



**CITY OF NORCO
CITY COUNCIL REGULAR MEETING AGENDA**

**Wednesday, March 2, 2016
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

**Kevin Bash, Mayor
Greg Newton, Mayor Pro Tem
Robin Grundmeyer, Council Member
Berwin Hanna, Council Member
Ted Hoffman, Council Member**

CALL TO ORDER: 6:00 p.m.

ROLL CALL:

CLOSED SESSION:

The City Council will recess to Closed Session (Section 54954) to consider the following matter:

§54956.8 – Conference with Real Property Negotiators:

Property: APN 126-120-038

City Negotiator: City Manager Andy Okoro

Negotiating Party: Successor Agency to the Norco Community Redevelopment Agency

Under Negotiation: Price and conditions for acquisition of property

Property: APNs 119-020-015; 119-020-022

City Negotiator: City Manager Andy Okoro

Negotiating Party: Housing Successor Agency to the Norco Community Redevelopment Agency

Under Negotiation: Price and conditions for acquisition of property

§54956.9(c) – Conference with Legal Counsel – Anticipated Litigation

Three Cases

RECONVENE PUBLIC SESSION: 7:00 p.m.

REPORT OF ACTION(S) TAKEN IN CLOSED SESSION - §54957.1: (City Attorney)

PLEDGE OF ALLEGIANCE: Council Member Berwin Hanna

INVOCATION

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

1. CITY COUNCIL COMMUNICATIONS / REPORTS ON REGIONAL BOARDS AND COMMISSIONS:
2. CITY COUNCIL CONSENT ITEMS: *All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the Council, any public comments on any of the Consent Items will be heard. There will be no separate action unless members of the Council or the audience request specific items be removed from the Consent Calendar. Items removed from the Consent Calendar will be separately considered under Item No.3 of the Agenda.*
 - A. City Council Regular Meeting Minutes of February 17, 2016. **Recommended Action: Approve the City Council regular meeting minutes.** (City Clerk)
 - B. Procedural Step to Approve Ordinance after Reading of Title Only. **Recommended Action: Approval** (City Clerk)
 - C. Annual Resolution Making Findings and Continuing Existing Rates for Maintaining Flood Control Channels within County Service Area CSA-152. **Recommended Action: Adopt Resolution No. 2016-08, making findings and continuing existing rates for maintaining flood control channels within County Service Area CSA-152.** (City Manager)
 - D. 2016 Vacant Parcel Spring Weed Abatement Program. **Recommended Action: Adopt Resolution No. 2016-09, declaring that weeds and hazardous vegetation, on or in front of vacant property in the City of Norco, constitute a public nuisance, declaring the City's intent to provide for abatement and setting a public hearing.** (Fire Battalion Chief)
 - E. Appointments to the Southern California Association of Governments (SCAG) General Assembly Meeting to be Held on May 5-6, 2016. **Recommended Action: Appoint Mayor Bash as the delegate and Council Member Hoffman as the alternate for the Southern California Association of Governments General Assembly meeting on May 5-6, 2016.** (City Clerk)
 - F. Appointments to Western Riverside County Regional Wastewater Authority Board of Directors for 2016. **Recommended Action: Adopt Resolution No. 2016-10, appointing Mayor Pro Tem Greg Newton and Director of Public Works Chad Blais as the designees and Council Member Ted Hoffman and Water and Sewer Consultant Bill Thompson as the alternates for the Western Riverside County Regional Wastewater Authority Board of Directors.** (City Clerk)
 - G. Acceptance of Proposal and Award of Performance Services Contract for Hydrant and Isolation Valve Assessment Services. **Recommended Action: Accept the proposal submitted for the Fire Hydrant and Isolation Valve Assessment, Testing and Information Management Program, award contract to Wachs Water Services, and authorize the City Manager to execute the contract in the amount not to exceed \$130,000.** (Director of Public Works)

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

4. PUBLIC COMMENTS: *This is the time when persons in the audience wishing to address the City Council regarding matters not on the agenda may speak. Please complete the speaker card in the back of the room and present it to the City Clerk so that you may be recognized.*

5. DISCUSSION / ACTION ITEMS:

- A. **Swap Meet Permit 2015-01 (St. Mel's Catholic Church):** An application for a monthly Swap Meet/Farmers Market at St. Mel's Catholic Church located at 4140/4200 Corona Avenue within the LD (Limited Development) Zone. (Planning Director)

The Norco Municipal Code requires all swap meet permits to be approved by the City Council. The applicant is proposing a monthly swap meet/farmer's market to be conducted the second Sunday of each month between 8:00 a.m. and 3:00 p.m. The event is proposed in the grass court yard located behind the buildings that face Corona Avenue, and within the parking spaces immediately adjacent to that area on the west side

Recommended Action: Adopt Resolution No. 2016-11, approving Swap Meet Permit 2015-01.

- B. Additional Funding Request for Norconian Club Hotel Temporary Repairs. (City Manager)

On November 18, 2015, the City Council approved a contribution of \$20,000 to the Lake Norconian Club Foundation (LNCF) to assist with temporary repairs to the Lake Norconian Hotel. LNCF has engaged contractors to perform the necessary repairs and wants to discuss their request to City Council for an additional City contribution in order to continue with temporary repairs to the Norconian Hotel.

Recommended Action: Receive the update from the Lake Norconian Club Foundation and provide direction to staff.

6. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

ADJOURNMENT

In compliance with the Americans with Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in this meeting, please contact the City Clerk's office, (951) 270-5623, at least 48 hours prior to the meeting to make reasonable arrangements to ensure accessibility.

