



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

**Monday, April 27, 2015
City Hall Conference Rooms A & B
2870 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 6:30 p.m.

ROLL CALL: **Present:** Vice Chair Corinne Holder, Committee Members Cathey Burtt, Linda Dixon, Patricia Hedges, Bill Schwab
Absent: Chair Jodie Webber, Committee Member John Padilla
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 Patricia Hedges

BUSINESS ITEM:

1. Approval of the April 13, 2015 Meeting Minutes (City Clerk)

M/S DIXON/BURTT to approve the April 13, 2015 regular meeting minutes as presented with a spelling correction on page 3. The motion was carried by the following roll call vote:

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

DISCUSSION ITEMS:

1. Presentations of 35 % Budget Reductions of Current Infrastructure Needs
 - a. Parks and Buildings (Deputy City Manager/Director of Parks, Recreation and Community Services)

Deputy City Manager/Director of Parks, Recreation and Community Services Brian Petree reported on a summary of the 20-year Capital Improvement Program (CIP) total for facilities with 35% budget reductions. Mr. Petree briefly discussed building integrity. A 20-year CIP extends the asset investment before "Renewal" or "Replacement" takes place. A 50-year investment asset is typically due for replacement. With a 35% budget reduction assumption, the asset life expectancy would be reduced to 20-30 years. Director Petree indicated that the first priority for infrastructure repair is repair related to health and safety, which includes HVAC, roof/structure, electrical/plumbing, playground, fire suppression, and restrooms. Director Petree stated that infrastructure is important because public facilities, public utilities, and transportation are essential for the economic vitality of our community and businesses.

In response to Committee Member Dixon, Director Petree stated that for some facilities, Years 1-5 show the majority of funds allocated because there may be an immediate need due to health and safety or as a matter of priority. Committee Member Dixon also asked about the ice makers at Wayne Makin, which are listed at \$8,000 for both. Director Petree noted that the Wayne Makin snack bar is a commercial facility. He added that when appliances need replacement, it goes through the bid process. Committee Member Dixon commented that the sports groups are privileged to have this facility in our City.

Ed Dixon asked if the City is mandated to have an Animal Control department. Director Petree indicated that the City is mandated to license and enforce licensing of dogs. The rest is the level of service the City wants to provide. Mr. Petree added that years ago, the City considered contracting out animal control services, but no proposals were received. Director Petree briefly discussed and compared the animal control contract services by Riverside County for the City of Eastvale. Eastvale pays approximately \$250,000 for two part-time animal control officers. The City of Norco provides a full-service Animal Control division with a shelter.

There was some discussion between Committee Member Schwab and Director Petree regarding water heaters and air conditioning units. Director Petree noted that the eleven air conditioning units at City Hall are original units from when the City occupied the building.

Committee Member Dixon commented that according to the presentation, the 35% reduction still allows for parks and facilities to remain open. Director Petree indicated that the problem is in the last five years of the 20-year plan. He posed the question of what do residents want their community to look like. Committee Member Dixon noted that part of this exercise is showing the public what the scenario would be without a tax measure. City Manager Okoro commented that this does not mean parks would not close. Parks and facilities may not shut down immediately but the next five years is when problems will begin to be seen.

Ed Dixon asked if the fire station buildings could be sold to CalFire. In response, Director Petree said it is not a possibility as the City is required to provide a building per the contract.

Committee Member Dixon reminded the Committee and public that the exercise was as a result of Council direction to find ways to save money. Another option would be to reduce the budget by 25%

Ted Hoffman commented on the parks that are located within Landscape Maintenance Districts. Director Petree indicated that the funding source may be the LMD, but the parks are still considered an asset of the City and are included in CIP.

Vice Chair Holder added that even if parks are not closed, the possibility exists that they would remain open but without all or most of the amenities.

City Manager Okoro suggested to Director Petree to take original budget and color code, or other means of identifying, the changes and items removed as a result of the 35% budget reduction. Committee Member Dixon also asked to include a 25% reduction. This would create an easier visual of what services and amenities would be lost. Committee Member Dixon asked that the report/presentation be brought back with these suggestions.

