



# City Hall Weekly Highlights

## October 8, 2015

---

To: Honorable Mayor and City Council Members

From: City Departments

### CITY MANAGER:

**Water Conservation Matters:** The City is continuing to make progress towards meeting the State's mandated water conservation target. For the last five months beginning from May and ending September 2015, the City has achieved average water use reduction of 29% compared to the same period in 2013. The preliminary reduction number for the most recent reporting month (September) was 33%. The State's target reduction is 25% while the City's ultimate target is 36%. The City is working in various ways to meet the City's mandated conservation targets.

**Non-Potable Water Use:** The City has begun using non-potable water to irrigate some public medians and parks. Currently, Fifth Street median and Neil Snipes Park are being irrigated with non-potable water. Retrofit and other work necessary to convert Pikes Peak and Wayne Makin/Shearer Sports complex to non-potable irrigation water are nearly complete.

**Reclaimed Water:** The City's goal is to irrigate all public parks, medians, parkways and private landscapes where feasible with reclaimed water. Unfortunately, the City's reclaimed water project has been delayed due to protest to the Application for Change Petition to divert wastewater from the sewer treatment plant away from the Santa Ana River to reclaimed water project for irrigation uses. The Change Petition Application which was filed in 2012 by Western Municipal Water District on behalf of the member agencies of Western Riverside County Regional Wastewater Authority (WRCRWA) was protested by Orange County Water District, California Department of Fish and Wildlife and the US Fish and Wildlife Service. Based on information provided by Western Municipal Water District during a meeting with City Manager and staff this week, these protests are expected to be resolved within the next six months. Resolution of these protests is critical to the City's ability to complete its reclaimed water project and to meeting the State's mandated water conservation target.

**North Drive and Crestview Traffic Studies and Calming Measures:** The initial traffic study planned for North Drive has been expanded to include Crestview. The City Engineer is working with On-Call Traffic Engineer (Albert Grover) to undertake this study. This study which is expected to be complete in 30 days is necessary in order to determine the appropriate traffic calming measures that will be implemented for these streets. In the interim, speed feedback traffic signs have been ordered and will be placed to slow down traffic.

**Town Hall Meeting:** The next Town Hall meeting has been scheduled to take place on Monday, October 26, 2015 at Nellie Weaver Hall. This Town Hall Meeting will be hosted by the Lake Norconian Club Foundation and the starting time will be 6:30 PM. In addition to presentations by invited guests, the City will be presenting information on our efforts and progress towards implementing the FY 2015-2016 Capital Improvement Projects. Additional information will be presented on how residents and businesses can help prevent crime in the community and also to be better prepared to deal with the potential impacts from the predicted El Nino weather conditions this rainy season.

— A QUARTERLY EVENT —

NORCO COMMUNITY  
**TOWN HALL**  
M E E T I N G

**MONDAY** **OCT. 26**  
6:30 P.M.  
NELLIE WEAVER HALL  
3737 CRESTVIEW DRIVE

**B E I N F O R M E D**

Hear updates from City staff, regional agencies, community organizations and more! Residents will be allowed to ask questions as time allows after each presentation. Town Hall Meetings will be hosted by various community organizations.

\*Doors open at 6 P.M.

HOSTED BY:



**Emergency Operations Center (EOC) Ready to Go:** This week our Information Technology staff were busy equipping the City's EOC with the latest technology to enable the City to operate from the EOC at Fire Station on Hillside in cases of emergencies. IT staff installed a smart board that can provide information via GIS from onsite locations to the EOC room. The EOC has also been equipped with teleconferencing equipment, projectors and laptop computers with connections to City network and internet. Several staff members will be participating in EOC training next Thursday to gain hands-on experience on the use of this equipment.

### **CITY CLERK:**

**Election Update:** October 19, 2015 is the last day to register to vote for the November 3, 2015 election. You may register to vote if you meet the following criteria:

- You are a United States citizen
- You are a resident of California
- You are at least 18 years of age (or will be by the date of the next election)
- You are not in prison or on parole for conviction of a felony
- You have not been judged by a court to be mentally incompetent to register and vote

If you've moved, changed your name (due to marriage or court order) or if you wish to change your political party affiliation, you must re-register.