Staff reports are on file in the City Clerk's Office. Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be available for public inspection at the City Clerk's Counter in City Hall located at 2870 Clark Avenue during normal business hours.



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

**Wednesday, February 17, 2016
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Kevin Bash, Mayor, **Present**
Greg Newton, Mayor Pro Tem, **Present**
Robin Grundmeyer, Council Member, **Present**
Berwin Hanna, Council Member, **Present**
Ted Hoffman, Council Member, **Present**

CLOSED SESSION:

The City Council recessed to Closed Session (Section 54954) to consider the following matters:

§54956.8 – Conference with Real Property Negotiators:

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City Negotiator: City Manager Andy Okoro

Negotiating Party: Successor Agency to the Norco Community Redevelopment Agency

Under Negotiation: Price and conditions for acquisition of property

§54956.9(c) – Conference with Legal Counsel – Anticipated Litigation

One Case

RECONVENE PUBLIC SESSION: 7:13 p.m.

REPORT OF ACTION(S) TAKEN IN CLOSED SESSION - §54957.1: (City Attorney)

City Attorney John Harper indicated that there was no reportable action from Closed Session.

PLEDGE OF ALLEGIANCE: Council Member Robin Grundmeyer

INVOCATION: Joe McKuen

INTRODUCTION: Syed Raza, Caltrans Deputy District Director
Program Project Management

Mr. Raza introduced himself and noted that he is the ambassador for District 8, which

Agenda Item: 2.A.

covers Riverside and San Bernardino counties. Mr. Raza stated that he has been with Caltrans for 25 years and is familiar with the issues in the region. Mr. Raza noted that one of the priorities for Caltrans is to be more engaged in the communities it serves, as well as more responsive and more transparent. Mr. Raza indicated that he met with City staff earlier in the day to discuss traffic and other concerns and said he would continue to follow up with staff.

PRESENTATION:

Rafat Abbasi, Senior Project Manager,
Department of Toxic Substances Control –
Update on the Former Wyle Labs Property

Mr. Abbasi provided a brief update to the City Council. Since 2008, the Department of Toxic Substances Control (DTSC) has been cleaning up contamination on and off site of the former Wyle Labs property since 2008. Currently, there are two main clean-up activities taking place on and off the property. One clean-up activity is at the center of the property where there is significant amount of contamination that contributed to on and off site runoff, particularly near Golden West Lane and Third Street. DTSC is trying to remediate that part of the property. The technology used for treating the contamination is very advanced. The soil is heated until the contamination disassociates from the soil. Suction wells extract the contamination from the soil. The other activity taking place involves remediation of contaminated ground water from the 13 wells in the area, on and off site. The remediation has been very successful with approximately 1,500 pounds of TCE extracted from the ground water. Since 2008, approximately 40 million gallons of contaminated water has been extracted. The key objective of the system was to make sure that the contamination does not further migrate from the site to the neighborhoods, and the process has been successful.

Council Member Hoffman noted that he toured the former Wyle property several weeks ago and there are some areas of serious contamination. Mr. Hoffman asked if the water is going back into the stream bed. Mr. Abbasi indicated that the water is first treated, then discharged into the stream, which has been permitted by the Regional Water Quality Control Board.

Mayor Pro Tem Newton commented on resident concerns regarding possible contamination from the undeveloped hills above Crestview Avenue. A resident has questioned the toxicity of the soil. Mayor Pro Tem Newton asked how DTSC can work with the resident on this issue. Mr. Abbasi indicated that DTSC typically gets involved via a referral from a sister agency and/or if an issue is identified through some discovery by the federal or state government. As far as the resident complaint of alleged soil contamination, DTSC is available to discuss the issue with the resident. DTSC can do background work to see if there is a basis to investigate the possibility of an environmental issue. Mr. Abbasi stated that there has to be some basis; otherwise, DTSC typically does not get involved.

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

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

Council Member Hanna:

- Attended a subcommittee meeting for Riverside Transit Agency approving the mid-year budget.
- Reminded the public of the 91 freeway closure this weekend.
- Commented on the Rebuilding Warrior event on Saturday, February 20th in which Service K9 Dreamy will be presented to U.S. Army Veteran Gary Orvis at the George Ingalls Veterans Memorial Plaza.

Council Member Grundmeyer:

- No report given.

Council Member Hoffman:

- Council Member Hoffman and Mayor Pro Tem Newton met with Western Municipal Water District Board Members and staff last week to continue discussions on the alternative for completing the Chino Desalter Authority's Expansion Project.

Mayor Pro Tem Newton:

- Attended a Chino Basin Desalter Authority Board meeting last week approving amendments to expansions and a construction contract.
- Attended a Western Riverside County Regional Wastewater Authority Board meeting yesterday to review auditor reports and financial statements.

Mayor Bash:

- Reported that the City hosted a visit by Congressman Calvert. The visit included a briefing of what is happening in the City and in Washington D.C., and tours of the George A. Ingalls Veterans Memorial Plaza and SilverLakes Equestrian and Sports Park. Congressman Calvert and his staff were very impressed with the Veterans Memorial and the scope of SilverLakes Park.
- Commented on issues concerning the preservation of historic properties on the Navy base. Mayor Bash introduced the City's Historic Resources Consultant Bill Wilkman to report on the letter received from the Advisory Council of Historic Preservation (ACHP). Mr. Wilkman provided background information on the property. The Norconian resort was originally 700 acres with a 60-acre lake and an over 200,00 square foot hotel. The resort has had three phases: 1) resort; 2) Naval hospital; 3) guided missiles weapons evaluations. Currently, the property is listed on the National Register of Historic Places for its resort era. The City has been attempting to include the naval hospital era and the cold war era under that designation. The letter from ACHP is one of many between the Navy, ACHP, and the Office of Historic Preservation, which has prevented the City from advancing this Norconian property for consideration for listing on the National Register of Historic Places for the hospital and cold war eras. Mr. Wilkman expressed the difficulties in achieving this goal and thanked the Council for keeping the process moving forward.

