



**CITY OF NORCO
CITY COUNCIL REGULAR MEETING MINUTES**

**Wednesday, October 21, 2015
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 7:03 p.m.

ROLL CALL: Herb Higgins, Mayor, **Present**
Kevin Bash, Mayor Pro Tem, **Present**
Kathy Azevedo, Council Member, **Present**
Berwin Hanna, Council Member, **Present**
Greg Newton, Council Member, **Present**

PLEDGE OF ALLEGIANCE: Mayor Herb Higgins

INVOCATION: Pastor Vernie Fletcher, Grace Fellowship Church

PROCLAMATION: Red Ribbon Week - *"Respect Yourself. Be Drug Free."* October 23-31, 2015

Council Member Kathy Azevedo presented the Red Ribbon Week proclamation to the Corona-Norco Unified School District. A Norco Intermediate student commented on the Fall Festival taking place at Promenade Park on Sunday, October 25, 2015 from 12:00 – 4:00 p.m.

PRESENTATION: Assembly Member Eric Linder – Overview of Assembly Bill 794, Criminal Acts Against Law Enforcement Animals

Assembly Member Eric Linder gave a brief summary of Assembly Bill 794 regarding law enforcement volunteer horse protections. Assembly Member Linder thanked Mr. Rick Wagner for his assistance with AB 794 and presented the California Mounted Officers Association with a certificate of appreciation for their sponsorship of AB 794.

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

1. CITY COUNCIL COMMUNICATIONS / REPORTS ON REGIONAL BOARDS AND COMMISSIONS:

Mayor Pro Tem Bash:

- Met with the Chief of Staff of Congressman Takano's office along with the City's Historic Resources Consultant Bill Wilkman regarding historic resources issues on the Navy base.
- Participated in Principal for a Day at Riverview Elementary and asked the Council to consider supporting an FFA program at the school.

Council Member Hanna:

- Riverside County Transportation Commission has resumed construction on the 91 freeway after the partial bridge collapse. Friday, October 23 through the morning of Monday, October 26, Main Street between Grand Avenue and Fourth Street will be closed.
- Consulted with Vector Control regarding West Nile Virus. Riverside County is second in the state for the number of West Nile Virus cases. Measures are being taken at Wayne Makin to help prevent mosquitoes. City staff has turned off the irrigation at Wayne Makin and Vector Control has set out traps and treated the area.

Council Member Newton:

- Attended the Chino Basin Desalter Authority Board of Directors meeting last week and reviewed total projects, completed and pending.

Council Member Azevedo:

- As Chairperson of the Parade of Lights and Winter Festival, commented that there are openings for entertainment and encouraged interested persons to apply.
- Commented on the FFA Department, which has been nominated for one of the top 10 programs in the country.

Mayor Higgins:

- No report given

2. CITY COUNCIL CONSENT ITEMS:

Mayor Pro Tem Bash pulled item 2.E. and Council Member Newton pulled 2.F.

M/S AZEVEDO/BASH to approve the remaining Consent Calendar items as recommended. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- A. City Council Regular Meeting Minutes of October 7, 2015. **Action: Approved the City Council regular meeting minutes.** (City Clerk)
- B. Procedural Step to Approve Ordinance after Reading of Title Only. **Action: Approved** (City Clerk)
- C. Acceptance of Proposals and Award of Contract for Sanitary Sewer and Storm Drain Maintenance Services. **Action: Accepted proposals and awarded the Sanitary Sewer and Storm Drain Maintenance Services Contract to Innerline Engineering located in Murrieta, California in an amount not to exceed \$100,000, and authorized the City Manager the option to extend the agreement for one year.** (Deputy City Manager)

- D. Acceptance of Proposal and Award of Contract for Street Sweeping Services. **Action: Accepted the proposal submitted for Street Sweeping Services, awarded the contract to Clean Street located in Gardena, California, authorized the City Manager to execute the contract in the amount not to exceed \$25,000, and authorized the City Manager the option to extend the agreement for one year.** (Deputy City Manager)
- E. Quarterly Investment Report for Quarter Ended September 30, 2015. **Pulled for Discussion.** (Finance Officer)
- F. Acceptance of Proposals and Award of Contract for Building and Safety Division Plan Check Services. **Pulled for Discussion.** (Planning Director)

3. ITEM(S) PULLED FROM CITY COUNCIL CONSENT CALENDAR

- 2.E. Quarterly Investment Report for Quarter Ended September 30, 2015.

