



City Hall Weekly Highlights

August 20, 2015

To: Honorable Mayor and City Council Members

From: City Departments

CITY MANAGER:

EOC Training for Staff: Most management and some support staff attended a two hour Emergency Operations Center (EOC) training today. This training which provided refresher information Incident Command System (ICS); Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) was conducted by the Riverside County Office of Emergency Services. This training is required of all City staff involved in EOC operations in order to receive cost reimbursement from FEMA for qualifying incidents. Two additional detailed trainings are planned over the next two months along with the “Great Shake Out” exercise planned for October 15, 2015.

City Council Meeting Incident: It has been brought to the attention of staff that during last night’s City Council meeting, a resident allegedly demanded that County Sheriff personnel remove or arrest another resident for speaking during the City Council meeting. Norco Sheriff’s Department has looked into this claim and found it not accurate. No resident asked Sheriff’s Department personnel to remove or arrest another resident for speaking up during the meeting. If you have any questions regarding this incident, please contact Lt. Eric Briddick at Norco Sheriff’s Department.

ECONOMIC DEVELOPMENT:

Business Development: Staff has been working closely with the real estate broker listing the vacant Walgreens store located at 475 Hidden Valley Parkway. Delays, created in the wake of Walgreens’ merger with British chain Boots Alliance, resulted in one promising tenant cutting off negotiations. But interest in retail space in Norco remains robust, with other quality, revenue-generating tenants expressing strong interest.

Business Development: Economic Development and Planning staff continue to work closely with the owner of the property at the northwest corner of Corona Avenue and Hidden Valley Parkway, while helping his real estate broker to create opportunities for restaurants at the site in conjunction with the permanent closing of Corona Avenue. Site plans and a traffic study are being prepared for a rezoning application that may be scheduled for the September meeting of the Planning Commission.

FISCAL AND SUPPORT SERVICES:

Bill Processing: Staff mailed out 2,050 utility bills to Group 2 customers. Staff mailed out 225 delinquent notices to Group 1 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 3 by Public Works notifying 81 customers that if they did not pay on Tuesday, their water services would be shut off on Wednesday. There were 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 11 new business license applications and 53 renewal Business license applications during the week. Staff processed a combined total of 1,799 cash receipts from the building counter, Parks and Recreation, utility customers and other miscellaneous accounts receivables totaling \$512,570. The City received \$24,139 from Charter for franchise fees, \$22,194 from the Navy and \$24,698 from Corona Norco Unified School District in payment of their utility bill.

Miscellaneous Accounts Receivable: A total of 14 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$4,231. 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.

PARKS, RECREATION, AND COMMUNITY SERVICES:

Veterans Memorial Bricks: As a reminder, the next brick installation at the George A. Ingalls Veterans Memorial Plaza will be early November. The deadline to order bricks for this installation is August 24, 2015. If you would like to order a memorial brick for yourself or a loved one, applications are available in the Parks and Recreation Department in City Hall or you can use this link to the [George A. Ingalls Veterans Memorial website](#). If you have any questions, please contact staff at 951.270.5632.

Volunteer for the Senior Center: Staff obtained a part-time clerical volunteer from Riverside County Department of Social Services (RCDSS) to assist staff at the Rose M. Eldridge Senior Center. Additionally, staff interviewed another possible candidate for maintenance assistance at the same facility. This workforce assistance is free to the City of Norco.

National Day of the American Cowboy Committee met on Monday, August 16, 2015 to review this year's event. Next year's event is slated for Saturday, July 23, 2016.

Horsetown Parade of Lights and Winter Festival Committee met Tuesday, August 18, 2015 to continue planning this year's 11th annual event. Grand Marshal is Norco's very own Teacher of the Year, Melanie Oliver. Celebrity Marshal is Jakob Salvati, youth actor in the movie Little Boy. This year's event will take place in conjunction with Breakfast with Santa on Saturday, December 12, 2015.

City Activities Guide: Staff is compiling information for the Fall 2015/Winter 2016 Activities Guide. This publication will provide residents and visitors with information on special events, programs, and services provided by City of Norco for the months of October 2015-January 2016. Publication is scheduled to go live on the front page of the [City website](#) mid-September.



