



City Hall Weekly Highlights

September 3, 2015

To: Honorable Mayor and City Council Members

From: City Departments

CITY CLERK:

Election 2015: the Write-In Candidacy period begins Tuesday, September 8, 2015. Any qualifying person wishing to file as a write-in candidate may pick up nomination papers beginning on this date. Write-in candidates must file a Statement of Write-In Candidacy, nomination papers, and a Statement of Economic Interests, as well as other forms. Signatures and voter registration information on the nomination paper will be verified in the same manner as a regular nomination paper. Write-in candidates' names do **not** appear on the ballot or in the sample ballot pamphlet. The last day for write-in candidates to submit their nomination documents is October 20, 2015. For questions and additional information, please contact Cheryl Link, City Clerk at (951) 270-5617.

ECONOMIC DEVELOPMENT:

Hospitality: Staff is evaluating opportunities to promote Horsetown USA as a tourist destination at the Travel & Adventure Show, held annually in Long Beach in February. This event provides exposure to travel agents, tour companies and travel editors. Participation, whether in 2016 or 2017, would fit into the City's comprehensive hospitality strategy, and the relatively high cost of exhibition space could be shared with another destination or organization.

Business Development: Staff is working closely with real estate professionals listing the 2.17-acre parcel adjacent to Tractor Supply Company and the 1.78-acre parcel at the southeast corner of Fifth Street & Hamner Avenue, as both sites are attracting increased interest in the marketplace. Staff will meet with these agents and potential end-users at the upcoming International Council of Shopping Centers (ICSC) Western Regional Conference in San Diego, later this month.

FISCAL AND SUPPORT SERVICES:



IT Tech Earns Network+ Certification: Congratulations to IT Tech Chris Zaragoza for successfully completing the requirements necessary to become Network+ certified. This technology certification confirms that Chris has the skills needed to take on a pivotal role in building, managing, and protecting the critical asset that is the data network.

Bill Processing: Staff mailed out 1,906 utility bills to Group 4 customers. Staff mailed out 236 delinquent notices to Group 3 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 1 by Public Works notifying 97 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 17 new business license applications and 54 renewal Business license applications during the week. Staff processed a combined total of 1,884 cash receipts from the building counter, Parks and Recreation, utility customers and other miscellaneous accounts receivables totaling \$577,995.

Miscellaneous Accounts Receivable: A total of 11 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$15,812. 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:

USDA Food Distribution took place at the Rose M. Eldridge Senior Center on Wednesday, September 2, 2015. This program is free and offered on a first-come, first-served basis.

Lacrosse 101 8-week camp is scheduled to begin this Saturday, September 6, 2015.

Labor Day Parade: As a reminder, Sixth Street will be closed at Valley View Avenue instead of Sierra Avenue for the Labor Day Parade. This will alleviate backup of the off-ramps for the I-15 freeway and on the Sixth Street bridge over the freeway. The start point of the parade will be moved from Valley View Avenue to Corona Avenue.

George Ingalls Equestrian Event Center:

- George A. Ingalls Veteran's Memorial Plaza will be CLOSED during the Norco Fair starting September 3rd – September 7th and will reopen on Tuesday, September 8th from 10 a.m.- dusk.
- Community Barrel Racing was held Thursday, August 27^h and will resume after the Norco Fair on Thursday, September 10th
- Modjeska Mavericks Gymkhana Show is scheduled September 12th at Clark Arena
- Open Recreation riding will resume at the Clark Arena M-T, September 14th - 15th.

**Don't forget the Norco Fair
this Labor Day Weekend**



Landscape Maintenance Districts:

- Drove District 2 to measure interior parkway for square feet.
- Pulled 1000 feet of horse trail fence on VanderMolen.

Parks:

- Cleaned up from the rodeo. Pressure washed the bleachers after the rodeo.
- Helped set up for the Norco Fair.
- Took down north and south end of Clark arena.
- Repaired the fence at the Community Center pool area.
- Replaced small walk through gate at playground area at Parmenter Park.

Buildings:

- Sprayed buildings against ants. (Office trailer, storage room, restrooms Ingalls Park.
- Cleaned Veterans Memorial.
- Fixed stage lights Nellie Weaver Hall.