Mayor Pro Tem Bash Bash pulled the item to ask that the Finance Officer provide more detail. Finance Officer Schuchard indicated that she would detail the report during the budget to actual report later on the agenda.

M/S BASH/HANNA to receive and file the Quarterly Investment Report for the Quarter Ended September 30, 2015. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

- 2.F. Acceptance of Proposals and Award of Contract for Building and Safety Division Plan Check Services.

Council Member Newton commented that with the recent changes that have been made to make the Building and Safety Division more efficient, he asked if the proposal contains the changes. In response, Director King stated that the proposal included the changes that would eliminate steps upon submittal and would make for a more efficient process.

M/S BASH/NEWTON to accept proposals and award the contract for Plan Check Services to Willdan located in San Bernardino, California, and Bureau Veritas located in Costa Mesa and San Diego, California. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

4. PUBLIC COMMENTS:

Pat Hedges expressed concerns she has had with Animal Control and Code Enforcement over the past eight months. Ms. Hedges commented on a complaint she filed regarding her neighbor having an excessive number of horses and that she did not hear back from Code Enforcement in a timely manner. The complaint process did not work well. Ms. Hedges also commented that two weeks later, Animal Control came to her home regarding excessive dogs and an unlicensed dog. Animal Control visited her a second time regarding the dogs and a dispute regarding paperwork. Ms. Hedges said she feels this was retaliation and asked the City Council to look into the issue.

Pat Overstreet invited all to attend the RURAL meeting on Thursday, October 22 at Sixth Street Deli at 7:00 p.m. RJ Brandes will be the principal speaker regarding Silverlakes. Ms. Overstreet also commented on the Norco Community Town Hall meeting scheduled on October 26 at 6:30 p.m. at Nellie Weaver Hall and hosted by Lake Norconian Club Foundation.

Ted Hoffman invited the Council and community to the Norco Horsemen's Association Kids and Family Obstacle Course and Equestrian Playdate event Saturday, October 24 at Ingalls Park.

Glenn Hedges commented that he met with City Manager Okoro to discuss a \$2,500 donation to the City for horse trail maintenance. Mr. Hedges also commented that he attended the Streets, Trails and Utilities Commission in October and complimented the Deputy City Manager for the changes he is implementing with the Commission and the work being done around the City. Mr. Hedges also stated that Norco Horsemen's Association is now helping with trail maintenance and to-date has replaced 60-70 feet of fencing over the past two weekends. He said he looks forward to a continued partnership with the City.

Lisa Campbell commented that she has been meeting with business owners regarding the permitting process and commented on an issue with Ms. Adriana Santamaria. In 2012, Ms. Santamaria bought two properties – Dick's Radiator Shop and the property at the northwest corner of Seventh Street and California Avenue. Ms. Santamaria has been trying to get permits for a deli for the property at Seventh and California. There has been three years of corrections. Ms. Campbell also commented on concerns with Dick's Radiator Shop and referenced Conditional Use Permit 77-13 regarding non-conforming status. Ms. Campbell requested assistance for Ms. Santamaria.

Adriana Santamaria expressed that she does not understand why the City does not allow such businesses and asked for assistance.

Ray Trosper commented on the 21 Seconds Now Program and presented the Council with a plaque in appreciation of their support and for the City of Norco being the first City in the United States to adopt a resolution supporting and implementing the program.

Richard Hallam commented on studies that predict an 85% chance of an 5.8 earthquake or stronger in the next few years. Mr. Hallam indicated that CalFire has reinstated the CERT

program and that there are approximately 60 members that are being trained to assist with emergency incidents.

