



City Hall Weekly Highlights January 21, 2016

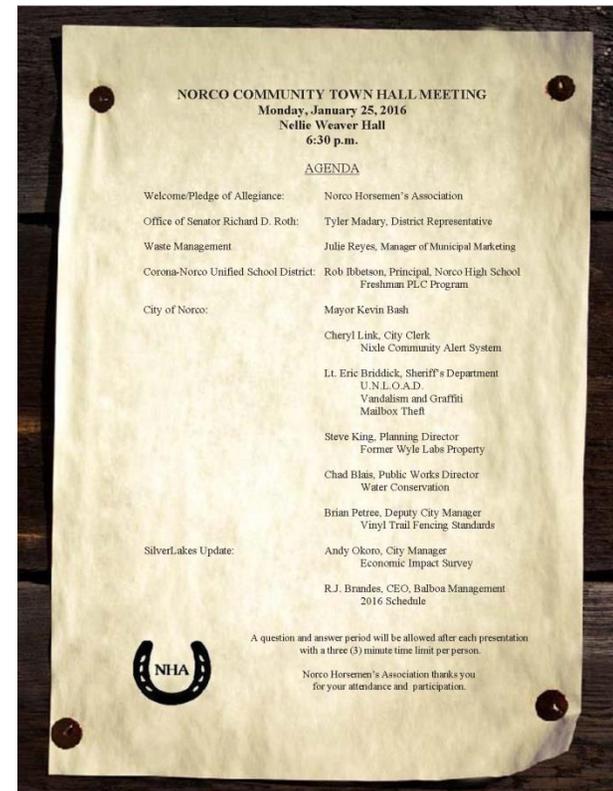
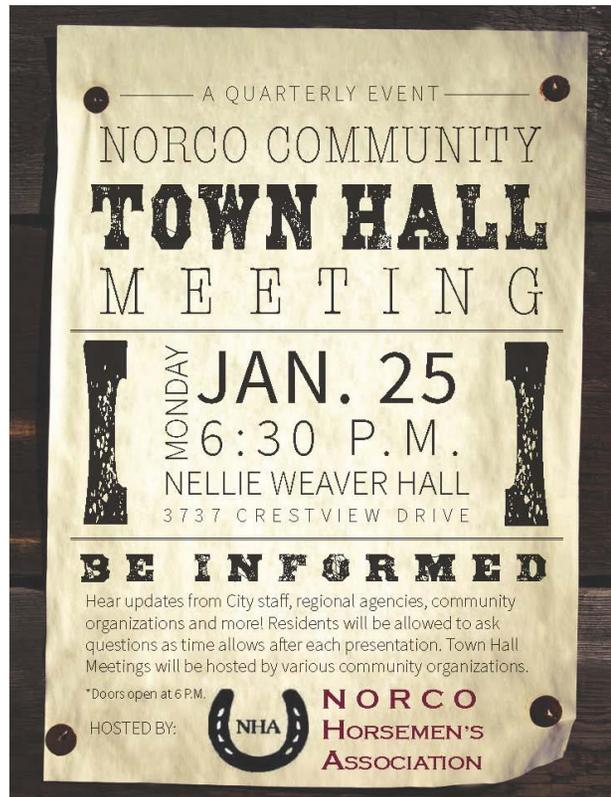
To: Honorable Mayor and City Council Members

From: City Departments

CITY CLERK:

Oversight Board Meeting: Members of the City's Oversight Board to former Redevelopment Agency will meet on January 28, 2016 to review and approve the Successor Agency's Recognized Obligation Payment Schedule (ROPS) for the Fiscal Year 2016-2017. Members will also receive verbal updates regarding the potential sale of Successor Agency owned parcels pursuant to the provisions of the Successor Agency's approved Long Range Property Management Plan. The meeting will be held at City Hall Conference Room A at 11:00 AM. This meeting is open to the public.

Norco Community Town Hall Meeting: Come join fellow Norconians as well as local and regional leaders for an informative evening! Monday, January 25, 2016, 6:30 – 8:30 p.m. Doors open at 6:00 p.m.



ECONOMIC DEVELOPMENT:

EDAC: On January 20th, Scott da Rosa was appointed by City Council to the Economic Development Advisory Council (EDAC). A local real estate broker, Mr. da Rosa knows the City of Norco well and is highly motivated. In discussions with staff and EDAC Chair Patrick Malone, he expressed a genuine desire to contribute to his community. Mr. da Rosa will be sworn in as an EDAC Member on January 26, 2015.

Promotion: Staff met with a representative from California-based France Media, which publishes a number of economic development and commercial real estate publications, to discuss opportunities for Norco—and businesses/attractions located in Norco—to be featured, either through editorial content or paid advertising. Staff will continue to explore new ways to promote Norco as a business location and visitors destination through a wide range of media outlets, both print and digital.