2. CITY COUNCIL CONSENT ITEMS:

Council Member Hoffman pulled Item 2.A.

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

AYES: GRUNDMEYER, HANNA, HOFFMAN, NEWTON, BASH

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- A. City Council Regular Meeting Minutes of February 3, 2016. **Pulled for discussion.** *(City Clerk)*
- B. Procedural Step to Approve Ordinance after Reading of Title Only. **Action: Approved.** *(City Clerk)*
- C. Recap of Actions Taken by the Planning Commission at its Meeting Held on February 10, 2016. **Action: Received and Filed.** *(Planning Director)*
- D. Fiscal Year 2016 Second Quarter Budget Performance Report. **Action: Received and Filed.** *(Finance Officer)*
- E. Acceptance of Proposal and Award of Performance Services Contract for On-Call Street Maintenance Services. **Action: Accepted the proposal submitted for performance services to provide Annual On-Call Street Maintenance, awarded a multi-year contract to Hardy & Harper, Inc. located in Santa Ana, California, and authorized the City Manager to execute the contract in the amount not to exceed \$100,000 annually.** *(Director of Public Works)*
- F. Acceptance of Proposal and Award of Performance Services Contract for Traffic Signal Maintenance Services. **Action: Accepted the proposal submitted for performance services to provide Annual Traffic Signal Maintenance Services, awarded a multi-year contract to Siemens Industry, Inc. located in Riverside, California, and authorized the City Manager to execute the contract in the amount not to exceed \$80,000 annually.** *(Director of Public Works)*

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

- 2.A. City Council Regular Meeting Minutes of February 3, 2016. *(City Clerk)*

Council Member Hoffman referenced Page 3 of the minutes under Item 5.A. in which it states, “the site plan was modified to remove a designated area for donkeys and replaced with landscaping...” Planning Director confirmed that in fact is what was said.

M/S HOFFMAN/BASH to approve the City Council regular meeting minutes of February 3,2016. The motion was carried by the following roll call vote:

AYES: GRUNDMEYER, HANNA, HOFFMAN, NEWTON, BASH

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

4. PUBLIC COMMENTS:

Coleen Daniel commented on the 5ft. by 3ft. area containing an above ground basin which has created a hazard at 2328 Reservoir Drive. Ms. Daniel indicated that she was injured on November 29, 2015, as a result of this hazard. She said that the City built fence around the hazard and asked if the property owner is liable. Ms. Daniel stated that there are six other basins on Third Street, but those are done correctly.

Linda Dixon, on behalf of the Lake Norconian Club Foundation (LNCF), provided an update regarding the temporary repairs at the Norconian Hotel. Ms. Dixon stated that 21 drains have been cleaned out and some have been capped. Plumbing will add nine pumps to roof near kitchen area. The roof has been repaired in the kitchen area. The roof at the entrance has been re-roofed and there have been other spot repairs. LNCF is working with the roofing company for additional estimates, which will complete the temporary repairs under the injunctions. The artifacts have been kept safe and done in accordance with court requirements. Ms. Dixon also reported on the California Rehabilitation Center (CRC) Citizen's Advisory Committee she attended on February 9th. The Committee informed that as of this year, CRC is on Governor Brown's budget. CRC continues to conserve water and is exceeding state water conservation mandates. Ms. Dixon also reported that CRC has received funding for improvements of the family visiting area and to purchase athletic equipment. CRC is also establishing mutual aid equipment to assist the area in an emergency.

Bonnie Slager commented that the Norco Horsemen's Association (NHA) worked on trail improvements last Saturday on Fourth Street from the freeway to Valley View. Trail work will continue this Saturday on Temescal Avenue from Second to Third Street and invited the public to assist. Ms. Slager also mentioned the NHA Casino Night event on March 12 which benefits scholarships for Norco FFA students.

5. DISCUSSION / ACTION ITEMS:

A. Report on Fiscal Year 2015 Audited Financial Reports. (*Finance Officer*)

Finance Officer Gina Schuchard reported that the City's independent auditors, White Nelson Diehl Evans, LLP, have completed the year-end annual independent audit of City funds and accounts for fiscal year 2014-2015. The City's annual financial reports were prepared in accordance with Generally Accepted Accounting Principles (GAAP) and comply with other rules and regulations applicable to government entities.

Robert J. Callanan, C.P.A., audit partner at White Nelson Diehl Evans LLP presented a brief report on the audit. Mr. Callanan stated that this was the first time his firm audited the City of Norco. The scope of services include an audit of the annual financial statements for the year ended June 30, 2015 in accordance with Generally Accepted and Governmental Auditing Standards, and agreed-upon procedures related to the City's calculation of the GANN limit. Mr. Callanan reported that there were no material weaknesses and no noncompliance issues. On lower level deficiencies, Mr. Callanan reported that there were two – one related to the allocation of street damage repair costs to enterprise funds and the other related to wastewater capacity rights transactions. Mr.

Callanan stated that there were no difficulties during the audit and no disagreements arose during the course of the audit.