If you are registered in the County of Riverside, and have moved without updating your voter registration record, please call the Registrar of Voters office immediately for assistance with the necessary procedure for updating your record and provide you with instructions on where you will vote. For more information please call (951) 486-7200.

Voter Registration forms are available at the following locations:

- City Clerk's Office
- Senior Center
- Post Office
- Library
- Department of Motor Vehicles
- County Offices



You may call the City Clerk's Office at (951) 270-5623 if you have any questions. Or click on this link <http://registertovote.ca.gov/> for online voter registration.

### **ECONOMIC DEVELOPMENT:**

**Chamber of Commerce:** Staff met with representatives from the Norco Area Chamber of Commerce & Visitors Center to negotiate terms of the renewal of the Chamber's lease at the Norco Library building. The Chamber and the City share many of the same interests, as both organizations are dedicated to maintaining a vibrant local business community. Therefore, further collaboration was a strong theme of conversation at this meeting.

**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, who is preparing for consideration of a rezoning request at the October 28 Planning Commission meeting.

In the meantime, staff is meeting with representatives of potential end-users for the site, which will be permanently closed off from Corona Avenue.

**EDAC:** Members of Economic Development Advisory Council (EDAC) have begun interviewing merchants to determine the economic impact of SilverLakes Equestrian & Sports Park on local establishments during the first four weekends of the facility's operation. This survey will assist the City of Norco in its future planning efforts, as well as help local businesspeople make informed decisions on staffing, hours of operation and inventory to accommodate future demand. A summary of survey results will be made public in November.

**Sixth Street Gateway Sign:** Advertising is selling briskly for the new Sixth Street Gateway Sign, which is completing its first week in operation. So far, there has been strong interest from community nonprofits and local merchants. Within the next 60 days, staff will update the City Council on the sign's finances and make any necessary adjustments to policies and procedures. Interested advertisers may contact the sign's marketing director, Diana McGrew, at 951-805-5995 or [norcogatewaysign@gmail.com](mailto:norcogatewaysign@gmail.com)

### **FISCAL AND SUPPORT SERVICES:**

**Bill Processing:** Staff mailed out 1,918 utility bills to Group 4 customers. Staff also mailed out 205 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 79 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; 3 customer's water services were restored and 1 remained shut off.

**Business License and Cash Receipts:** There were 13 new business license applications and 14 renewal Business license applications during the week. Staff processed a combined total of 1,652 cash receipts from the building counter, Parks and Recreation, utility customers and other miscellaneous accounts receivables totaling \$504,129.

**Miscellaneous Accounts Receivable:** A total of 22 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$16,433. 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:**

**The Youth Sports Advisory Committee** held its quarterly meeting on Tuesday, October 6, 2015. Staff, along with Parks and Recreation Sub-Committee Member Boyle and representatives from Norco Little League (NLL), Norco Girls Softball (NGSL), American Youth Soccer Organization (AYSO), and Norco Junior All-American Football (NJAAF), discussed items pertaining to their leagues permits, provided updates of their seasons and addresses any issues related to their uses needing attention. These meetings are beneficial for successful communication between the City and all joint users of facilities.

**Parade of Lights Sub-Committee** met on Tuesday, October 06, 2015. Staff and Committee Members are finalizing parade application and marketing material for distribution. Most critical to the Committee is securing needed funds to support this event. If you or your business would like to sponsor the Horsetown Parade of Lights and Winter Festival, please contact the Department of Parks, Recreation and Community Services at 951-270-5632 or email [manglin@ci.norco.ca.us](mailto:manglin@ci.norco.ca.us)

**Youth Basketball:** Registrations are being accepted for the upcoming youth basketball season. Pee Wee/Instructional registration ends October 12, 2015. Boys and Girls Divisional registration ends November 5, 2015. Volunteer coaches are also needed. If you would like to coach in the upcoming league, please contact Janna Noyes at 951-270-5635.