FISCAL AND SUPPORT SERVICES:

Housing Utility Assistance Program (HUAP): The program provides discounts on Sewer and Water fees for seniors (62+) of low and very-low income, and for disabled individuals. For more information contact Michael Neal, Housing Specialist at 909-261-2770.

Bill Processing: Staff mailed out 2,065 utility bills to Group 2 customers. Staff also mailed out 217 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 87 customers that were delinquent in Group 3 by Public Works notifying them that if payment is not made on Tuesday, their water services would be shut off on Wednesday. By Wednesday, 7 customer's water was shut off for nonpayment; 3 customer's water services were restored and 4 remained shut-off.

Business License and Cash Receipts: There were 11 new business license applications and 4 renewal business license applications during the week. Staff processed a combined total of 1,468 cash receipts from the Building Division counter, Parks and Recreation Department, utility customers and other miscellaneous accounts receivables totaling \$349,111.

Miscellaneous Accounts Receivable: A total of 11 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$2,562. 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:

EOC Training: Staff attended emergency training at the EOC on Tuesday, January 19, 2016 with Sr. Public Information Specialist Jody Hagemann from CalFire/Riverside County Fire. Discussions focused on creating an emergency communications plan/procedures for City related emergencies or unexpected events. Additionally, there was an introduction/tutorial on Nixle and what services it can provide to the City and its residents.

2016 Spring Activities Guide: Staff is completing production of the upcoming Spring Activities Guide for 2016. Publication will go "live" on the City website last week of January and will cover the months of February-May 2016.



Summer Concerts in the Park: Staff and subcommittee members are seeking sponsors and bands for the upcoming Summer Concerts in the Park. Concerts will be held on selected Friday nights from 6:30-8:00p.m. at Pikes Peak Park; dates beginning in June to be determined. Admission and parking are free. Donations are being sought to offset the costs associated with this community special event. If you are interested in sponsoring this event, please visit <http://www.ci.norco.ca.us/civicax/filebank/blobdload.aspx?BlobID=4310> for a sponsorship packet.

Oktoberfest: Staff met with a volunteer group to discuss the possibility of bringing an Oktoberfest to Norco this fall. Although talks are early, activities brainstormed included micro brews, craft and food vendors, Dachshund races, log rolling, sawing and climbing competitions, polka dance and a bull ride.

Private Youth Sports: Staff is working on securing CNUSD sites for use by Norco Little League and Norco Girls Softball League for the upcoming Spring season as practice sites in addition to City facilities. Additionally, staff is working with the youth sports groups on their Opening Day Ceremonies which will be held the first two weekends of March 2016 at Wayne Makin/Shearer Sports Complex.

Wee People Playschool is accepting registrations for the upcoming session which is slated for February 22, 2016-April 15, 2016. This recreational program is designed to create an environment of caring and trust for children ages 3-5 years old and allow them to grow emotionally, intellectually, socially and physically. Monday/Wednesday/Friday or Tuesday/Thursday classes are available. For more information or to register, please contact Recreation Coordinator Chrystal Foster at 951.272.1619.

Tax Assistance: Beginning February 2, 2016, AARP volunteers will be working at the Rose M. Eldridge Senior Center each Tuesday, through April 12, 2016 9:00am to 2:00pm assisting community members with tax preparation. There is no charge for this service. Community members can call the Rose M. Eldridge Senior Center at 951.270.5647 to make an appointment and receive a check list to assist with gathering proper information.

George Ingalls Equestrian Event Center

- George A. Ingalls Veteran's Memorial Plaza is OPEN daily from 10 a.m. – dusk but is subject to closure during inclement weather.
- Open Recreational Riding scheduled January 18th & 20th at Clark Arena from 10 a.m. – 3 p.m.
- Community barrel race was scheduled Thursday, January 14th & 21st at Clark Arena.
- Norco Ranglers held their Gymkhana Horse Show event on Saturday, January 16th at Moreno arena.
- Ocean View Australian Dog Show held 2-Day Agility show on January 16th & 17th at Pikes Peak Park and will be returning in late spring.

Staff and volunteers continue to work hard to keep the grounds safe and available for public access for open riding and events.

Staff reconstructed a block wall at Sixth St. and Crestview, and repaired Clark Arena rain gutter down spouts

Parks and Building Maintenance

- Car crash 1-17-2016 on Norco Hills and Bridle Crest, damaged 112 feet of horse trail fence, an irrigation box, a tree, and the Rosemary.



- Hit and run on Vandermolen and Crestview 1-15-2016. Took out 4 rails and 2 posts.