M/S BASH/NEWTON to approve receive and file. The motion was carried by the following roll call vote:

AYES: GRUNDMEYER, HANNA, HOFFMAN, NEWTON, BASH

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- B. Approval of Mid-Year Amendments to the Fiscal Year 2015-2016 Annual Operating Budget. (*Finance Officer*)

Finance Officer Gina Schuchard reported that the recommended mid-year budget revisions increase estimated General Fund revenues by a net amount of \$808,428 due to projected increases in various revenues categories. General Fund adopted expenditures are recommended to be increased by a net amount \$87,355 due to an increase in contracts, personnel request, El Niño related cleanup and expenditure offsets related to revenue increases. The mid-year budget amendment also includes recommended revenue and expenditure adjustments to Gas Tax, Water and Sewer Funds. The proposed mid-year adjustments also include a recommended personnel addition.

In response to Council Member Hanna, Public Works Director Chad Blais indicated that the fire hydrant testing request to test the remaining 1,000 hydrants will complete the testing of hydrants in the water system for the City. GIS is assisting in documenting the locations of all the hydrants and the process has been effective. Council Member Hanna also commented that the funding request for a Permit Technician due to an increased number of records requests could be used to hire an additional sheriff's officer. City Manager Okoro noted that the increased number of records request is just one reason for the request for the Permit Technician.

Council Member Grundmeyer asked if the difference between the fund balance in June and the estimated fund balance goes into the reserves or does the City start off with a bigger fund balance. Finance Officer Shuchard indicated that the goal is to keep it in reserves.

Council Member Hoffman referenced the 2015 Storm Debris Removal and asked if the \$20,000 request is in addition to what has been spent for the Crestview Drive temporary flooding remediation. Director Blais stated that the request is for overall operations for mitigation issues. In response to Council Member Hoffman regarding costs for the fire contract, Battalion Chief Lane stated that the partner cities are charged for what they use. City Manager Okoro added that there are certain costs in the contract that are based on allocation, which is driven by the number of calls. Mr. Okoro also addressed Council Member Hoffman's question about an Emergency Medical Response (EMS) fee collected by the City. Mr. Okoro stated that the City has a voluntary EMS subscription program. Those who opt-in the program pay \$4 per month. Those who opt-out receive a bill when emergency services are used. Council Member Hoffman also asked if the hydrant testing could be postponed until the next fiscal budget. Director Blais indicated that it could; however, the goal is to complete the testing this fiscal year in order to begin the next phase

of general routine maintenance. Lastly, Council Member Hoffman expressed the need for a part-time staff member at Ingalls Park Monday through Wednesday.

In response to Mayor Pro Tem Newton's question regarding fire hydrant testing, Director Blais indicated that the consultant is identifying the issues and providing a detailed report. The consultant is not providing a cost estimate. Mayor Pro Tem Newton commented on the request for a full-time Permit Technician. Director King indicated that the current part-time position will be changed to a full-time position to assist with increased duties in the Building Division as well as assuming Planning Department administrative duties currently handled by the Deputy City Clerk. In response to Mayor Pro Tem Newton, City Clerk Cheryl Link stated that the City Clerk's Office currently spends 30-40% of staff time handling records requests. There was some discussion about the request to reclassify the existing Maintenance Worker II position and Mayor Pro Tem Newton asked if the salaries are competitive. City Manager Okoro stated that this issue has been discussed with Council in the past and that there is clear that the City of Norco lags with competitive pay. As employees become more experience and become more certificated, they tend to be hired by other agencies.

M/S HOFFMAN/BASH to adopt Resolution No. 2016-07, approving various mid-year amendments to the Fiscal Year 2015-2016 annual Operating Budget and authorizing changes in appropriations and revenues thereto. The motion was carried by the following roll call vote:

AYES: GRUNDMEYER, HANNA, HOFFMAN, NEWTON, BASH
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

6. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

None.

ADJOURNMENT

Mayor Bash adjourned the meeting at 8:59 p.m.

Cheryl L. Link, CMC, City Clerk

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM:: Andy Okoro, City Manager

PREPARED BY: Olivia Hoyt, Accounting Manager

DATE: March 2, 2016

SUBJECT: Annual Resolution Making Findings and Continuing Existing Rates for Maintaining Flood Control Channels within County Service Area CSA-152

RECOMMENDATION: Adopt **Resolution 2016-08**, making findings and continuing existing rates for maintaining flood control channels within County Service Area CSA-152.

BACKGROUND/ANALYSIS: Riverside County requires an annual resolution authorizing the County to levy a County Service Area (CSA) parcel charge. The proceeds of the charge are used to maintain and operate the City's storm drains and flood control channels into the Santa Ana River. This service area assessment is exempt from the requirements of Prop. 218. Below is an excerpt from Prop. 218:

Section 5, Paragraph (a) of Proposition 218 reads as follows:

“Section 5. Effective Date. Pursuant to subdivision (a) of Section 10 of Article II, the provisions of this article shall become effective the day after the election unless otherwise provided. Beginning July 1, 2001, all existing, new, or increased assessments shall comply with this article. Notwithstanding the foregoing, the following assessments existing on the effective date of this article shall be exempt from the procedures and approval process set forth in Section 4:

(a) Any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Subsequent increases in such assessments shall be subject to the procedures and approval process set forth in Section 4...”

The City Attorney supports a “declaration of exemption” for Norco in this case because the assessment was established before November 6, 1996 and is used exclusively for flood control purposes, an exempt category under Section 5 (a).

The City has negotiated a contract with Albert A. Webb Associates to provide a parcel audit and administration of the CSA-152 for fiscal year 2016-2017. The contractor will identify properties within the special district boundaries and generate a list of parcels to be added to the database. The City is anticipating that this audit will generate more revenues for the special district.

Agenda Item 2.C.

Rates for Maintaining Flood Control Channels CSA-152.