**Adult Basketball:** A new Fall adult basketball league began on Thursday, October 8, 2015. Currently there are nine teams registered.

**Senior Services:** STAR Meeting took place on Wednesday, October 7, 2015. USDA Food distribution was held on Wednesday, October 7, 2015. Seniors on the Move took a trip to Pechanga Casino on Wednesday, October 7, 2015.

Seniors and Pets Breakfast and Bingo will be held on Saturday, October 10, 2015 from 9am-12pm. A Flu Shot Clinic is scheduled for Tuesday, October 13, 2015 at 10am. Inoculations are free and are first come, first served. This clinic is sponsored by Norco Medical Group.

**Youth Programming:** Wee People had special visitors from Cal FIRE during Fire Safety Week at each of the M/W/F and T/TH classes. Activities and crafts included fireman hats, fire trucks and learning about 911. Thank you to our brave (and fun) firefighters!



### **George Ingalls Equestrian Event Center**

- Volunteers and staff reinstalled the Clark arena perimeter arena panel fencing, groomed arena after removal of 80 box stalls, returned electrical, cleaned and groomed all arenas and grounds after Draft Horse event.
- Staff weeded and groomed the slope in front of Gate 1.
- George A. Ingalls Veteran's Memorial Plaza is OPEN daily from 10 a.m. - dusk.
- Open Recreational Riding resumed Tuesday, October 6th from 10AM – 3 PM at Clark arena.
- Modjeska Mavericks Gymkhana Horse Show is scheduled Saturday, October 10<sup>th</sup>
- Private Wedding at Nellie Weaver Hall on Saturday, October 10<sup>th</sup>
- Staff secured a private event reservations for Saturday, December 19, 2015 and Retirement party on May 7<sup>th</sup> and Wedding on July 16<sup>th</sup> in 2016.
- Staff is working with the National Barrel Horse Association, DOWNUNDER Horsemanship Tour with Clinton Anderson and California Mounted Officers Association training for multiple day events in in May, June and December 2016.



### **Parks and Building Maintenance Services**

#### **Buildings:**

- Riley Gym staff cleaned up at the back side trash around the dumpster.
- Repaired chain link fence at the pool again.
- Met with IT staff and the Fire Chief at Station 47 to pull wire for WIFI.
- Staff, with the assistance of HAVC contractor, corrected return air exchange in the Planning and Engineer departments.

#### **Parks:**

- Staff is working Public Works on the non-potable/reclaim water tie-in and working with the contractor to complete the retrofit.
- Removed old broken seats from picnic tables at Ted Brooks Park and replaced them with new stained seats.



**Building Division:**

Permit Applications Submitted:	12	(3 commercial, 9 residential)
Building Permits Issued:	24	(7 commercial, 17 residential)
Valuation of Construction:		\$ 703,980.14
Building Fees Collected:		\$ 17,925.46
Field Inspections:	47	
Stop Work Notices:	1	
Occupancy Permits Issued:	0	
Sewer Permits:	0	

**Code Enforcement:**

2015 Total Cases:	268
Open Cases:	107
New Cases:	5
Citations Issued:	6
Closed Cases:	4
Yard Sale Sign Removal:	26

**NORCO SHERIFF'S DEPARTMENT:**

**Norco Sheriff's Deputies Visit Turning Pointe Christian School:** Last week, Deputies Ignacio Robles and Cynthia Lewis paid a special visit to the amazing students at the Turning Pointe Christian School, in the City of Norco. They spent time answering questions about the job of a deputy sheriff and the public safety services we provide to the City of Norco. The deputies were excited to meet all the students and were happy to make some new friends! Thank you Turning Pointe Christian students for your hospitality.



**Norco Sheriff's Office to Host Norco Business Owner and Manager Information Meeting:** On Thursday, October 29, the Norco Sheriff's Office will be hosting the inaugural Norco Business Owner and Manager Information Meeting. The overall goal of this meeting is to develop working relationships between the Norco Sheriff's Office and city businesses to help reduce crime in the community. Conversation topics will include crime prevention techniques, crime prevention through environmental design, and technology to help better secure businesses. The meeting is open to all Norco businesses and will take place at the Nellie Weaver Hall, located at 3737 Crestview Drive, Norco. Refreshments will be provided. For additional information, please contact Deputies Ghiliotty or Robles as (951) 270-5673. We look forward to seeing you there!

