



# City Hall Weekly Highlights

## August 13, 2015

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To: Honorable Mayor and City Council Members

From: City Departments

### **CITY MANAGER:**

**Silverlakes Project Update:** Work on the Silverlakes project continues to move at a very rapid pace to meet the mid-September anticipated “soft opening” date. The soft opening will enable league soccer plays. Construction will continue after soft opening.

Since staff's last update, the following milestones have been accomplished:

- 20 full sized soccer fields of Bandera grass have been planted
- 4 full sized synthetic Astro Turf fields are in the process of being completed
- Musco LED sports field lighting has been installed on the Astro Turf Fields
- Paving of parking lots and ring roads are planned to start next week
- Parking lot lights have been installed
- Construction has started on two bathrooms that are planned in Phase 1
- Sewer connection plans are being finalized with JCSD
- Construction of equestrian rings are planned to start shortly
- Equestrian trail and perimeter fencing have been installed by local contractor
- Preparation to pour concrete pad for concession patio area is underway

On a related note, on Wednesday, the City Council will be voting on staff's recommendation for a ground lease agreement with Balboa Management Group, for the lease of the former riding stables property to be used as additional parking lot for the operations of the Silverlakes project.

**Sheriff's Department Contract Cities Partner Meeting:** Staff participated in this meeting conducted by Sheriff Department officials to discuss the FY 2014-2015 actual contract rates and FY 2015-2016 contract rates; status of independent review of contract rates; and new laws that could have negative impact on service levels and costs for contract cities.

The fully supported actual patrol rate for FY 2014-2015 came in at \$149.09 per hour. The total cost for Sheriff's is largely driven by the number of patrol hours that each contracting city buys. In addition to patrol hours we also contract for Community Service Officers and get charged for equipment and facility use. The patrol rate of \$149.09 comprises of direct wage and benefits payment for patrol officers, sworn support personnel costs, classified support personnel as well indirect costs for administration, recruitment and training, central dispatching, information services, countywide cost allocation and technical services. We are still in the preliminary phase of closing City books for FY 2014-2015 but based on preliminary information, City actual costs for Sheriff Department contract services for FY 2014-2015 are expected to be within the budget approved by the City Council. Regarding FY 2015-2016 patrol rates, the Sheriff's Department maintained their earlier guidance that we should expect 7-8% increase.

**Review of Contract Rates:** Recently, the County Board of Supervisors voted to hire an independent firm to review the rates that the Sheriff Department charges contract cities. The County has received proposals from interested firms and the proposals are currently being evaluated by County staff.

***New Rules Regarding Traffic Citation Bails:*** During the contract cities meeting, Sheriff Department officials discussed the potential negative impacts of the new legislation that eliminates bail requirement in traffic courts. Under this new rule, individuals wishing to contest their traffic citations do not need to post bail prior to a court hearing. Some of the potential negative impacts include increased overtime costs, due to more court appearances by deputies; extra work on the courts; and reduced revenue from traffic violation citations.

**Edison Circle City Substation Project:** Staff met with Southern California Edison Regional Manager to discuss upcoming Edison Circle City planned substation designed to meet demands due to growth and to improve system reliability. The project consists of constructing new distribution substation in Corona and sub-transmission lines in Mira Loma. The notable impact of this project in Norco will be primarily pole replacements/locations and construction impacts on residential backyards. Edison will be providing more information on this project to the City Council and residents in the coming months through written materials and open house events. Subject to regulatory approvals, construction is expected to commence in 2019.

### **CITY CLERK:**

**2015 Election Update:** The extended Nomination Period for the November 2015 Election closed on Wednesday, August 12, 2015. The following is a list of candidates who have qualified to run for office:

- Jason Bemowski
- Lisa Campbell
- Lance Gregory
- Robin Grundmeyer
- Berwin Hanna
- Herb Higgins
- Ted Hoffman

### **ECONOMIC DEVELOPMENT:**

**Sixth Street Gateway Sign:** Advertising is now being sold for the Sixth Street Gateway Sign, anticipated to be operational in September. Both nonprofit organizations and for-profit enterprises are eligible to purchase advertising on the sign's electronic LED panel. Information is available on the City's website, or advertisers may contact the sign's advertising salesperson, Diana McGrew, at 951-805-5995 or [norcogatewaysign@gmail.com](mailto:norcogatewaysign@gmail.com).