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FINANCIAL IMPACT: In the past the City has received an average of \$63,000 from these parcel charges that will be used exclusively for drainage improvements and NPDES permit compliance. However, the City is anticipating on receiving a larger amount by contracting out the service to administer the ongoing benefit assessment unit (BAU) rate administration. The current annual charge per benefit assessment unit is \$5.78.

Attachment: Resolution No. 2016-08

RESOLUTION NO. 2016-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO MAKING FINDINGS AND CONTINUING EXISTING RATES FOR MAINTAINING FLOOD CONTROL CHANNELS WITHIN COUNTY SERVICE AREA CSA-152

WHEREAS, the City of Norco is a co-permittee of Permit No. CSA-618033 with the County of Riverside and the incorporated cities therein; and

WHEREAS, the City must have a valid NPDES Permit in order to discharge runoff from properties within the boundaries of the City through its storm drain and flood control channels directly into the Santa Ana River or through Riverside County's channels into the Santa Ana River; and

WHEREAS, the City uses revenues from the CSA-152-Norco assessments solely for the purpose of maintaining and operating the City's storm drain and flood control system, including complying with the Permit.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Norco as follows:

SECTION 1: Based upon the facts set forth herein, the City Council finds that CSA-152-Norco charges are assessments that confer benefits upon each parcel of property subject to the assessments. Pursuant to Section 5(a) of Article XIID of the California Constitution, the CSA-152-Norco assessments are exempt from the procedures and approval process of Section 4 of Article XIID of the California Constitution because CSA-152-Norco assessments existed before November 6, 1996, and the assessments are imposed exclusively to finance the capital costs and maintenance and operation expenses for the flood control and drainage system in the City.

SECTION 2: The City Council entered into an agreement with the County of Riverside on April 6, 1994 to participate in the County Service Area 152 to facilitate collection of funds in implementing the federally mandated NPDES program. A yearly rate of \$5.78 per benefit assessment unit was added to residents' property tax bill following a public hearing on May 18, 1994.

SECTION 3: The City Council elects to continue existing rates.

Resolution 2016-08

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March 2, 2016

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held March 2, 2016.

Kevin Bash, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

I, Cheryl L. Link, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on March 2, 2016 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Norco, California on March 2, 2016.

Cheryl L. Link, CMC, City Clerk
City of Norco, California

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Scott Lane, Battalion Chief

DATE: March 2, 2016

SUBJECT: 2016 Vacant Parcel Spring Weed Abatement Program

RECOMMENDATION: Adopt **Resolution No. 2016-09**, declaring that weeds and hazardous vegetation, on or in front of vacant property in the City of Norco, constitute a public nuisance, declaring the City's intent to provide for abatement, and setting a public hearing.

SUMMARY: The proposed resolution declares that weeds and hazardous vegetation on vacant property are a public nuisance and must be abated and directs the Fire Chief to send property owners Notices to Abate. If adopted, Council will schedule a Public Hearing to consider the proposed abatements, and any objections property owners have to the abatement order.

BACKGROUND/ANALYSIS: The Fire Department's vacant parcel Weed Abatement Program commences each spring to ensure that property owners of vacant parcels abate weeds and hazardous vegetation that constitute a fire or safety hazard.

Notices to Abate Spring Weeds on vacant parcels will be mailed to property owners on March 3, 2016, and they will have until April 10, 2016 to comply. On April 11, 2016, inspections for abatement compliance will begin. Reminder notices to abate fall tumbleweeds on vacant parcels will be mailed to property owners in August of 2016.

A public hearing will be conducted on May 4, 2016 for Council to consider the proposed abatements, hear the objections of property owners and order commencement of the abatement. The City's weed abatement contractor can then begin abating weeds on vacant parcels that are not in compliance with the abatement notice.

FINANCIAL IMPACT: The costs of abatement are paid by the property owner directly or by property lien.

Attachments: Resolution No. 2016-09
2016 Vacant Parcel List

RESOLUTION NO. 2016-09

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING THAT WEEDS AND HAZARDOUS VEGETATION, ON OR IN FRONT OF VACANT PROPERTY IN THE CITY OF NORCO, CONSTITUTE A PUBLIC NUISANCE, DECLARING THE CITY'S INTENT TO PROVIDE FOR ABATEMENT, AND SETTING A PUBLIC HEARING

WHEREAS, weeds and hazardous vegetation, on or in front of vacant parcels of land, constitute a public nuisance as provided by Chapter 13, Article 2, Section 39561 of the State of California Government Code; and

WHEREAS, weeds on these parcels of land are seasonal and recurrent nuisances within the meaning of Chapter 13, Article 2, Section 39562.1 of the State of California Government Code; and

WHEREAS, it is the intent of City Council to have the nuisances abated in accordance with Chapter 13, Articles 1 and 2, Sections 39501 through 39588, inclusive of the State of California Government Code, if the nuisances are not abated by the property owners of these parcels of land; and

WHEREAS, the Fire Chief is hereby designated as the Public Officer to perform the duties imposed by Chapter 13, Article 2, Section 39560 of the State of California Government Code; and

WHEREAS, the Fire Chief is directed to have abatement notices mailed to the property owners of these parcels of land as provided in Chapter 13, Article 2, Section 39567.1 of the State of California Government Code; and

WHEREAS, the Public Hearing is set for 7:00 p.m. on Wednesday, May 4, 2016 in the Council Chambers, located at 2820 Clark Avenue, Norco, California, to consider the objections of property owners to the proposed abatement of the nuisances; and

WHEREAS, no other Public Hearing needs to be held for the second or any subsequent occurrence of the nuisance, including tumbleweeds, on the same parcel or parcels within the same calendar year as provided in Chapter 13, Article 2, Section 39562.1.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Norco, California, does hereby declare that weeds and hazardous vegetation, on or in front of vacant property in the City of Norco, constitute a public nuisance and does hereby declare the City's intent to provide for abatement and set a public hearing.

