



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

**Tuesday, March 3, 2015
City Hall Conference Rooms A & B
2870 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 6:32 p.m.

ROLL CALL: **Present:** Chair Jodie Webber, Vice Chair Corinne Holder, Committee Members Cathey Burtt, Linda Dixon, Patricia Hedges, Herb Higgins, John Padilla, Bill Schwab
Absent: Committee Member Kevin Bash
Staff Present: City Manager Andy Okoro, Deputy City Manager/Director of Parks, Recreation and Community Services Brian Petree, Director of Public Works Lori Askew, City Clerk Cheryl Link

PLEDGE OF ALLEGIANCE: Committee Member Linda Dixon

BUSINESS ITEM:

1. Approval of January 12, 2015 Meeting Minutes (City Clerk)

M/S SCHWAB/HEDGES to approve the January 12, 2015 regular meeting minutes as presented. The motion was carried by the following roll call vote:

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

DISCUSSION ITEM:

1. Review and Approval of the Draft Report of Infrastructure Needs and Funding Options with Recommendations to the City Council. (City Manager)

City Manager Okoro noted that the draft report was prepared based on the preliminary guidelines provided by Chair Webber and Vice Chair Holder, and approved by the Committee. Staff's role is to facilitate work with Committee; however, the report is from the Committee. Mr. Okoro asked that the Committee direct staff to make any necessary adjustments to the report. He also noted that the final report will contain a table of contents and attachments.

Chair Webber called for a recess at 6:38 p.m. to allow the public time to review the draft report.

Chair Webber reconvened the meeting at 6:52 p.m.

Chair Webber made some suggestions for additions/changes to the draft report. On the top of page 10, she requested adding a Summary of Needs heading before the Infrastructure Funding Options heading to include the summary of needs by infrastructure category with the 3% cost of living adjustment as presented to the Committee on January 12, 2015.

Chair Webber suggested that although it was outside of the Committee's charge, the Committee considered a public outreach plan as education was an important topic for Committee members and the public. Chair Webber suggested adding a paragraph to the Conclusion of the draft report about the possibility of a public outreach plan to further educate the public about the infrastructure needs and funding options.

Ted Hoffman commented that the draft report was a good summary but the Committee is not making a single recommendation and allowing the City Council to decide which option(s) to choose. As the budget process is nearing, Mr. Hoffman indicated that this is an appropriate time for the City Council to review the final report from the Committee. Mr. Hoffman stated that education is foremost and that some City projects need completion before the City Council should consider asking residents for more money in the form of taxes.

Bonnie Slager inquired about city vehicles not mentioned in the report. In response, City Manager Okoro indicated that city vehicles are addressed during the annual budget process. The City collects "rent" for every city vehicle. The rent is paid by departments and is placed in an equipment replacement fund and is where vehicles are paid from. Ms. Slager also commented on parcel tax and utility user tax in reference to many illegal multiple residences that are not paying their fair share.

Lance Gregory commented on lower fuel prices and fluctuations in sales tax and asked if the City has made accommodations for those fluctuations. In response, City Manager Okoro indicated that sales tax is an educated guessing game based on historical information and trends. Staff recently went through the mid-year budget process and at this time the numbers are not being revised downwards.

M/S HOLDER/BURTT to present the Ad-Hoc final report, with the changes/additions noted, to the City Council on March 18, 2015.

Under discussion:

Committee Member Schwab commented that the Committee's recommendations in the report are inadequate. The suggestion of LMDs receiving credit for trail maintenance should a tax pass is not clear in the report. Also not mentioned regarding public education are discussions about conducting town hall meetings and the possibility of hiring a marketing firm. Committee Member Schwab indicated that the Committee has not come up with solutions. He added that the Committee should come up with a funding source for a specific purpose so that it is directed specifically to infrastructure and not the General Fund. Mr. Schwab mentioned that the report could have been written by staff and presented to the City Council without the Ad-Hoc Committee.

Committee Member Dixon thought that the Committee would be meeting over a 12 to 18-month period. Ms. Dixon also commented that she thought the process would allow the Committee to discuss and consider suggestions as budgets filtered through. She noted that at meetings she voiced concerns on many areas including spending and solutions as well as questions to be addressed about the budget. Committee Member Dixon stated that the report is good and that the information given to the Committee at every meeting has been informative. The Committee has learned a great deal about budgets, trails, streets, and more. However, the Committee's concerns are not listed in the report. She noted that the end result is not what the Committee was charged to do and the task should have stayed with the City Council. Ms. Dixon expressed her concern about not being able to embrace the report.

Committee Member Hedges said that some good things came out of the Committee such as the trail matrix as well as the alternative vinyl trail fencing. Ms. Hedges said that the Committee has not made an impact and concurred that the information could have been presented to the City Council without the Committee. The comments and suggestions made by the Budget Subcommittee were not looked into further by the Committee. Committee Member Hedges was under the impression that the Committee would be getting into the nuts and bolts of costs.

In response to Committee Member Padilla, City Manager Okoro stated that he was not aware of a proposed vehicle tax but stated that the monies collected would likely go into the State's general fund.

Committee Member Burt agreed with previous comments and thought the Committee would be looking into different aspects. Ms. Burt commented that the Council may review the report and send it back to the Committee for revisions or request additional information.

Chair Webber concurred that there is the possibility of the City Council requesting revisions. Chair Webber noted that there is a lot that has come out of this Committee and there have been conversations about whether or not the Committee needed to come up with recommendations. Ms. Webber indicated that what was concluded is that if it came down to a revenue source, it would have to eventually be decided by the people, which is outside of this Committee's authority. In the final report from the Committee, the City Council is being advised of the options.

Chair Webber stated there is a motion on floor to approve.

The motion was carried by the following roll call vote:

Ayes: Burt, Higgins, Holder, Webber

Noes: Dixon, Hedges, Schwab

Absent: Bash

Abstain: Padilla

Committee Member Higgins commented that the Council will look at what the Committee has prepared. The Council may direct the Commissions to review or consider portions of the report. An example may be having the Parks and Recreation Commission discuss the possibility of park closures. The Council may ask the Ad-Hoc Committee for clarification on

certain items.

COMMITTEE AND STAFF COMMENTS

City Manager Okoro indicated that many topics discussed at the Committee meetings certainly can be raised during the upcoming budget process and encouraged residents to participate in the budget hearings.

Chair Webber thanked the Committee Members for their participation, contributions, and time.

Committee Member Dixon thanked Chair Webber for her leadership and guidance.

Speaking as a Council Member, Mayor Higgins commented that the intent of Commissions and Committees is to get the participants discussing the issues and what is needed, not to come up with resolutions for the City. The intent is to inform, get input and compile, and present the data to the City Council. He added that the Council could not have done the work that this Committee has done. Mayor Higgins thanked the Committee Members for their work and dedication.

City Manager Okoro concurred with Mayor Higgins, and on behalf of staff, thanked the Committee Members.

Mayor Higgins requested to have all minutes, handouts, presentations, and supplements included with the Committee's final report to the City Council.

PUBLIC COMMENTS

Ted Hoffman suggested presenting the Ad-Hoc Committee report to the City Council at a separate meeting from a regular Council meeting and prior to the budget workshops.

ADJOURNMENT

Chair Webber adjourned the meeting at 7:40 p.m.

Cheryl L. Link, CMC, City Clerk