**Hospitality Industry:** A recent report from PKF Hospitality Research, a prominent hotel consulting firm, stated that the industry's fundamentals are extremely strong. Nationally, demand is exceeding pre-recession levels, and growth should continue through 2016. In the past year, occupancy levels in the Inland Empire have increased at a substantially higher rate than other regions of Southern California, a factor that justifies additional lending and construction in 2016.

**Business Development:** Pieology, part of the trendy Chipotle-inspired assembly-line pizza concept sweeping Southern California, will soon open at 1411 Hamner Avenue, in the space previously occupied by Magic Wok. Staff has been anxious to accommodate this type of fast-casual eatery, which also includes competitors Blaze Pizza, PizzaRev and 800 Degrees. Pieology has a reputation for being very selective about the communities it chooses.

## **FISCAL AND SUPPORT SERVICES:**

**Bill Processing:** Staff mailed out 1,523 utility bills to Group 1 customers. Staff mailed out 251 delinquent notices to Group 4 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 2 by Public Works notifying 100 customers that if they did not pay on Tuesday, their water services would be shut off on Wednesday. By Wednesday, 4 customer's water was shut off for nonpayment; 2 customer's water services were restored and 2 remained shut off.

**Business License and Cash Receipts:** There were 14 new business license applications and 42 renewal Business license applications during the week. Staff processed a combined total of 1,668 cash receipts from the building counter, Parks and Recreation, utility customers and other miscellaneous accounts receivables totaling \$411,639.

**Miscellaneous Accounts Receivable:** A total of 8 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$2,143. 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 DIVISION:**



**Recent Graduate:** Matthew S. Boudreaux, part-time Computer Information Systems Technician, has graduated with a Bachelor of Arts degree in Criminology and Justice Studies, Cum Laude from California State University San Marcos on May 15, 2015. Congratulations Matt!

## **PARKS, RECREATION, AND COMMUNITY SERVICES:**

**National Night Out:** The Department of Parks, Recreation and Community Services, Norco Animal Control, NART, and Riverside Sheriff and Cal Fire represented Horsetown USA at the National Night Out Event in the Eastvale Target shopping center on Tuesday, August 11, 2015 from 5-7pm. The divisions of the city took advantage of the opportunity to provide those in attendance with valuable information on the programs and services the City of Norco has to offer. Displays included those of Wee People Playschool, youth basketball, George Ingalls Equestrian Event Center, Volunteer Program, the George A. Ingalls Veterans Memorial, Norco Animal Rescue Team (NART), Norco Animal Shelter and its adoptions, and Citizens on Patrol. Thank you Parks and Buildings Division for the awesome entry and borders! City of Norco...proud to be creating community!

## National Night Out



**Training:** Staff attended a Work Release Program (WRP) annual mandatory training on Thursday, August 13, 2015 at the Ben Clark Training Center in Riverside. This training is necessary in order for the City to utilize court mandated individuals through the work release program to assist the city free of charge. Workers from this program must be supervised by qualified individuals at each work site who are certified through this training.

**Summer Concert Series:** The final performance of the “2015 Norco Rocks! Summer Concert in the Park Series” will take place on Friday, August 14, 2015 from 6:30-8pm at Pikes Peak Park. Rockstars of Tomorrow are ready to bring the house down with a variety of performances and genres of music! This concert is sure to be a HIT! Come on out and support our local business and these young stars of today and tomorrow!

**Men's Adult Basketball** league continues this week at Riley Gymnasium on Thursday nights.

**Lacrosse 101 for youth is coming to Norco:** CYLL is offering beginning Lacrosse lessons on Sundays from 2-4pm. Participants will learn the game of lacrosse, the positions, equipment and techniques for proper play. Cost of this program is \$46 per participant for an 8-week session, which includes a t-shirt. First session begins September 6, 2015. Participants must pre-register. Registrations are accepted at Parks and Recreation M-TH from 10am-3pm or online 24/7 at [RecConnect](#).