- Staff cleared parking lot drain at Riley Gym.
- Staff assisted Public Works with water shut off notices around Norco.
- Staff replaced G.F.I.'s around Ingalls Park.
- Staff installed 110 volt outlet (G.F.I.) at light pole in front of Circle K. That will be used for sound system during the parades.
- Staff replaced some light switches at City Hall.
- Staff picked up trash at the end of Pedley Ave before the entrance to the river bottom.
- Staff is working on a punch list for the trail replacement project.

Animal Control Services

Donation: Norco Horsemen's Association President Bonnie Slager and NHA members presented a park bench to Norco Animal Control in honor of Charles D. Hemmings. Superintendent Frank Scagnamiglio and Parks and Recreation Commissioner Corrine Holder were on hand to receive the bench.

PUBLIC WORKS:

Potable Service Line Repairs:

- 1728 Corona, vactor excavated and repaired leaking 1" poly service line

Potable Mainline Repairs:

- As reported last week, the intersection of Second and Corona suffered a large transmission mainline leak. Additional statistics:
 - 350 tons class 2 base rock was imported to fill the resulting excavation, erosion and undermine area
 - 170 staff man-hours have been dedicated to this project to date.
 - Approximately 1/3 of the total intersection asphalt will be removed and replaced to correct the damage caused by the failed pipe fitting

Thanks to the leadership and organizational skills of both Maintenance Worker II Lacombe and Maintenance Worker II Kulick, the transmission mainline leak was rapidly brought under control, the leak repaired, the restoration of the travel surface completed and use of this critical roadway restored in less than 2 days.



- At approximately 4:30 PM on Monday 01/18/2016 Field Operations on-call personnel received a report of a large water leak on Detroit Avenue near Woodward Avenue. Upon arrival the on-call staff member immediately called for assistance from additional staff to address the leaking 6" water main that serves Detroit Avenue. Using a combination of vacuum and traditional excavation techniques staff uncovered the leaking water mainline and repaired the failed 6" steel pipe. Cause of the leak appears to have been age related corrosion.

Potable Pump station and Reservoir Maintenance:

- Well 13, 14, 15, Ridge Ranch booster and Reservoir #4 – general site cleanup and weed abatement
- Reservoir #1 – repaired vandalized perimeter fence

Hydrant Flushing:

- Flushed 22 Hydrants in the south east section of the City

Non Potable System Maintenance:

- Irrigation well A – installed Sodium Hypochlorite injection system

Collection System Maintenance:

- Cleared windblown trash and tumbleweeds from lift station 9
- Cleared windblown trash and tumbleweeds from lift station 10

DG/Misc. Aggregate:

- 970 - 1022 Fifth Street – dumped and spread 12 tons DG in driveway ruts

Storm Debris Cleanup:

- 4530 Crestview removed 5 tons dirt and debris from the roadway
- Crestview north of Seventh, removed 5 tons dirt and debris from the roadway
- Crestview north of Mt Rushmore, removed 10 tons dirt and debris from the roadway
- Reservoir 3 access road, removed 5 tons dirt and debris from the roadway
- 3620 Temescal – removed large fallen limb
- 2150 - 2180 Temescal – cleared dirt and debris from the street, placed 37 sandbags to inhibit future erosion

Potholes:

- 2670 Lasso - .25 tons cold AC used to patch 2 areas of asphalt failure
- Fifth at Norconian - .5 tons cold AC used to repair road edge
- Hamner south of Chaparral – 1 bag QPR used to fill pothole
- Fifth Street east of Western – used 1 ton AC to repair alligatored area

- Valley View – Fifth to Third, used 2 tons cold AC to fill various potholes
- Intersection of Second at Hamner – used .75 tons to fill various potholes
- Hamner at Fourth – filled potholes in the cross gutter
- Hamner Avenue from Fourth to Hidden Valley – used 3 tons cold AC to fill various potholes
- Hidden Valley at the I-15, used 2 bags QPR to fill pothole

Weed Abatement:

- Fifth Street from 736 to Hillside, cleared tumbleweeds and debris

Special Notes:

- Congratulations to Public Works Trainee George Walker. Following successfully passing the State proctored written test, George submitted his application to the State for certification as a potable water treatment operator. After review of his application George has been certified by the State of California Water Resources Control Board as a Potable Water Treatment Operator 1.
- The water line replacement project on Bluff Street and Western Avenue is progressing on schedule. Hydrostatic pressure testing of the new mainlines has been completed. The mainlines are currently being disinfected and following bacteriological screening by an outside laboratory the connection of the new mains to our existing system will be scheduled.