Animal Control Services:

- Staff prepared 609 invoices for October licensing.
- Staff licensed 432 dogs during the month of August, an 11% increase over August 2014.

PUBLIC WORKS DEPARTMENT:

Water Meter Leaks: 4

Service Line Repairs:

- 3620 Temescal – replaced leaking ¾” curb stop, also placed meter re-setter, new box and lid.
- 248 East Street – hand excavated and repaired leaking 1” poly service line
- 1235 Third Street – On Friday, August 28th on-call staff members were dispatched to a report of a leaking water service within the Third Street project zone. Upon arrival staff discovered and aged and corroded service line had snapped at a coupling that joins copper tubing to galvanized service pipe. Since this service line is scheduled to be relocated and replaced as part of the contract, staff executed an emergency temporary repair to the service line by “jumping” transition couplers into place while under pressure halting the leaking water and restoring service to the affected resident.
- 4042 Mt Ingalls – vacuum excavated and repaired leaking 1” poly service line
- 4559 Temescal – relocated water service and meter box outside fence line
- 1369 Third Street – vacuum excavated and replaced copper sealing gasket on leaking corporation stop
- 4200 Corona Avenue – replaced aged and badly corroded 2” galvanized service with new 2” type M copper tube and brass fittings

Main Line Repairs:

- 4200 Corona Avenue – replaced five feet of 6” water main and custom welded new 3,000 lbs weld coupling.
- 1270 Third Street -- Installed new 6” mainline isolation valve

Notified Water Shutdown:

- Third Street between Valley View and Corona – shutdown for replacement of 16 feet of damaged mainline, and installation of new mainline isolation valve.

Hydrant Maintenance:

- 2440 Reservoir – replaced damaged wet barrel hydrant assembly.
- Valves exercised – 9
- Hydrants flushed – 3

Potable Water Production Site Maintenance and Repair:

- Well 14 -- Cleaned chlorine system ejector nozzle and replaced regulator assembly
- Well 13 – cleaned and resealed electric solenoid and needle valve on drip oiler for deep well turbine assembly.
- Well 14 – cleaned needle valve and electric solenoid on drip oiler.

Drains

- Cleared mud and weeds from the face of the catch basin on Buckskin at California
- 4531 California – cleared entrances to under driveway drainage tubes.

Reclaimed Water System: Zurn/Wilkins Valve Company has agreed to supply the City of Norco with a 6” pressure relief valve free of charge for our reclaimed water system. In exchange for this considerable enhancement to the protection of our reclaimed system, the Zurn/Wilkins Company has asked that our certified Distribution Operators evaluate the valve in operational conditions and provide feedback to the company for potential improvements or modifications to future product lines. This automatic pressure sustaining/pressure relief valve will be installed on the spur that feeds Lake Norconian and will serve as protection from over pressurization of the reclaimed water mainline.

Collection system (Sewers):

- Pump Stations
 - Cleared weeds and debris from around the Parkridge sewage pumping station, within the fenced area at the West sewage pumping station, and around the East sewage pump station
 - Cleared blockage of flushable wipes and re-primed the Corona lift station.

Graffiti/Debris Sites:

- Picked up dumped king size mattress from the side of the road at 3600 Norconian
- Picked up “storage tote” full of various trash dumped on the road edge at 4000 Bluff Street
- Cleared sand from the intersection at Corona and Fifth

DG/Misc Aggregate:

- 1080 River Drive – dumped and spread 2 tons DG

Cal Fire Inmate Crews:

- CalFire crews have been busy clearing large amounts of weeds and debris from the settling basin on Hamner at Citrus. Western Waste has been swapping 40 yard dumpsters full of vegetative materials as quickly as the CalFire crews can hand cut the material and load it into the dumpsters.
- CalFire crews cleared the horse trail and parkway area on Parkridge between Western and Second Street of weeds and tree overgrowth.

Trees:

- 660 Seventh – Field Operations staff responded to a report of a large broken limb blocking the street. Staff removed the large limb and restored normal traffic flow. As a result of the unbalanced condition of the tree following the unanticipated limb drop the tree has been scheduled for urgent removal



- On Friday, August 28th on-call staff members were dispatched to a downed tree blocking the road that had also torn down telephone and cable TV lines at 2563 Hillside Avenue. The privately owned tree was blocking both lanes of Hillside Avenue at Echo Hill. Staff removed the damaged wires, and cleared the downed limb from the roadway restoring traffic flow.