**CPR Classes** are available and will be held on the third Thursday of the month from 9am-1pm. First class will take place on September 19, 2015. Cost of the class is \$57. Participants must pre-register. Registrations are accepted at Parks and Recreation M-TH from 10am-3pm or online 24/7 at [RecConnect](#).



Fun, fun, fun! The new session of Wee People Playschool begins the week of August 24, 2015! Registrations are now being accepted for both M/W/F or T/W classes. For all the details and class availability, please contact Recreation Coordinator Chrystal Foster at 951-272-1619.

Wee People Playschool is celebrating with “Let’s Have a Picnic Week” with activities, crafts and lesson plans reflecting this theme. They were slated to have a picnic in the park Thursday and Friday, however Mother Nature brought her uncomfortable heat once again and it was subsequently moved inside. No sunscreen needed and no ants!

**Senior News:** Seniors on the Move took a trip to Pechanga on Wednesday, August 12, 2015. This excursion is one of the popular ones!

Cool Center was been activated on Thursday at the Rose M. Eldridge Senior Center through this weekend’s heat wave. Hours of operation are as follows: Thursday 8am-5pm, Friday 8am-5pm, Sat-Sun 12-5pm. For information on this location, please call 951-270-5647.

**Party Pardners Program:** Party Pardners will enjoy a “Movie Night” full of crafts and popcorn! Participants are able to catch a movie favorite in the comfort of their pajamas! Event hours are from 6:00-8:30 pm. Party Pardners is the second and fourth Friday of the month from 6:00 p.m. to 8:30 p.m. at the Rose M. Eldridge Senior Center, 2690 Clark Avenue Norco, CA 92860. For more information, please call (951) 270-5647 or email [partypardners@ci.norco.ca.us](mailto:partypardners@ci.norco.ca.us)

## George Ingalls Equestrian Event Center

- George A. Ingalls Veteran's Memorial Plaza is open daily 10 a.m.-dusk. Entrance is located through Gate 5 off of Crestview just south of Sixth Street.
- Community Barrel Racing was held Thursday, August 8<sup>th</sup> and scheduled Thursday, August 12<sup>th</sup>. They will return Thursday, August 27<sup>th</sup> at Moreno Arena.
- On Saturday, August 8<sup>th</sup>, at the George A. Ingalls Veteran's Memorial Plaza one of our National Hero's, USMC First Sergeant (Ret) Nate Gomez, a two time Purple Heart recipient and awarded two Bronze Stars for valor received LUX, a trained K-9, from Rebuilding Warriors to assist him with his P.T.S.D. struggles.



- Open Recreation Riding was available at Clark Arena M-T, August 10<sup>th</sup> & 11<sup>th</sup>.
- The Norco Mounted Posse Businessman Roping kicks off the PRCA Rodeo on Thursday, August 20<sup>th</sup> in Clark Arena.
- Norco Fair will hold Talent Show auditions at Nellie Weaver Hall Sunday, August 16<sup>th</sup> at 9 a.m.
- The PRCA Norco Mounted Posse Rodeo Event is scheduled Fri. - Sun., August 21<sup>st</sup> – August 23<sup>rd</sup>.
- Norco Fair begins Thursday, September 3<sup>rd</sup> – 7<sup>th</sup>



## Buildings

- Vortex Doors worked on the front door at Nellie Weaver Hall as well as ordered parts for the rear doors at Riley Gym which were broken.
- Community Center staff repaired a table, removed a palm tree growing out of a storm drain, and repaired the pool fence that was vandalized. Staff also removed a homeless shelter next to the tennis court.

## Parks

- Staff requested ValleyCrest to respond to a work order for fire ants next to the Pikes Peak Park playground. Valley Crest treated them and is checking for more nests.