Resolution No. 2016-09
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PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held March 2, 2016.

Kevin Bash, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

I, Cheryl L. Link, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting held on March 2, 2016 by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on March 2, 2016.

Cheryl L. Link, CMC, City Clerk
City of Norco, California

NORCO/RIVERSIDE COUNTY FIRE DEPARTMENT VACANT PARCEL LIST -- 2016

PARCEL NO.	LOCATION/ADDRESS	ACREAGE	OWNER OF RECORD
119020023-0	River Rd. & Second St.	5.17	RBE NORCO JFH 1 21800 BURBANK BLVD #330 WOODLAND HILLS CA 91367
119070033-4	btwn 650 & 682 Parkridge Av.	1.66	REBECCA WAY PROP C/O GRIMWAY MANGEMENT CO. 1181 CALIFORNIA AVE # 170 CORONA, CA, 92881
121074014-6	betw 5373 & 5333 Roundup Rd.	0.50	AMIR & FADIA IBRAHIM 3070 SHADOW CANYON CR NORCO CA 92860
121092016-4	next to 5203 Roundup Rd.	0.47	LOT 65 TRUST 2337 NORCO DR NORCO CA 92860
121310087-1	SWC River Rd. & Corydon Av.	8.32	SAM & DOT DEKRUYF 8919 MERRILL AV CHINO CA 91710
121310090-3	next to 2651 River Rd.	3.18	SAM & DOT DEKRUYF 8919 MERRILL AV CHINO CA 91710
122020027-8	northeast of 1399 Parkridge Av.	0.76	ISMAEL GONZALES 10345 WESTERN AVE. #49 DOWNEY, CA, 90241
122030011-4	east of 2240 First St.	1.81	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
122050049-1	next to 996 Mountain Av.	1.44	FRANK & JEANETTE VILLALOBOS 1882 PARK SKYLINE SANTA ANA CA 92705
122570001-4	Hidden Valley Pkwy. & Corona Av.	1.10	JAMES & SANDRA OLSEN 7641 E CORTO RD ANAHEIM CA 92808
123040001-3	SEC Fifth St. & Hillside Av.	5.47	FRANCES & WILLIAM SMITH C/O WILLIAM SMITH 5170 CENTRAL AV RIVERSIDE CA 92504-1825
123120001-0	2760 Hillside Av.	0.60	SANTIAGO & ELVESTHER ACUNA 1481 ANDALUSIAN DR NORCO CA 92860
123250002-3	east of 2245 Hillside Av.	12.47	ERNEST & ALICE TAYLOR PO BOX 440 NORCO CA 92860
123260001-3	north of 666 Third St.	10.00	MANUEL & JACQUELINE CONTRERAS C/O LORETTA O'MALLEY 43145 VISTA DEL RANCHO TEMECULA CA 92592-5142
123260002-4	666 Third St.	10.00	GARRY & SUSAN STRUNK C/O LORETTA O'MALLEY 43145 VISTA DEL RANCHO TEMECULA CA 92592
123310021-5	behind 1531 Hillside Av.	0.58	ROSEMARY BUTLER 1516 ALPINE WEST COVINA, CA 91791
123310025-9	behind 1577 Hillside Av.	1.00	VU DUONG 2235 BOWMAN AV TUSTIN CA 92782-1246

2016 Master Vacant Parcel List
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123310026-0	behind 1577 Hillside Av.	1.24	VU DUONG 2235 BOWMAN AV TUSTIN CA 92782-1246
125030057-7	north of 2140 Valley View Av.	0.96	DA XIONG LUJAUN ZHENG 13491 SAN LUIS CHINO CA 91710
125180010-8	1550 Second St.	6.51	FRANK AN/CAROLINE LEE 1159 S ARDMORE AV LOS ANGELES CA 90006
125210026-5	1665 Hamner Av.	0.99	BILL & JOE BARRETO 590 MONDALE STREET CORONA CA 92880
125270012-8	First St. & Valley View Av.	1.08	NEW TECH INC 2175 SAMPSON AVE #111 CORONA, CA, 92879
125300018-6	east of 1365 First St.	0.39	MAGDALENA OLVERA VASQUEZ 1611 GARRETSON AV CORONA CA 92879-2429
126020004-5	south of 2001 Third St.	2.81	RIVERSIDE COMMUNITY COLLEGE DISTRICT 4800 MAGNOLIA AV RIVERSIDE CA 92506
126050002-6	SW Corner of Third St. & Hamner Av.	7.94	EDDIE FISCHER C/O LE BARON INVESTMENTS 2020 E ORANGETHORPE AV #210 FULLERTON CA 92831
126050004-8	behind flood channel on Hamner Av.	8.22	EDDIE FISCHER C/O LE BARON INVESTMENTS 2020 E ORANGETHORPE AV #210 FULLERTON CA 92831
126050017-0	north of 2200 Hamner Av.	0.43	ANTONIO BARRETO 2441 HAMNER AVE NORCO, CA, 92860
126060001-6	west of 2093 Paddock Ln.	1.90	BERNARD & HELEN SWART 423 MAGNOLIA BREA CA 92621
126150008-1	north of 1664 Pacific Av.	1.52	MIGUEL & DEBRA MARTINEZ 1664 PACIFIC AV NORCO CA 92860
126160023-5	betw 1610 & 1630 Pacific Av.	0.66	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
126180003-9	behind 1745 Pacific Av.	1.50	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
126200013-9	south of 1492 Mountain Av.	2.56	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
126200018-4	between 1475 & 1515 Pacific Av.	1.25	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
126200021-6	2300 block First St.	5.08	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
126240001-2	1635 Mountain Av.	2.00	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880
126240002-3	north of 1595 Mountain Av.	1.00	H & H PROPERTY 4740 Green River Rd. #118 CORONA, CA, 92880