Wee People Playschool was closed this week to allow staff to prepare for the new upcoming fall session which begins next week. Registrations are now being accepted for both M/W/F and T/TH classes. For all the details and class availability, please contact Recreation Coordinator Chrystal Foster at 951-272-1619.

Youth Basketball: Staff is finalizing details and preparing for the upcoming Fall Youth Basketball season. Registration begins September 8, 2015. For more details please visit [the youth sports website](#) or call 951-270-5632.

New Leisure/Recreation Classes Offered:

- **Youth Lacrosse 101** registrations are now being accepted. Lacrosse 101 has been developed to introduce the great sport of lacrosse to the youth of the Inland Empire. This program seeks to teach, promote and advance the sport from the youngest participants to those at the High School level.

Session Dates: September 6-October 25, 2015

Date and Time: Sundays (8-week session) from 2-4pm

Fees: \$46 per person

- **CPR Classes** are being offered. Each student will be provided a workbook, barrier masks and gloves. Remember to wear something very comfortable, as you will be practicing and performing life-saving skills. Help learn to save a life. The life you save with CPR is most likely to be someone you love.

Session Dates: Third Thursday of each month

Date and Time: Thursdays from 9am-1pm

Fees: \$57 per person

Registration for leisure classes can be done online by visiting www.norco.ca.us and click on the RecConnect link or register in person at the Parks and Recreation office located at 2870 Clark Avenue, Norco 92860, Mon.–Thurs. 10 am–3 pm.

Senior Activities: The George A. Ingalls Veterans' Memorial Grand Opening DVD was played for the seniors on Monday, August 17, 2015. Special guests were Council Member Kevin Bash and Deputy City Manager Brian K. Petree who provided personal background information on this Memorial.

Aloha! On Thursday, August 20, 2015 the seniors enjoyed a tropical oasis as they celebrated at the Kane and Wahine Luncheon. Activities included Limbo, a Hula performance and lesson, Ukulele performance and other games. Participants had a blast in the Luau photo booth!

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 12th and is scheduled Thursday, August 27th
- Open Recreation riding will resume at the Clark Arena M-T, September 14th -15th.
- The Norco Mounted Posse Businessman Roping kicks off the PRCA Rodeo on Thursday, August 20th at the Moreno Arena.
- The PRCA Norco Mounted Posse Rodeo Event is scheduled Fri. - Sun., August 21st – August 23rd.
- Norco Fair begins Thursday, September 3rd – 7th



Parks and Building Maintenance Services

Miscellaneous

- A new ladder was ordered for the playground at the community center.
- Met with the City of San Juan Capistrano to discuss equestrian amenities their community is looking at and arena maintenance standards.

Ingalls Park

- Put new leveling blades on grooming equipment.
- Participated in walkthrough with the Fair Committee at Ingalls Park.
- Broken irrigation line at Ingalls Park was repaired.
- Sandbags have been moved in preparation of the NMP rodeo.
- Staff installed temporary digital banner sign above press box at the Moreno arena.
- Ceiling tiles in sound booth were changed out.

- Replaced four GFI outlets at the arena.
- Staff repaired and painted the roping boxes in preparation for the rodeo.
- Press box and old sound booth were cleaned.
- Opened up warm up arena for extra parking during the rodeo.

Parks

- Repaired electrical box at Neal Snipes Park that someone had forced open.
- Weekly Park inspections were completed.
- Monthly drain maintenance was performed at Pikes Peak Park.
- The fence at the pool was repaired three times this week.

LMD'S

- In preparation for the installation of new horse trail fencing in LMD 4, the process of removing old fencing began this week. Approximately 1000 feet of fencing was removed with two staff members and W.R.P (work release program people). A skid steer truck trailer and the van were used to haul away the removed material which was stored at Ingalls Park.
- LMD inspections were completed.

Animal Control Services

- Animal control would like to remind everyone that the PRCA rodeo is this weekend August 21, 22, and the 23 and staff will be monitoring the chutes for the humane treatment of the animals involved.
- The Bark for Life was again a success this year and the Animal Shelter adopted out a kitten at this event.

PLANNING DEPARTMENT:

Approved Special Events:

- 8/22/15: Car wash fundraiser for Boy Scouts at Tractor Supply.
- 8/19/15: 2 special event permits issued to allow the temporary placement of modular units on Silverlakes to serve as an office building, and one for cooking and one for serving coffee/smoothies until the concession building is completed.