Potholes:

- 1080 River Drive – filled various potholes

Trail Fence:

- 2398 Mountain Avenue - Replaced fencing damaged by traffic collision. 2 posts, 4 rails

Special Projects:

- Cleaning of trail and parkway area on Sixth Street continues with the aid of the Sheriff's court services workers. Both sides of the entire street from Sierra to Crestview will be completed before the parade.
- On Friday, August 28th Field Operations staff received notification of damaged chain link fencing at the end Mountain Avenue where the road dead ends into the Norco College resulting from a high speed pursuit. Staff temporarily straightened the fence posts and placed barricades with reflective signs to delineate the end of the roadway and warn oncoming drivers. The fencing is part of the perimeter security of the Norco College. The college maintenance staff was notified of the damage and they will be coordinating the repairs.

PLANNING DEPARTMENT AND BUILDING DIVISION:

Planning:

Approved Special Events:

9-2 to 10-7: Advertising banner for annual trail ride (Riverside Rec. Trails)

Site Plan Applications:

1

(1 residential)

Application Fees Collected:

\$ 487.72

Other Activity:

- Met with the owner of an existing restaurant about the options for outdoor seating.

Building Division:

Permit Applications:	12	(2 commercial, 10 residential)
Building Permits Issued:	8	(1 commercial, 7 residential)
Valuation of Construction:		\$ 593,037.97
Building Fees Collected:		\$ 5,587.43
Field Inspection:	38	
Stop Work Notices:	0	
Occupancy Permits Issued:	0	
Sewer Permits:	0	
Estimated sewer flow:		0
Capacity Fees collected:		0
Connection Fees collected:		0

Code Enforcement:

2015 Total Cases:	225
Open Cases:	88
New Cases:	6
Cites Issued:	4
Closed Cases:	4
Yard Sale Sign Removal:	18

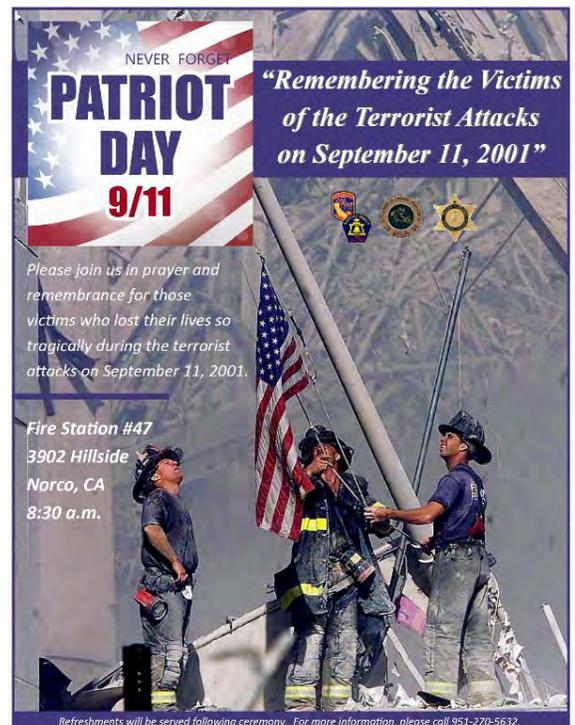
Other Activity:

- Follow-up joint inspection with Animal Control regarding animal violations at a property on Valley View Avenue.

NORCO SHERIFF'S DEPARTMENT:

Patriot Day 9/11: Join your local first responders with remembering the victims of the terrorist attacks on September 11, 2001. The event will be hosted by the City of Norco, the Norco Sheriff's Office, and CAL-FIRE (Norco Battalion). The event will take place in the City of Norco, at Fire Station #47, located at 3902 Hillside. This event is open to the public and the ceremony starts promptly at 8:30 a.m. Refreshments will be provided.