Harvey Sullivan commented that he attended a candidates meet and greet in which residents asked about a project coming before the Planning Commission and the City Council. Mr. Sullivan said that the project was discussed thoroughly by two City Council incumbents. Mr. Sullivan expressed concern about a third Council Member almost being brought into the conversation, which would have posed a problem. Mr. Sullivan also commented that he contacted the property owner of the project and that remarks were posted on social media about his conversation with the property owner.

5. LEGISLATIVE MATTERS:

- A. **Ordinance No. 995, Second Reading. Code Change 2015-05.** A Request to Amend Title 1 of the Norco Municipal Code Adding Chapter 1.07 "Public Notice Posting" Establishing Public Places for Posting of City Notices. (City Clerk)

M/S BASH/HANNA to adopt Ordinance No. 995 for second reading. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

- B. **Ordinance No. 996, Second Reading. Zone Code Amendment 2015-06** (City): A request to Amend Norco Municipal Code Chapter 18.23 "C-4" (Commercial) Zone, Permitted and Conditionally-Permitted Uses. (Planning Director)

M/S HANNA/BASH to adopt Ordinance No. 996 for second reading. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

6. DISCUSSION / ACTION ITEMS:

- A. Approval of Service Agreement for Preliminary Engineering and Environmental Documentation by and Between the County of Riverside, City of Eastvale, and City of Norco for Hamner Avenue Bridge Improvements. (City Manager)

City Manager Andy Okoro reported that this agreement recognizes that the City of Norco is the lead sponsoring agency, the City of Eastvale as a cooperating local funding partner, and County of Riverside as the responsible party for implementing the project. Through this agreement, the Cities of Norco and Eastvale are committing \$249,000 each for

preliminary engineering and environmental documentation of the Hamner Avenue Bridge Improvements (Project).

Riverside County Transportation Department Engineering Project Manager Tayfun Saglam presented the City Council with a brief presentation about the project. Mr. Saglam reported some history and planning facts. The Hamner Avenue Bridge was built in 1939 and is considered structurally deficient. The existing bridge retrofit completed in 1978 is outdated and the concrete deck is severely deteriorated with cracks and rebar corrosion. The project proposes to extend the length of the bridge to 1,200 feet, expand the width, and include state of the art engineering in the structural design, seismic design, hydraulic design, and a multi-purpose trail. Mr. Saglam also discussed the tentative schedule, which if started within the first quarter of 2016, would be completed by the second or third quarter of 2023.

Council Member Newton commented on the environmental documentation and asked when the County was considering expanding the bridge to four or six lanes, if traffic studies were done further south on Hamner Avenue. Mr. Saglam indicated that adjacent intersections were studied as well as the Interstate 15 in order to justify the number of lanes.

Council Member Azevedo and Mr. Saglam discussed the possibility of member agencies drafting letters that would assist with funding for the project. Mr. Saglam indicated that cities should be proactive in programming the project into TUMF and pursuing those funds. City Manager Okoro added that he and staff have met with WRCOG to solicit assistance. Staff also recently met with RCTC regarding local matching funds.

Mayor Higgins commented that based on previous meetings, it was stated that once the project is started, that the City is locked in and cannot back out. Mr. Saglam clarified that it depends on what stage the project is in. Once the project is in the final plan preparation, then the City is locked in.

Ted Hoffman commented that he would like the Council to endorse the Service Agreement as it is a start and good investment to an economic lifeline.

Mayor Higgins commented that the City has approximately three years before commitment is required. The City needs to move forward to get bridge funding before an absolute commitment deadline approaches.

M/S BASH/HANNA to approve the Service Agreement for preliminary engineering and environmental documentation by and between the County of Riverside, City of Eastvale, and City of Norco for Hamner Avenue Bridge Improvements. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

B. Fiscal Year 2014-2015 Year-End Budget to Actual Report. (Finance Officer)

Finance Officer Gina Schuchard reported that the Fiscal Year 2014-2015 actual revenues and expenditures performed better than final year-end budget projections for the City's main Operating Funds - General Fund, Water Fund and Sewer Fund. This means that actual revenues exceeded budget amounts while actual expenditures came in below budgets. The combination of improving revenues and better expenditure control resulted in better than expected increase in fund balance for the General Fund and improved working capital for the Water and Sewer Enterprise Funds. Ms. Schuchard also requested approval of the reappropriation of funds in the amount of \$129,846 to fund improvements to the Norco Auto Mall sign.