New Applications:

- Conditional use permit application for a garage; it is not known when this will be scheduled for review by the Planning Commission.
- Wall sign application submitted for 110 Hidden Valley Parkway (Hobby Lobby Center).

Planning Activities:

- Engineering and Planning met with project planning team for Norco College including representatives from CNUD and the Navy about regional issues for future planning the could affect the interested parties.

Code Compliance Updates:

2015 Total Cases:	214
Open Cases:	89
New Cases:	11
Cities Issued:	9
Closed Cases:	5
Yard Sale Sign Removal:	28

- Joint inspection with Animal Control regarding possible coyote dens on a property on Third Street due to overgrown vegetation.
- Joint inspection with Riverside County Flood Control and Animal Control for a follow up at a residence on Second Street.

PUBLIC WORKS DEPARTMENT:

Water Meter Leak: 4080 Mt. Rushmore – replaced meter and gasket kit

Water Service Leaks:

- 4193 Bluff – repaired leak on 1” poly service line
- 1251 Third Street – staff replaced the aged and badly corroded galvanized service line with new 1” type K copper tubing and new brass fittings.

Water Main Leaks:

- On Sunday, 08/16/2015 at approximately 1500 hours Field Operations on-call staff members received notification of a large gushing main leak on Corydon Avenue near Chestnut Drive. Upon arrival it was apparent to the responding staff members that an emergency main line shutdown would be necessary to control the unplanned water release. The initial responding staff member did execute the emergency mainline shutdown, and also contacted an in house after-hours repair crew to assist him in the necessary repairs to restore service to the effected customers. Since the leaking potable mainline had hydraulically excavated a considerable area around the point of failure, the 3 man repair crew was able to quickly finish the excavation with the City-owned Vactor and repair the leaking water main resulting in an after-hours water shutdown of less than 4 hours.
- 1291 Corona Avenue – Removed corroded and leaking welded service connection coupling. Installed new 8” diameter X 12.5” wide stainless steel tapping clamp, new corporation stop and copper whip. Since this type of repair requires the existing welded coupling to be cut from the mainline, staff executed an emergency mainline shutdown to allow them to safely complete the necessary infrastructure repairs.
- Field Operations staff replaced a broken 6” inline gate valve with a new 6” butterfly valve and custom welded “pups” at the intersection of Third and Reservoir. Staff discovered the seized and inoperable inline valve while executing a test waterline shutdown in the Third Street project area. Staff coordinated a notified mainline outage and executed dual pre-notification to the affected homes.



Old broken valve



Newly installed butterfly valve and custom welded pups.

Potable Water Main Line Repair: On Tuesday, August 18, 2015 the sub-contractor installing the new storm drain as part of the Third Street reconstruction project ripped out a fifteen foot section of the 6” potable water main on Third Street east of Reservoir. Fortunately the underground infrastructure hit took place during the notified shutdown already in progress for a mainline valve replacement being executed by Field Operations staff on an interconnecting line. Since the mainline was already shutdown and drained, there was no collateral damage to private residences and no workers were injured by an unplanned water release.

Field Operations staff addressed the emergency repair by removing the damaged section of water main and installing 15 feet of new concrete lined steel pipe using compression couplings to join the new replacement section to the existing pipeline. The work on the damaged mainline was completed within the time span indicated on the planned and pre-notified waterline shutdown for replacement of the broken isolation valve resulting in no additional inconvenience to the residents and no extension of the planned waterline shutdown time. A welded permanent repair will be installed by the contractor that damaged the line.

Reclaimed Water System: Staff replaced the 8” check valve assembly adjacent to the production meter at Irrigation Well “A”.

Flushing of the non-potable system has been completed. Testing of the motor control centers, pumps, pressure switches and bypass assemblies is progressing as expected. Operational strategies are being developed to put into practice the active management of the non-potable water system.

Collection system (Sewers):

- ✓ Norco Hills Lift Station – removed all weed and debris
- ✓ Valley View Lift Station – removed weeds and debris, repaired vandalized fencing.
- ✓ Staff repaired the pneumatic level sensing system at the Valley View lift station.





No... it is not *"Who's your favorite minion day"* in Field Op's, this is Trainee George Walker outfitted with the suitable protective equipment to be lowered into an active sewage pumping station. George secured the pneumatic level sensing tubing to the pump suction pipework 12 feet below grade inside the wet-well.