Traffic Enforcement: Recent collision data has shown a strong increase with traffic collisions on Hamner Avenue, throughout the City of Norco. In an effort to increase public safety and reduce traffic collisions, the Norco Sheriff's Office has concentrated recent traffic operations to the impacted areas. On Friday, August 28, the Norco Sheriff's Office conducted a traffic enforcement program at several



different locations on Hamner Avenue. The operation resulted in the issuance of (36) citations for speeding, distracted driving (cell phone), blocking intersections, and stop sign violations. Future operations are being planned.

DUI Checkpoint Results: *DUI/ Driver's License Checkpoint Nets 2 DUI Arrests.* The Riverside County Sheriff's Department/Jurupa Valley Station/Norco Office conducted a DUI/Driver's License checkpoint on August 29, 2015, at Hidden Valley Parkway and Corona Avenue, between the hours of 8:00 p.m. and 3:00 a.m. Checkpoints are placed in locations that have the greatest opportunity for achieving drunk and drugged driver deterrence and provide the greatest safety for officers and the public.

DUI/Driver's License checkpoints have been shown to lower DUI deaths and injuries. A major component of these checkpoints are the deterrent effects it has on those who might drive drunk or drug impaired, bringing about more awareness and encouraging everyone to use sober designated drivers. According to the National Highway Traffic Safety Administration (NHTSA), checkpoints have provided the most effective documented results of any of the DUI enforcement strategies, while also yielding considerable cost savings of \$6 for every \$1 spent. Ninety Percent of California drivers approve of checkpoints.

Checkpoint results:

- 728 Vehicles through the checkpoint
- 714 Vehicles screened
- 2 DUI suspects arrested
- 10 Drivers arrested for operating a vehicle unlicensed
- 3 Drivers arrested for operating a vehicle on a suspended license
- 3 Miscellaneous vehicle code violations
- 3 Misdemeanor warrant arrests
- 6 Vehicles towed

The Riverside County Sheriff's Department/Jurupa Valley Station/Norco Office will be conducting additional DUI/Driver's License Checkpoint throughout the year, in our ongoing commitment to lowering deaths and injuries upon our streets and highways. The checkpoint was funded by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration. Report Drunk Drivers - Call 9-1-1!



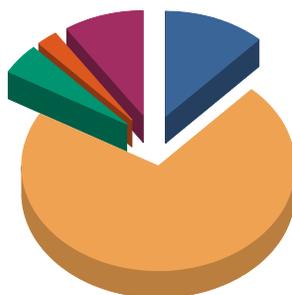
FIRE DEPARTMENT / CAL FIRE:

EMS Monthly Billings	
<i>Month</i>	<i># of persons billed</i>
July	3
August	5

EMS Billing for August was completed and 5 non-subscribers have been billed for August 2015.

Hydrant Testing: Fire Personnel were able to test 7 hydrants, all hydrants were fully operational.

**Response Activity – Norco
8/27/15 to 9/2/15**



False Alarm	5	11.9%
Medical	30	71.4%
Public Service Assist	2	4.8%
Standby	1	2.4%
Traffic Collision	4	9.5%
Total:	42	100.0%

Incidents Reported for Date between 8/27/2015 and 9/2/2015 and Norco City

False Alarm	5
Medical	30
Public Service Assist	2
Standby	1
Traffic Collision	4
Incident Total:	42