Ted Hoffman commented that the original Parks and Building budget presentation equated to an annual cost of approximately \$433,000 and with the 35% reduction it is at an annual cost of \$281,000.

b. Streets and Trails (Director of Public Works)

Public Works Director Lori Askew presented a brief report on the 35% budget reduction of the Street Capital Improvement Plan. The \$2.6 million needed for streets is based on \$2 million for construction and \$600,000 for design. This was prepared based on RKA Engineering's Pavement Management System analysis and a Pavement Condition Index (PCI) rating of 70 by 2018. The 35% budget reduction takes \$2.6 million and reduces it to \$1.7 million with a PCI of 69 by 2018.

Committee Member Dixon asked what the reduction in the number of projects would be with the 35% reduction. In response, Director Askew stated it would depend since one project could cost over \$1 million. Committee Member Dixon also asked Director Askew if she reduced the PCI number in order to achieve more projects. Director Askew indicated that \$1.5 million maintains what we have today, which is a PCI of 67.

There was some discussion between Ted Hoffman and staff regarding the numbers presented by the City Engineer. City Manager Okoro stated that the most current numbers used, compared to what the City Engineer provided, are higher because the Committee added costs for design and cost of living as requested by the Committee.

Director Askew presented information on pedestrian-equestrian trails. For existing trails, DG, backyard trails, and trails without fencing, the first year cost for the wood fence standard is \$373,680. The 35% reduction brings the total down to \$242,892. The average annual need is \$502,047 and the 35% reduction brings the total down to \$326,331. Director Askew noted that the 35% reduction numbers are not based on the wood fencing standard; instead the numbers are based on the vinyl fence standard which the City Council recently approved. The vinyl fencing is \$12/lf; therefore the 35% budget reduction and the 33% higher cost for the vinyl fencing cause the number of lineal feet of fencing to be completed to be cut in half.

Glenn Hedges said that the City has not been placing DG in backyard trails. Mr. Hedges asked the City Manager to research this.

Vice Chair Holder suggested bringing the information contained in these presentations back to the Committee for the final report to the City Council. Vice Chair Holder commented on options such as reduction in trail fencing, spacing, and eliminating backyard trails.

Ted Hoffman commented that certain trail fencing segments are close to the pavement and suggested the Committee consider making the trail narrower to allow for a buffer.

2. Waste Management Franchise Fees (Committee Member Dixon)

Committee Member Dixon commented that she was a member of the Ad-Hoc Committee for Waste Management. That Committee recommended that franchise fee revenues be used towards streets and trails infrastructure. She asked how much was allocated in this fiscal year's budget. City Manager Okoro indicated that for FY 14/15, \$25,000 has been allocated for street sweeping and \$75,000 allocated for the Sheriff's Traffic Enforcement Program.

In response to Committee Member Schwab, City Manager Okoro noted that franchise fees, such as SCE and Gas Co. are part of the General Fund revenue and are used for general services.

3. Alternative Plans to Meet Infrastructure Needs (Chair Webber)

Vice Chair Holder indicated that due to Chair Webber's absence, she is continuing this item to the next meeting date. She requested that all Committee Members research alternative plans and be ready to present at the next meeting.

COMMITTEE AND STAFF COMMENTS

Committee Member Schwab commented that the City's gateways need attention as they currently give a bad first impression of the City. Mr. Schwab stated that Committee Members have different priorities but that all should be on the same page for generating interest in Norco and attracting visitors (comments attached as "Exhibit A").

PUBLIC COMMENTS

Ted Hoffman commented that the City of Eastvale contracts animal control services through Riverside County and inquired if the City of Norco has considered contracting out to other cities such as Eastvale. Director Petree indicated that the City is currently in discussions with Eastvale.

Mike Thompson asked if the City's debt has been discussed on how it plays into the budget. In response, City Manager Okoro stated that the Redevelopment Agency dissolved and can no longer issue debt so the debt will not increase. With the dissolution of the Redevelopment Agency, the Successor Agency is required to submit to the State Department of Finance, on a semi-annual basis, a request to pay the debt service.

Geoff Kahan asked what the timeline is to get a measure on the November 2015 ballot if the Ad-Hoc Committee recommends, and Council approves. City Clerk Link indicated that the latest date for the Council to approve a measure for inclusion on the November ballot is August 5, 2015.

ADJOURNMENT

Vice Chair Holder adjourned the meeting at 8:36 p.m.