PLANNING DEPARTMENT AND BUILDING DIVISION:

Planning:

Approved Special Events:

- 09/01/15 to 06/01/16: Temporary food preparation and service modulars (SilverLakes)
- 01/30/16: Grand opening outdoor event/fair: 1761 Third St., Kinematics Physical Therapy
- 02/13/16 to 02/14/16: Flower display in front of store, 1933 River Rd
- 02/14/16: Flower display in front of store, 3700 Hamner Avenue
- 01/25/16 to 03/25/16: Grand opening sign, 1161 Hidden Valley Parkway

Building Division:

Permit Applications:	22	(1 commercial, 21 residential)
Building Permits Issued:	15	(3 commercial, 12 residential)
Valuation of Construction:		\$ 2,068,745.32
Building Fees Collected:		\$ 238,216.84
Field Inspections:	31	

Code Enforcement:

	<u>2015</u>	<u>2016</u>
TOTAL CASES:	313	24 (+ 67 carry-over from 2015)
OPEN CASES:	67	85
NEW CASES:		10
CITES ISSUED:		3
CLOSED CASES:	5	2
YARD SALE SIGN REMOVAL:		31

ADDITIONAL HIGHLIGHTS:

- Completed an independent audit from the County for the Abandoned Vehicle Abatement Service Authority program.

NORCO SHERIFF'S DEPARTMENT:



Neighborhood Watch in Norco: Our Neighborhood Watch program remains active with strong community support. Neighborhood Watch is one of the oldest and most effective crime prevention programs in the country, bringing citizens together with law enforcement to deter crime and make communities safer. On Thursday, January 21, our SET Team deputies will be attending another Neighborhood Watch kick-off meeting in a local Norco neighborhood. Questions about Neighborhood Watch or starting the program in your neighborhood: Contact Deputies Ghiliotty or Robles at (951) 270-5673.

Crime Prevention-City of Norco Churches: Burglary and theft suspects are known to target churches when committing their crimes. In order to help reduce the risk of being burglarized, the Norco Sheriff's Office will be hosting a meeting with each of the City's church officials regarding crime prevention. Our Citizens on Patrol (NCP) will also be on hand to assist each church with conducting an inventory of valuable assets and learning to apply serial numbers to the property. This step increases the possibility of recovering property following a burglary. If anyone would like to learn more information about this meeting, they can contact Sergeant Del Valle at (951) 270-5673.



Postal Fraud & Theft

Mail Theft: In our effort to combat mail theft impacting our City, the Norco Sheriff's Office is collaborating with the United States Postal Service. Deputies are working directly with a postal inspector to review current and past investigations with known suspects. The postal inspector will also be speaking about mail theft prevention at the Town Hall Meeting, scheduled for Monday, January 25.

FIRE DEPARTMENT / CAL FIRE:

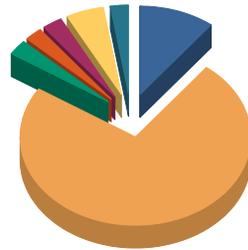
Public Information Assistance: On Tuesday January 19th, CALFIRE/ Riverside County Fire Department Senior Public Information Specialist Jody Hagemann met with City Staff in the Emergency Operations Center. Jody provided a briefing to staff on the basics of releasing information via the various Social Media platforms. Jody has been with the Riverside County Fire Department for the past 25 years and has served as the Public Information Specialist for the past decade. Over that time Jody has worked with the public and media to disseminate timely, accurate and appropriate information to those we serve. It was an honor to have Jody spend the afternoon with City staff and relay the best practices a decade of experience has taught her and provide information beneficial to the City as we move forward into expanding our own public and media relations. The City continues to make great strides in creating the community alert system, Nixle and the information Jody provided will assist in prioritizing the messages going forward. If you are interested in signing up to the City's Community Alert System, using your cell phone, text to 888777 and type the word "Norco" for community alerts.

Sandbags: Fire staff continues to distribute sandbags to City residents. More than 525 sandbags were provided this week.

NART Horse Rescue: On January 17th NART was activated to assist with a down horse. NART used the sled to drag the horse to dry ground where the horse was able to stand upon its own.



Response Activity - Norco



False Alarm	4	10.5%
Medical	28	73.7%
Other Fire	1	2.6%
Public Service Assist	1	2.6%
Res Fire	1	2.6%
Traffic Collision	2	5.3%
Vehicle Fire	1	2.6%
Total:	38	100.0%

Incidents Reported for Date between 1/14/2016 and 1/20/2016 and Norco City

False Alarm	4
Medical	28
Other Fire	1
Public Service Assist	1
Res Fire	1
Traffic Collision	2
Vehicle Fire	1
Incident Total:	38

Riverside County Fire - Norco	
Weekly Activity Report	
01/14/15 - 01/20/15	
	CITY
Activity Totals	Norco
Plan Reviews	TOTAL NORCO
All Plan Reviews	4
INSPECTIONS	Norco
Annuals	6
New Construction	7
Reinspections	6
Title 19 Inspections	
Business License Review	
C of O's	
Weed Abatement	
TOTAL	
MEETINGS & OTHER	Norco
Meeting	7
Training	1
Special Inspections/Events	