## Miscellaneous

- Staff was notified of a mosquito problem in the retention basin located in District 2, south of Norco Hills Park. Vector Control was contacted and staff met with area technician and provided access into the retention basin through two gates. Although the large marshy area within the retention basin where the mosquitos are breeding has recently been found, Vector Control can't gain access close enough to treat the area effectively. Staff will contact Fish and Wildlife to see *if and when* they will allow us to cut paths into this marshy area, providing access for this treatment. Until then, Vector Control will continue to treat the area as best as they can.
- In planning for rodeo next weekend, staff raised and leveled the bucking shoots and prepared the ground in the roping boxes.
- On Saturday, staff readied the memorial for a ceremony. We weeded, swept, and cleaned the entire area. We also did the set up and removal after the ceremony.
- The removal of old trail fencing in LMD 4 will begin this weekend. Since the CDF is busy fighting fires, we will be utilizing our WRP court workers to remove the old fence.
- Valley Crest is getting the Shearer Soccer Fields ready for AYSO opening day. They will be ready by August 17, 2015.



**Irrigation Maintenance:** From time to time Valley Crest has to work on the irrigation controllers. Sometimes this means they must run the irrigation program and the water will be on. They try to keep this to a minimum and irrigate as little as possible.

**Traffic Accident:** There was another car accident in LMD 2 this past week. A Sheriff's report was taken. Valley Crest was called immediately to remove the debris, and the horse trail was reopened within an hour after the vehicle was removed. The cost for the repair to the trail fence, trees, and the parkway will be recovered through the vehicle owners insurance.



### **Animal Control Services**

- 710 invoices were prepared for September license renewals.
- \$79.00 in donations was received during the month of July to go towards the care of the animals.
- Girl Scout Troop 828 brought in toys and cat beds that they made as a troop project and donated to the shelter.
- Kidz Camp came in for a tour of the Shelter.



### **PLANNING DEPARTMENT:**

**Approved Special Event:** Radio remotes for KKGO and KFRG at 960 Sixth St. (Boot Barn) for August 15, 2015

## **New Applications:**

- Two conditional use permit applications: one for a mare motel and one for a temporary home for the elderly; it is not known when these will be scheduled for review by the Planning Commission.
- Two site plan applications: one for a barn and one for covered patios; it is not known when these will be scheduled for review by the Planning Commission.

**Former Wyle Labs Property:** Economic Development and Planning met with the property owner's project team for the old Wyle Laboratories site to review a draft map that will be presented to the Planning Commission for review of on-site features to determine which of those will need to be preserved. The owners are in the initial stages of preparing the application packages seeking entitlement for development of the property. The property is zoned PAD (Preservation and Development) which calls for "coordinated development of planned commercial projects in an orderly and aesthetically pleasing manner that recognizes and preserves significant natural landscape features, open lands, and historical buildings."

Per the direction from Planning, the first step in the process is to identify those on-site features that need to be preserved before a land use plan can be proposed. The draft map along with a photo journal from the project site will be presented to the Planning Commission for early input on those areas of the site that should be preserved. In addition to the map and photo journal, and because the site was closed to public access for so long, there will also be arranged on-site tours of the site for members of the Planning Commission to help in their review and analysis.

It is anticipated that the map and photo journal will be distributed to the Planning Commission within a week or two and then on-site tours will be scheduled after that. Please note that an application for land use entitlement has not yet been submitted and that the preservation map, photo journal, and on-site tours are only preliminary steps before the application package can be prepared for submittal.

**Norco Pride Beautification Awards:** The Beautification Committee selected the winners for this year's contest and is in the process of advising the winners of their awards. The presentation of the awards will take place at the Opening Session of the Norco Fair, Labor Day Weekend.

## **Code Compliance Updates:**

2015 TOTAL CASES:	203
OPEN CASES:	82
NEW CASES:	9
CITES ISSUED:	9
CLOSED CASES:	7
YARD SALE SIGN REMOVAL:	35

## **PUBLIC WORKS DEPARTMENT:**

### **Water Meter Leaks:**

- 1223 Third Street – repaired minor leak on adjacent customer plumbing
- 1542 Elm – the meter vault was excavated and brought to grade.