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126240004-5	1569 Mountain Ave.	5.00	1300 NORMANDY PROP 1300 E NORMANDY PL SANTA ANA CA 92705
126250010-1	behind 1775 & 1865 Acre St.	0.97	ALL MAGIC AUTO & PAINT C/O ELLIE ADRI 1461 HAMNER AV
126250013-4	1775 Acre St.	0.44	ALL MAGIC AUTO & PAINT C/O ELLIE ADRI 1461 HAMNER AV
126250015-6	west of 1865 Acre St.	0.34	SUSAN WAKEFIELD 3064 DALES DR NORCO CA 92860
126250055-2	1865 Acre St.	0.43	ALL MAGIC AUTO & PAINT C/O ELLIE ADRI 1461 HAMNER AV NORCO CA 92860
126250056-3	1466 Hamner Av.	0.16	ALL MAGIC AUTO & PAINT C/O ELLIE ADRI 1461 HAMNER AV NORCO CA 92860
127020030-5	3275 Hamner Av.	0.82	AJIT SHAH PO BOX 4509 PALOS VERDES PENINSULA CA 90274
127020032-7	3361 Hamner Av.	1.78	5622 BUCKINGHAM C/O ADAM ANTOYAN 1050 W KATELLA AV # J ORANGE CA 92867
127030022-9	3265 Hamner Av.	0.43	YAO TING HSU 29129 DISCOVERY RIDGE DR SANTA CLARITA CA 91390
127030043-8	3231 Hamner Av.	0.67	YAO TING HSU 29129 DISCOVERY RIDGE DR SANTA CLARITA CA 91390
127030045-0	south of 3231 Hamner Av.	0.56	YAO TING HSU 29129 DISCOVERY RIDGE DR SANTA CLARITA CA 91390
127040036-3	north of 3001 Hamner Av.	2.18	INC XIANG KUN INV USA 7280 SYCAMORE CYN BLVD RIVERSIDE CA 92508
127050031-9	3001 Hamner Av.	1.69	VICTOR MELEO PO BOX 98 LINDSAY CA 93247
127100013-7	west of 3318 & 3314 Corona Av.	1.41	MICHAEL AGUIRRE 570 N GRAND ST ORANGE CA 92857
127200040-0	between I-15 & Fourth St.	0.08	LUIS & CATALINA GONZALEZ 5772 TERRITORY LN CORONA CA 92880
127200042-2	between I-15 & Fourth St.	1.02	LUIS & CATALINA GONZALEZ 5772 TERRITORY LN CORONA CA 92880
127210020-3	2655 Hamner Av.	0.62	GUR SATGUR TERI OAT INC 280 OLDENBURG LN NORCO CA 92860
127300015-7	between 2630 & 2682 Reservoir Dr.	0.98	ROBERT SPANGLER 2756 SWEET RAIN WY CORONA CA 92881

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127331012-0	2830 Reservoir Dr.	0.20	PAT & EMMA ALVARADO C/O ROLLIE ALVARADO 6072 CANDLE LIGHT LN YORBA LINDA CA 92886
129-180-0012	east of 3068 2nd St.	0.51	Robert VaVerka 4908 E. Holbrook St. Anaheim, CA, 92807
129-180-0013	east of 3068 2nd St.	0.51	Robert VaVerka 4908 E. Holbrook St. Anaheim, CA, 92807
129230018-8	SWC Town & Country Dr. & Hamner Av.	1.13	KENNEDY & LILLIE CHUNG 5352 NEWFIELD CR HUNTINGTON BEACH CA 92649-3687
129230033-1	west of 2900 Hamner Av.	5.38	COPPERFIELD INV & DEV CO 600 ST PAUL AV #250 LOS ANGELES CA 90017
129230034-2	south of 1901 Town & Country Dr.	4.43	COPPERFIELD INV & DEV CO 600 ST PAUL AV #250 LOS ANGELES CA 90017
129230036-4	west of 2900 Hamner Av.	6.38	COPPERFIELD INV & DEV CO 600 ST PAUL AV #250 LOS ANGELES CA 90017
129230037-5	north of 2900 Hamner Av.	2.45	CHRIS BONORRIS 1630 COACHWOOD LA HABRA CA 90631
129380009-4	2438 Hamner Av.	1.63	SFP E PO BOX 5350 Bend, OR, 97705
129380010-4	south side of Third St. at Hamner Av.	2.26	REXCO 2518 N. Santiago Blvd Orange, CA, 92867
130100011	behind Quiet Hill Ct.	32.43	Orange County Flood Control 300 N Flower 6th Floor Santa Ana, CA, 92703
130134002-6	1853 Pali Dr.	0.22	THOMAS & SHARON MCKIERNAN 1526 W BOULDER ST COLORADO SPRINGS, CO 80904
130240007-9	behind 3490 Hamner Av.	6.87	ROBERT GREGORY 4328 CORONA AV NORCO CA 92860
130240019-0	south of 2191 Fifth St.	1.65	MAR VISTA CBA C/O DOUG CROUSE 2191 FIFTH ST STE 200 NORCO CA 92860
130240020-0	NWC Fifth St. & Norconian Dr.	0.22	MAR VISTA CBA C/O DOUG CROUSE 2191 FIFTH ST STE 200 NORCO CA 92860
130240021-1	Norco Dr. west of ARCO	7.20	DAVID LUCE 20229 SW TREMONT WAY BEAVERTON, OR 97007
130240022-2	behind 3646 Hamner Av.	25.36	FISERV ISS & CO 20229 SW TREMONT WAY BEAVERTON, OR 97007
130240023-3	across from 3600 & 3636 Norconian Dr.	12.23	FISERV ISS & CO 2551 HAVEY LN STOUGHTON WI 53589