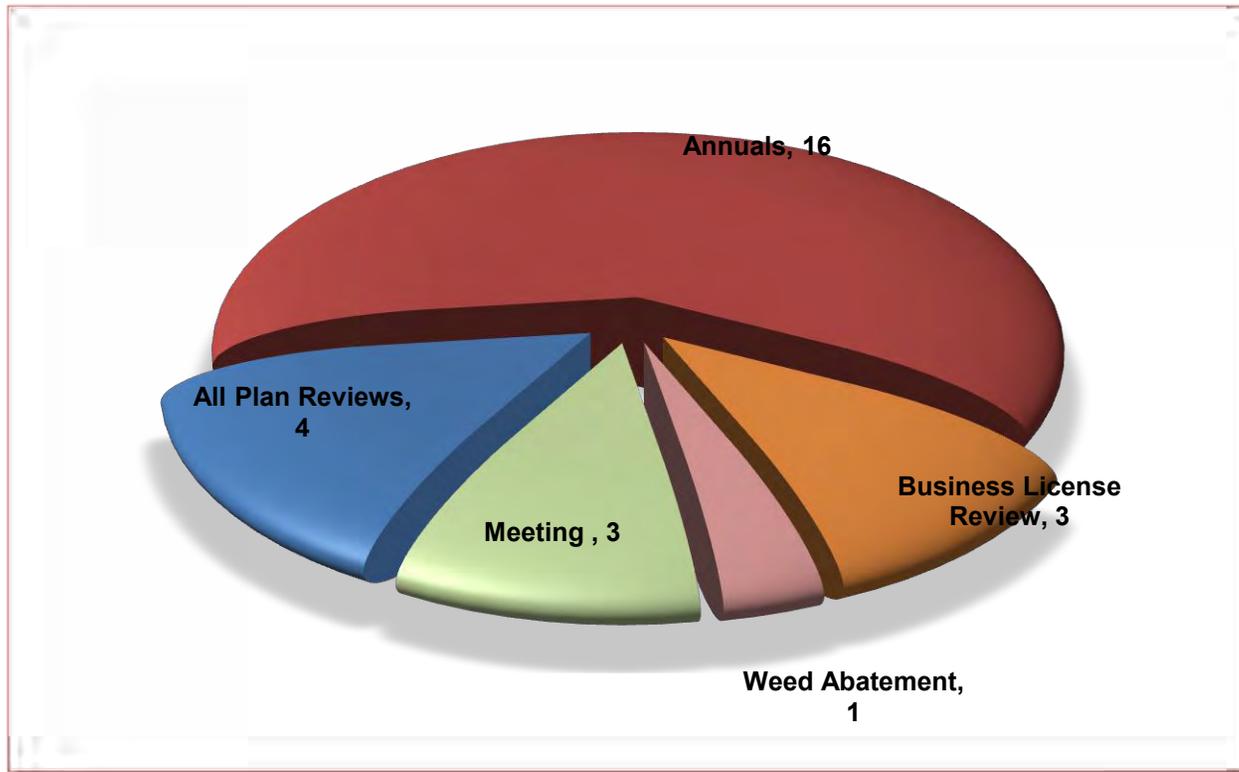
Riverside County Fire - Norco

Weekly Activity Report

8/27/15 - 9/2/15

	CITY
Activity Totals	Norco
Plan Reviews	TOTAL NORCO
All Plan Reviews	4
INSPECTIONS	Norco
Annuals	16
New Construction	
Re-inspection (annual's)	
Title 19 Inspections	
Business License Review	3
C of O's	
Weed Abatement	1
TOTAL	
MEETINGS & OTHER	Norco
Meeting	3
Training	
Special Inspections/Events	

Weekly Prevention Activity Report- Graph Summary



CITY OF NORCO

PLAN. PREPARE. PREVENT.



During each rainy season and with the potential for a strong El Niño event to occur this winter, sandbags are available to Norco residents for flood control purposes only. Homes can be protected by redirecting the water flow using sandbag walls to divert water and mud flows.

Each Norco Fire Station will have 1,000 sandbags on hand for distribution for Norco residents. Listed below are the Fire Station locations:

***Station #47: 3902 Hillside Avenue (951) 737-1479**

*(*Station #47 will also have available to Norco residents a pile of sand material for filling sandbags during predicated rain periods.)*

Station #57: 3367 Corydon Avenue (951) 735-3921

Station #14: 1511 Hamner Avenue (951) 737-5541

Sandbags will be replenished as necessary.

PLAN. PREPARE. PREVENT.

SANDBAGS WILL BE DISTRIBUTED AS FOLLOWS:

All parties requesting sandbags at any one of our fire stations will need to show proof of residency through a utility bill or valid California Driver's License/Identification Card.

Sandbags will be issued in rolls of 20 at no cost to residents. Requesting parties are to identify the type of task they intend to perform to allow fire station staff to evaluate the situation and to determine if the number of sandbags requested is reasonable.

As a reminder, preparedness efforts are the responsibility of the property owner. Request for sandbags for purposes other than flood control may be denied and those persons shall be referred to local businesses who sell sandbags.

For additional information, please call Fire Administration at (951) 737-8097 Monday-Thursday from 10am-2pm.