**Norco Business Owners' Information Meeting**

*Obtain information to help combat and prevent crime at a business.*

**October 29, 2015 at 11:00 a.m.**

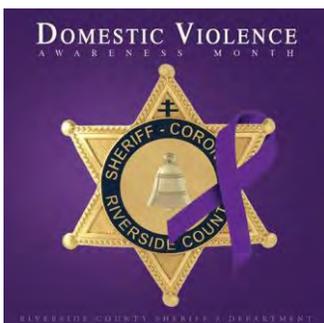
FREE! Nellie Weaver Hall located at 3737 Crestview Dr., Norco, CA 92860

**STOP  
CRIME**

In addition to the following topics, this is an opportunity to work together to reduce crime in the community.

- Meet your local Sheriff Department partners
- Crime prevention techniques for businesses
- Crime prevention through environmental design
- Technology to help secure a business
- Enhancing partnerships to better combat crime

Presented by the Riverside Sheriff's Department/Norco Office.  
For information, contact Deputy Ghiliotty or Deputy Robles (951) 270-5673.



**October is Domestic Violence Awareness Month:** Nearly 1 in 4 women and 1 in 7 men will be a victim of domestic violence in their lifetime. Let's work together to bring awareness and end the violence. For more information and local resources, please visit:

<http://riverside.courts.ca.gov/selfhelp/domesticviolence.shtml>

**FIRE DEPARTMENT / CAL FIRE:**

**MDA Fill the Boot Campaign:** On 10/2/15 and 10/3/15 Firefighters from Station 47, 57, & 14 hit the streets to seek donations for the MDA Fill the Boot Campaign and raised more than \$8000.00!!

**EMS billing** was completed and 5 people were billed for EMS fees for the month of September.



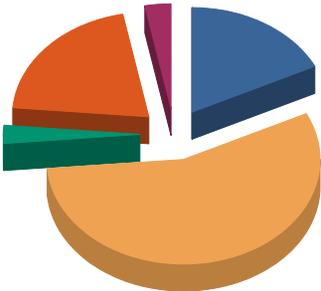
EMS Monthly Billings	
Month	# of persons billed
July	3
August	5
September	5

**Wee People Playschool Visit:** Engine Crew 47 visited Norco’s Wee People Play School. The Crew spoke to the kids about fire safety and showed the engine.



**CERT TRAINING:** If you plan on attending the CERT Training in Jurupa Valley on October 16, 17 & 18, please contact Captain Wetherholt at 951.735.3921 or [Scott.Wetherholt@fire.ca.gov](mailto:Scott.Wetherholt@fire.ca.gov) once you have **completed the course** if you wish to be a part of the City of Norco CERT Team.

## Response Activity



False Alarm	6	17.6%
Medical	19	55.9%
Standby	1	2.9%
Traffic Collision	7	20.6%
Vehicle Fire	1	2.9%
<b>Total:</b>	<b>34</b>	<b>100.0%</b>

### Incidents Reported for Date between 10/1/2015 and 10/7/2015 and Norco City

False Alarm	6
Medical	19
Standby	1
Traffic Collision	7
Vehicle Fire	1
<b>Incident Total:</b>	<b>34</b>

# Riverside County Fire - Norco

## Weekly Activity Report

10/1/15 to 10/7/15

	CITY
Activity Totals	Norco
Plan Reviews	TOTAL NORCO
All Plan Reviews	5
<b>INSPECTIONS</b>	<b>Norco</b>
Annuals	
New Construction	1
Re-inspections	1
Title 19 Inspections	2
Business License Review	
C of O's	4
Weed Abatement	
<b>TOTAL</b>	
<b>MEETINGS &amp; OTHER</b>	<b>Norco</b>
Meeting	5
Training	1
Special Inspections/Events	

## Weekly Prevention Activity Report- Graph Summary