Graffiti/Debris Sites: Staff was dispatched to a report of dumped tree debris in front of 648 River Drive. Staff loaded and hauled away 2 dump truck loads of illegally deposited yard trimmings.

Streets/Trails:

- Placed 3 tons of cold mix at various locations
- 8 tons at various locations
- 2 tons of cold Asphalt Concrete used at 12 locations
- Cleanup continues on Sixth Street in preparation for the upcoming parade

Trees:

- Picked up downed tree branches at 3502 Temescal Avenue
- Staff trimmed sucker growth from the trees at 1506 Corona Avenue
- Removed snagged tree branch at 431 Seventh Street.



Vine Street and Sagetree Lane Water Project: Project nears completion with contractor having completed the asphalt paving over the trench line of the water line installation. Striping will occur after the required two week wait time on fresh AC.

Third Street Improvement Project: Contractor has installed the 30" HDPE storm drain line in Reservoir Drive south of Third Street. The storm drain work continues northerly into the intersection of Third Street where the depth of the line is approximately 15 feet deep. The next week should see work beginning on the pedestrian/equestrian trail.

2014-15 Pavement Management System – Phase I and Phase II: Staff has a scheduled preconstruction meeting with Hardy & Harper, the contractor for the two projects, on Thursday, August 20. Phase I project includes the several streets being overlaid with asphalt and Phase II is the reconstruction of the asphalt within Norco Drive from Fifth Street to Rocky View Drive with a process called micro-cracking.

Bluff Street and Western Avenue Water Improvements: Project is under advertisement 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 and Safety Division:

- Building Permits Submitted – 18
- Building Permits Issued – 5
- Field Inspections Performed – 38

NORCO SHERIFF'S DEPARTMENT:

Crosswalk Safety Operation and Enforcement: On Friday, August 14, 2015, between the hours of 7:00 a.m. and 1:00 p.m., deputies assigned to the Norco Sheriff's Office conducted a pedestrian crosswalk safety operation near the intersection of Hamner Avenue and 6th Street, in the City of Norco. The operation was conducted in response to public concerns related to pedestrian safety.

The main focus of the operation was to identify motorists who failed to yield to the pedestrian deputy in the crosswalk [Vehicle Code Section 21950(a)]. The pedestrian deputy and the safety companion deputy would call out the observed violation over the radio to uniformed deputies staging nearby. The uniformed deputies would then conduct enforcement stops, contact the driver of the vehicle and issue citations.

The following are the results of the operation:

- 22 citations were issued for blocking an intersection (Gridlock).
- 11 citations were issued for failing to yield for a pedestrian in the crosswalk.
- 9 citations were issued for red light violations.
- 9 citations were issued for cell phone violations.
- 1 citation was issued for a seatbelt violation.

It should be noted that many motorists yielded for the pedestrian in the crosswalk, which is to be commended. The Norco Sheriff's Office plans to conduct additional traffic enforcement operations in

the near future. Anyone wishing to report traffic concerns in the city of Norco is encouraged to contact Sergeant Dekker at (951) 270-5673.

For information pertaining to pedestrian and bicycle safety, visit the link below:

http://safety.fhwa.dot.gov/ped_bike/

For information pertaining to the dangers of distracted driving, visit the link below:

<http://www.distraction.gov/>

15/16 UNLOAD (United Norconians who choose Life Over Alcohol and Drugs) Kickoff Meeting:

Join us Monday, August 24, 2015, at 5:00 PM, for the 15/16 UNLOAD Kick-Off Meeting, at City Hall. UNLOAD is chaired by Mayor Pro Tem Kevin Bash and Councilwoman Kathy Azevedo. Representatives from Norco Sr. High, CNUSD, City Council, and Sheriff attend the meeting. Parents and students are encouraged to attend!

The three-fold mission of UNLOAD is to:

- Assist in the community effort to educate young people about the adverse effects of alcohol and drugs on their safety and health, quality of life, and future opportunities;
- Increase the awareness of parents, grandparents and other caregivers of their responsibilities to help young people avoid the negative consequences associated with alcohol and drug use; and
- Serve as a community “think tank” and “information clearinghouse” to combat the impacts of alcohol and drug abuse working in coordination with UNITY, which promotes such efforts in the Corona-Norco area.