### **Water Service Leaks:**

- 1485 Hilltop – vacuum excavated and repaired leaking 1” poly service line
- 1213 Third Street – replaced 1” poly service line with new 1” copper service
- 1235 Third Street – “Pulled” new 1” copper water service thru the existing 1” poly water service.
- 1260 Third – excavated and replaced aged galvanized 1” service line with type K 1” copper tubing.
- 2540 Reservoir – Emergency repair of leaking 1” galvanized service. Because of the advanced corrosion evident on the pipe this service line is scheduled for replacement prior to the street improvements planned as part of the Third Street project.
- 3503 Temescal Avenue – vacuum excavated and repaired leaking 1” poly service line.
- 1268 Second Street – Vacuum excavated and repaired leaking 1” poly service line.

### **Water Main Leaks:**

- On Friday August 7 Field Operations staff received notice of a large water leak at the intersection of Temescal and Fifth Street. Responding after-hours standby personnel were able to isolate the leaking water mainline within the intersection without affecting the service to any customers for an extended period. As a result of the efforts of the on-call staff and the relative locations of the existing mainline isolation valves the repair of the 10” steel water main was able to be completed during normal work hours. Because of the age and condition of the pipework in this vicinity, this mainline is targeted as a capital improvement area for the current budget year.
- Repairs were completed on the 16” steel transmission mainline that is located within the center median on Fifth Street in front of the prison. A leaking mainline bell fitting had to be cut-out, and a new six foot length of 16” pipe installed in its place.

### **Maintenance:**

- Valves exercised – 8
- Hydrants flushed – 3

**Reclaimed Water System:** Staff has completed checking the valves and appurtenances along the entire 5.3 mile length of the non-potable irrigation water main line. The next step of the process required to bring this source of non-potable irrigation water online is the flushing of the mainline using the water produced at non-potable irrigation well “A” to remove any sedimentation or debris from the line and begin conducting pressure tests. Concurrent with the flushing process staff will be testing the operating capabilities of the non-potable pressure boosting station. Fortunately, as a result of our requirement that all Field Operations staff be certified by the Department of Water Resources in Water Distribution, we have experienced personnel on staff with the expertise necessary to safely execute the steps required to load, pressurize and test this system.

**Graffiti/Debris Sites:** Staff responded to a request by Calfire to pick up a 5 gallon water bottle full of oil illegally dumped on the side of the road. Calfire hazmat and County EPA did test the initially unknown substance, and did determine it to be transmission fluid. Staff transported the container to the corporate yard for temporary secure storage until it can be properly disposed of (at City expense). Note – for the public the free disposal of used oil is available at most car dealerships, auto parts stores and automotive service stations. When milk jugs or water bottles full of oil are dumped on the side of the road, it must be assumed that the unknown substance is a hazardous waste until proven otherwise. This process of Fire hazmat response, field testing, Field Operations response, eventual transport and proper disposal by outside contractor incurs large annual expenses by the City for what is available at numerous locations as a free service when used by responsible persons.

### **Streets/Trails:**

- Placed 3 tons of cold mix at various locations
- Placed 8 tons of decomposed granite at various locations
- Installed replacement STOP sign on Tally Ho at Corona Avenue
- Filled potholes on Hilltop Lane – one tone cold asphalt concrete

### **Special Projects:**

- Installed a new manhole ring and cover over the 12" inline valve on Old Hamner
- Staff, with the assistance of assigned court service workers, has begun cleaning the areas of Sixth Street that are not being maintained by the adjacent property owners in preparation for the upcoming parade. This preparation includes the removal of the various yard sale signs, lost pet signs, weeds, debris and necessary trail fence repairs.

**Vine Street and Sagetree Lane Water Project:** All points of connection to the distribution system have now been complete. The contractor is currently slurry filling the abandoned waterline. Hydrants have all been removed. Final paving of trench lines will be the last item to complete which is scheduled for coming week.

**Third Street Improvement Project:** Driveways installations are complete; sub-contractor continues with installing the storm drain improvements.

**Bluff Street and Western Avenue Water Improvements:** Project is being advertised for bid. Project includes nearly 4,000 linear feet of 6", 10", 12" or 16" waterline that will replace the aging system. Expect award before Council in late September.