Council Member Newton commented on the problematic NPDES Fund. City Manager Okoro stated that when the FY 2015-2016 budget was adopted, the fund had a big gap between the total estimated expenditures compared to the total revenue. \$75,000 is being transferred from the General Fund to the NPDES Fund to help with the shortfall. Mr. Okoro stated that there have been discussions on the state level about generating additional revenue in the form of fees, which would help close the gap.

Mayor Pro Tem Bash thanked City Manager Okoro for his excellent handling of City finances. He also thanked Ms. Schuchard for her report and the motto "Path to a Healthy Fund Balance."

Karen Leonard commented that she is glad to hear the good news about the City's finances. Ms. Leonard also commented on the recommendation for the Norco Auto Mall sign. She said that the sign is functional as is and that the funds could be used elsewhere.

Council Member Newton commented that when the Council originally approved funding for the Norco Auto Mall sign, he voted no because his recommendation was that the funding should be tied to sales tax revenue increase in lieu of using general funds.

M/S BASH/NEWTON to receive and file the Fiscal Year 2014-2015 Year-End Budget to Actual Report. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Mayor Pro Tem Bash commented that the number one revenue generator for the City is the Norco Auto Mall.

M/S BASH/HANNA to adopt Resolution No. 2015-64, approving the reappropriation of \$129,846 to fund improvements to the Norco Auto Mall Sign. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS

NOES: NEWTON

ABSENT: NONE

ABSTAIN: NONE

C. Approval of Additional Appropriation of Funds for Crestview Drive Flooding Temporary Remediation Measures. (Deputy City Manager)

Deputy City Manager Brian Petree reported that at the September 16, 2015 City Council meeting staff presented a report outlining temporary measures for the protection of homes on Crestview Drive and Mt. Rushmore Drive. Preliminary funding was provided to begin implementation of remedial work required by the City Engineer. In order to complete the City Engineer recommendations, staff is requesting an additional appropriation of \$52,001 to implement measures beyond those presented at the meeting.

The City Council thanked the Deputy City Manager, City Engineer, and staff on their great work and efforts on the improvements done in such a short period of time.

M/S BASH/NEWTON to adopt Resolution No. 2015-65, approving an additional appropriation in the amount not to exceed \$52,001 to implement Crestview Drive flooding temporary remediation measures. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

7. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

Mayor Pro Tem Bash requested to agendize discussion of supporting an FFA program at Riverview Elementary School.

M/S BASH/HIGGINS to agendize discussion of supporting an FFA program at Riverview Elementary. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Mayor Pro Tem Bash requested a status update on the building at Seventh Street and California Avenue. He also requested an update on the area of Pedley Avenue between Sixth Street and Eighth Street as the street condition is poor.

Council Member Newton requested a status update on the street striping that was never completed on Temescal Avenue between First Street and Norco Elementary after it was paved. Deputy City Manager Petree said he would follow up.

Council Member Azevedo requested to agendaize discussion by the Street, Trails and Utilities Commission about a possible staging area on the east side of the City.

M/S AZEVEDO/NEWTON to direct the Streets, Trails and Utilities Commission to discuss the possibility of a staging area on the east side of the City. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Council Member Hanna requested an update on the status of two left turn lanes on southbound Hamner Avenue at Sixth Street, Second Street, and Hidden Valley Parkway. Deputy City Manager Petree said he would follow up with City Engineer Milano on the status.

Mayor Higgins indicated that at a recent meeting, a resident requested, and Council directed staff, to send a letter to DTSC regarding possible soil contamination near the resident's home. City Manager Okoro indicated he would follow up.

ADJOURNMENT

Mayor Higgins adjourned the meeting at 9:18pm

Cheryl L. Link, CMC, City Clerk