A Message from the Sheriff Sniff Regarding Seatbelt Laws: [Buckle Up! It's the Law!](#) As the Sheriff of Riverside County, I am urging you to wear your seat belt. Over the years, I have seen all too many needless fatalities that could have been avoided by doing something as simple as buckling a seat belt.

Tragically, someone dies every 32 hours in a traffic collision here in Riverside County. It's even more shocking to learn that last year, more than 1200 of those fatalities were the direct result of the victims not wearing seat belts. Do you want to become a statistic? Think about it, and buckle up . . . it's the law.

[Understanding the Law](#)

Wearing a seat belt isn't just a good idea, it's the law and many states are conducting heightened enforcement of the seat belt laws. Seat belt tickets may mean hefty fines and, in some places, points on your driving record and increased vehicle insurance fees. Every 15 seconds, someone is injured in a traffic crash. If you're not buckled up, you could be thrown through a window, sent skidding onto the

pavement or be crushed under a vehicle in a crash. Someone is killed in a crash every 13 minutes. However, seat belts save over 11,000 lives each year, and they can help you maintain control of your car in a crash.

[Seat Belt Facts and Tips from the National Highway Traffic Safety Administration \(NHTSA\)](#) ↗

- [Top Five Things you Should Know About Seat Belts](#)
- [Pregnant Woman's Guide to Buckling Up](#)
- [Child Safety](#)
- [The Importance of Child Safety Seats](#)
- [Car Seats, Boosters and Seat Belt Safety](#)



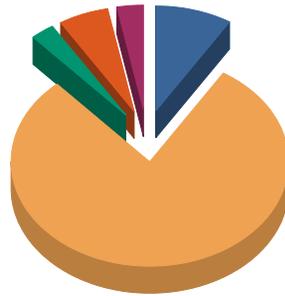
[National Click It or Ticket Campaign](#) ↗

Click It or Ticket (CIOT) is the most successful seat belt enforcement campaign ever, helping create the highest national seat belt usage rate of 84 percent. Coast to coast, day or night, the message is simple - *Click It or Ticket*.

FIRE DEPARTMENT / CAL FIRE:

Residential Structure Fire: On August 15th, CAL FIRE Riverside County Fire Department units were dispatched to a residential structure at Pedley Rd. and Sixth Street. Engine 47 arrived to find a single family home with a fire in the garage. Neighbors were removing 2 horses from a corral in the back yard. The fire was contained to the garage and roof. Neighbors discovered the fire and alerted the sleeping residents of the fire, there were no working smoke detectors in the house.

Response Activity – Norco



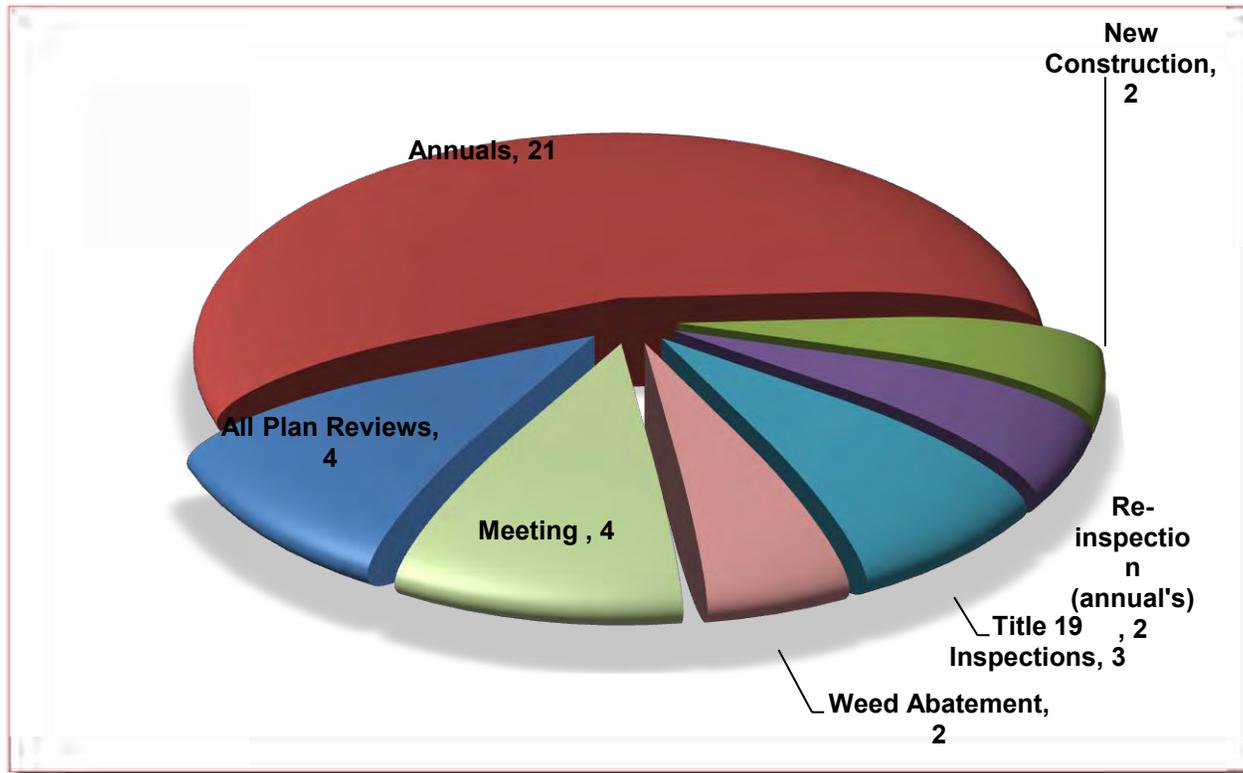
False Alarm	3	8.8%
Medical	27	79.4%
Public Service Assist	1	2.9%
Res Fire	2	5.9%
Traffic Collision	1	2.9%
Total:	34	100.0%