### **Building & Safety Division:**

- Building Permits Submitted – 24
- Building Permits Issued – 21
- Field Inspections Performed – 39
- Stop Work Notices Issued - 1

### **NORCO SHERIFF'S DEPARTMENT:**

**Distracted Driving - One Text or Call Could Wreck It All.** *Distracted driving is a dangerous epidemic on America's roadways. In 2013, 3,154 were killed in distracted driving crashes.*

The U.S. Department of Transportation is leading the effort to stop texting and cell phone use behind the wheel. Since 2009, we have held two national distracted driving summits, banned texting and cell phone use for commercial drivers, encouraged states to adopt tough laws, and launched several campaigns to raise public awareness about the issue.

Distraction.gov is your resource for learning more about distracted driving. Get the facts, get involved, and help us keep America's roadways safe.

**Riverside County Sheriff's Department, Jurupa Valley Station, National Night Out:** The Norco Sheriff's Office and Norco Citizen's on Patrol had a fantastic time meeting and chatting with local city and community residents. There were lots of families with children who were able to take in the scenery, participate in the fun activities, and enjoy meeting and talking to our deputies. Special thanks to the City of Norco for their tremendous participation and support!



**Riverside County Sheriff's Department, Jurupa Valley Station, K/9 Team:** Join us August 19, at 7:00 p.m. at the Norco City Council meeting for a special announcement from the Riverside County Sheriff's Department, Jurupa Valley Station, [K/9 team](#). Deputy Noyes, along with his partner, "Spike," and Deputy Saidleman, along with his partner, "Django," will have some important information to share with our Norco residents and citizens. Spike and Django proudly serve the Jurupa Valley Station, which includes the City of Norco.



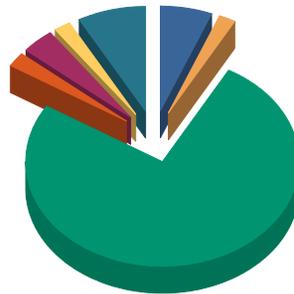
**FIRE DEPARTMENT / CAL FIRE:**

**Residential Structure Fire:** Units from CAL FIRE/Riverside County Fire Station 57 were dispatched to a residential structure fire at 5434 Bluff St. in the City of Eastvale. The first arriving engine company reported a working fire in a 1000sq. ft. detached 4 car garage. An aggressive fire attack was initiated and the fire was brought under control within 15 minutes of the first arriving units. The fire was contained to the garage with heavy damage to the structure, 2 cars that were inside and other contents. There were no injuries reported and no displacements of the residents due to the garage being detached.



**EMS Billing** was completed for the month of July and 3 persons were billed for EMS services.

## Response Activity



False Alarm	3	6.0%
Haz Mat	1	2.0%
Medical	38	76.0%
Other Misc	1	2.0%
Public Service Assist	2	4.0%
Res Fire	1	2.0%
Traffic Collision	4	8.0%
<b>Total:</b>	<b>50</b>	<b>100.0%</b>

### Incidents Reported for Date between 8/6/2015 and 8/12/2015 and Norco City

False Alarm	3
Haz Mat	1
Medical	38
Other Misc	1
Public Service Assist	2
Res Fire	1
Traffic Collision	4
<b>Incident Total:</b>	<b>50</b>

# Riverside County Fire - Norco

## Weekly Activity Report

8/06/15 to 8/12/15

	CITY
<b>Activity Totals</b>	<b>Norco</b>
<b>Plan Reviews</b>	<b>TOTAL NORCO</b>
All Plan Reviews	4
<b>INSPECTIONS</b>	<b>Norco</b>
Annuals	1
New Construction	2
Re-inspection (annual's)	
Title 19 Inspections	
Business License Review	
C of O's	
Weed Abatement	
<b>TOTAL</b>	
<b>MEETINGS &amp; OTHER</b>	<b>Norco</b>
Meeting	2
Training	
Special Inspections/Events	

## Weekly Prevention Activity Report- Graph Summary

