillance video within the stores confirmed these were the two perpetrators who committed those thefts.

Detectives followed up with the various agencies and notified them of the arrests of Pettigrew and Williams. Additional charges will be filed on Pettigrew and Williams through several different agencies, along with the applicable charges in Riverside County.

This investigation is ongoing. Anyone with information pertaining to these incidents is encouraged to contact Dep. June Cox at the Lake Elsinore Station at 951-245-3300 or 951-776-1099.



Preston Williams



Sarah Pettigrew

Another friendly reminder from the Norco Sheriff's Office to have a safe and sane 4th of July Holiday! All Fireworks are Illegal in the City of Norco. Callers can report fireworks by calling (951) 776-1099. Callers are encouraged to provide as much information pertaining to the fireworks location as possible. Clear information helps our deputies locate the problem areas. ALL fireworks, including sparklers, are illegal in Riverside County. All fireworks are illegal because they cause serious injuries and very often, cause fires. Riverside County has very diverse terrain. The vegetation is very dry where fireworks can easily start a brush fire. Individuals who cause fires by using illegal fireworks will be held responsible for all suppression costs. These costs can run into the millions of dollars. [Read more at the State Fire Marshal website.](#)

The Sheriff's Department Fireworks Form will be available between July 1 and July 6, 2015.

Please use the links below to contact your local law enforcement agency.

The Riverside County Sheriff's Department will only respond to reports within its jurisdiction.



West	Central	East (Coachella Valley)	East (Blythe)
951-776-1099	951-776-1099	760-836-3215	760-921-7900
Moreno Valley			
951-247-8700			
Temecula			
951-696-4357			

All 9-1-1 and non-emergency numbers support TTY communications.

Mail Theft in Norco: The Norco Sheriff's Office continues to investigate mail thefts occurring in Norco. Other nearby cities and communities are also experiencing mail theft. The Sheriff's Office identified key points citizens can take to reduce the risk of becoming mail theft victims. This crime prevention information has been incorporated into a brochure for public distribution and should be available on the City Website. Citizens can also stop by the Norco Sheriff's Office, Monday through Thursday, 10:00 am through 2:00 pm, to pick up a brochure, or call (951) 270-5673 for additional information.

Report Suspicious Activity
 Call Sheriff's Dispatch if you observe any suspicious activity in your neighborhood, including:

- Someone going from mailbox to mailbox.
- Loitering in your neighborhood.
- Sounds of breaking glass or loud, unusual noises.
- Suspicious vehicles in your neighborhood.
- People sitting in a car or looking in windows or over fences.
- Door to door solicitors who appear suspicious.
- Mail littered on the ground.



Report suspicious activity to
 Riverside County Sheriff's Dispatch

(951) 776-1099

Report Mail Theft

US Postal Inspectors and the Riverside County Sheriff's Department, Jurupa Valley Station investigate mail theft and mailbox vandalism or tampering. If you believe you are a victim of one of these crimes, call:

Sheriff's Dispatch (951) 776-1099
 U.S. Postal Inspectors (800) ASK USPS
 (800-275-8777)

www.postalinspectors.usps.gov

US POST OFFICE LOCATIONS:
www.usps.com

5757 Tilton Avenue Riverside, CA	(951) 778-2742
9085 Mission Boulevard Riverside, CA	(800) 275-8777
10798 Jurupa Road Jurupa Valley, CA	(951) 685-1071
1801 Town and Country Drive Norco, CA	(951) 808-4679
1941 California Avenue Corona, CA	(951) 340-3783
414 W. Grand Boulevard Corona, CA	(951) 737-3120

Riverside County Sheriff's Department
Jurupa Valley Station
 serving the cities of
 Eastvale, Jurupa Valley, Norco

MAIL THEFT



Our Community ...
Our Commitment



Jurupa Valley Station
 7477 Mission Boulevard
 Jurupa Valley, CA 92509
 Phone: 951-833-2600

What is Mail Theft?

- The destroying of, tampering with or taking of another person's mail for the purpose of obstruction or learning secrets, business or personal information.
- The unauthorized removal of mail from any approved mail receptacle (outgoing mail or delivered mail).



How is mail stolen?

- From a private mailbox or a shared communal mailbox found in apartment complexes or homes.
- Directly from a postal vehicle or the post office itself.
- By anyone: other residents using shared mailboxes, neighbors or strangers who pass by and notice vulnerable mail.

How is Stolen Mail Used?

Thieves steal mail to access credit cards, Social Security numbers, bank statements, checks and other personal information. Mail theft is punishable under federal law by fines and prison sentences.

How can I protect myself from Mail Theft?

Outgoing Mail

- Use the letter slots at your local post office to mail letters or give them to your local letter carrier.
- Pick up your mail promptly after delivery. **DO NOT LEAVE IT IN YOUR MAILBOX OVERNIGHT.**
- Do not send cash in the mail.
- Ask your bank for "secure checks" that cannot be altered.

Vacations

- Put a "hold" on your mail when on vacation or out of town. (<https://holdmail.usps.com/durs/HoldMail.asp>)
- Ask a neighbor to collect your mail.

Limit Access

- Purchase a lockable mailbox or convert your current one to a lockable type (prior to making changes, check with your local postmaster and homeowner's association).
- Shred discarded mail.
- Have checks deposited electronically into your account via direct deposit.

How Does Mail Theft Lead to Identity Theft?

Thieves may use stolen mail to take over a victim's identity by gaining access to:

- Credit card offers and numbers
- Social Security numbers
- Banking or investment account numbers
- Gift cards

If you believe you know someone committing mail theft and are concerned about your safety, contact

WeTip
(800) 782-7463



NORCO FIRE DEPARTMENT (CAL FIRE):

Training Session: On Saturday June 20, 2015 Reserve Volunteer Fire Fighters conducted training utilizing the training tower at City of Norco Fire Station 47. This training consisted of ladder drills and hose drills among other essential fire fighter skills. Reserve Volunteer Fire Fighters are an important resource to the City of Norco and this training was conducted to enhance their skills to better assist the residents of Norco during an emergency.



Response Activity

Incidents Reported for Date between 6/18/2015 and 6/24/2015 and Norco City



False Alarm	1	2.3%
Medical	36	81.8%
Public Service Assist	1	2.3%
Res Fire	1	2.3%
Traffic Collision	5	11.4%
Total:	44	100.0%

False Alarm	1
Medical	36
Public Service Assist	1
Res Fire	1
Traffic Collision	5
Incident Total:	44

Riverside County Fire - Norco

Weekly Activity Report

6/18/2015-6/24/2015

	CITY
Activity Totals	Norco
Plan Reviews	TOTAL NORCO
All Plan Reviews	3
INSPECTIONS	Norco
Annuals	21
New Construction	
Re-inspection (annual's)	5
Title 19 Inspections	1
Business License Review	
C of O's	1
Weed Abatement	
TOTAL	
MEETINGS & OTHER	Norco
Meeting	4
Training	
Special Inspections/Events	

SUMMARY- Weekly Prevention Activity Report- Graph Summary