Incidents Reported for Date between 8/13/2015 and 8/19/2015 and Norco City

False Alarm	3
Medical	27
Public Service Assist	1
Res Fire	2
Traffic Collision	1
Incident Total:	34

Riverside County Fire - Norco	
Weekly Activity Report	
8/13/15 to 8/19/15	
	CITY
Activity Totals	Norco
Plan Reviews	TOTAL NORCO
All Plan Reviews	4
INSPECTIONS	Norco
Annuals	21
New Construction	2
Re-inspection (annual's)	2
Title 19 Inspections	3
Business License Review	
C of O's	
Weed Abatement	2
TOTAL	
MEETINGS & OTHER	Norco
Meeting	4
Training	
Special Inspections/Events	

Weekly Prevention Activity Report- Graph Summary





Current Wildland Fires

as of 08/20/2015 0800 Hours



Gasquet Complex ~ FRA
 Start: 08/03/2015
 20% Containment
 10,316 Acres

Nickowitz ~ FRA
 Start: 08/01/2015
 53% Containment
 3,866 Acres

River Complex ~ FRA
 Start: 07/30/2015
 22% Containment
 48,099 Acres

Route Complex ~ FRA
 Start: 07/30/2015
 37% Containment
 34,350 Acres

South Complex ~ FRA
 Start: 08/01/2015
 50% Containment
 22,767 Acres

Fork Complex ~ FRA
 Start: 07/30/2015
 60% Containment
 36,285 Acres

Horse ~ FRA
 Start: 08/18/2015
 10% Containment
 250 Acres

Mad River Complex ~ FRA
 Start: 07/30/2015
 65% Containment
 30,084 Acres

Eagle 2 ~ FRA
 Start: 08/12/2015
 90% Containment
 120 Acres

Jerusalem ~ SRA
 Start: 08/09/2015
 95% Containment
 25,118 Acres

Walker ~ FRA
 Start: 08/14/2015
 45% Containment
 3,715 Acres

Rough ~ FRA
 Start: 07/31/2015
 3% Containment
 32,414 Acres

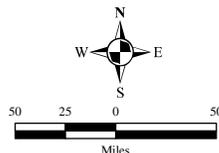
CABIN ~ FRA
 Start: 07/19/2015
 96% Containment
 6,940 Acres
 Sequoia National Forest

CUESTA ~ SRA
 Start: 08/16/2015
 20% Containment
 3,500 Acres

Cabin ~ FRA
 Start: 08/14/2015
 98% Containment
 1,723 Acres
 Angeles National Forest



 New Active Incident (1)
 Active Incidents (14)



Total of 15 incidents identified on map