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130240025-5	Fifth St. & Norconian Dr.	0.31	MAR VISTA CBA C/O DOUG CROUSE 2191 FIFTH ST STE 200 NORCO CA 92860
130240031-0	3636 Norconian Dr.	4.10	L U S A SWAMINARAYAN GURUK 3984 HOLLOW RIDGE CT YORBA LINDA CA 92887
130240045-3	Hamner Av. surrounding ARCO	4.75	NORCO BEACON HILL ASSEMBLY OF GOD INC PO BOX 5236 NORCO CA 92860
130250004-7	south of 3646 Hamner Av.	1.40	NORCO EQUESTRIAN 17510 PIONEER BLVD #224 ARTESIA CA 90701
130250005-8	north of 3490 Hamner Av.	1.88	NORCO EQUESTRIAN 17510 PIONEER BLVD #224 ARTESIA CA 90701
130250006-9	north of 3480 Hamner Av.	1.94	ROBBIN KOZIEL PO BOX 148 NORCO CA 92860
131070014-7	south of 4231 Valley View Av.	4.44	GEORGE SINICHAK 13814 WALNUT ST WHITTIER CA 90602
131101010-8	Hamner Av./Taft St./Old Hamner Rd.	3.40	SAMIR B & MANISHA B PATEL 701 S BROOKHURST ST ANAHEIM CA 92804
131150024-3	between 4081 & 4191 Valley View Av.	3.39	JUDITH METZGER 10920 PARISE DR WHITTIER CA 90604
131160003-5	NWC Valley View Av. & Sixth St.	0.87	HENRIK MARCINIAK 3140 W STONYBROOK DR ANAHEIM CA 92804
131180035-6	1025 Sixth St.	0.41	TAMI & ANTHONY LAMAGNA TODD & PAULA TAYLOR 3311 VIA GIOVANNI CR CORONA CA 92881
131192021-0	north of 3838 Sierra Av.	1.02	HANUMANTHA REDDY 25 STARVIEW IRVINE CA 92603-0148
131200002-7	north of 3821 Sierra Av.	0.44	DANIEL YARUSI 32158 CAMINO CAPISTRANO #A SAN JUAN CAPISTRANO CA 92675-3720
131210025-9	SWC Sixth St. & Corona Av.	0.37	DAVE & REBBECAH GONZALES 25525 CARANCHO RD TEMECULA CA 92590
131230019-6	Hamner Av. between Fifth & Sixth Streets	0.91	CHAPARRAL PARTNERS C/O CHARLES GOSNELL 1240 E. ONTARIO CORONA CA 92881
131280017-9	south of 3597 Sierra Av.	1.09	LUANNA SERRATO 6780 ANGELINA STREET CHINO CA 91710

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131320027-1	Hamner Av. betw Fifth & Sixth Streets	0.86	CHAPARRAL PARTNERS C/O CHARLES GOSNELL 1240 E. ONTARIO
131320028-2	Hamner Av. betw Fifth & Sixth Streets	1.00	CHAPARRAL PARTNERS C/O CHARLES GOSNELL 1240 E. ONTARIO CORONA CA 92881
131330016-2	3516 Valley View Av.	3.72	RICHARD & REBECCA LEWIS 6 WEYMOUTH CT NEWPORT BEACH CA 92660
133090009-9	south of 4210 Crestview Dr.	2.35	PAULETTE FREDERICK 4200 CRESTVIEW DR NORCO CA 92860
133090010-9	south of 4232 Crestview Dr.	2.18	BRYAN & HEATHER SNOW 2938 VALLEY VIEW AVE NORCO CA 92860
133141018-4	NEC Sixth St. & Temescal Av.	1.51	EQUINE VETERINARY SPECIALISTS INC 20022 DANIEL LN ORANGE CA 92869
133150022-5	623 Sixth St.	0.38	ALAN HASSO PO BOX 17358 ANAHEIM CA 92807
133150027-0	633 Sixth St.	0.48	KHALED S FARAH 5753 SANTA ANA CYN #137 ANAHEIM CA 92807
133160026-0	east of 433 Sixth St.	0.40	PARKER LIN / SOON NA 1687 CURTISS CT LA VERNE CA 91750
133160031-4	east of 405 Sixth St.	0.81	LOT 16 TRUST 351 SIXTH ST NORCO CA 92860
133181010-0	Center Av. south of 818 Sixth St.	0.42	STANLEY & LINDA SCOTT 42131 SAN JOSE DR SAN JACINTO CA 92583
133181016-6	east of 892 Sixth St.	0.96	JOSEPH & GERALDINE DIGIULIO 3657 NETTLE PL FALLBROOK CA 92028
133190009-8	3861 Hillside Av.	0.57	CRC FEDERAL CREDIT UNION PO BOX 129 NORCO CA 92860
133190044-9	682 Sixth St.	0.10	CRC FEDERAL CREDIT UNION PO BOX 129 NORCO CA 92860
133190046-1	688 Sixth St.	0.13	CRC FEDERAL CREDIT UNION PO BOX 129 NORCO CA 92860
133200022-9	SW Corner of 6th & California	2.41	LOUIS DECOSTA & CATHERINE IBARRA C/O CASEY & MUNN PO BOX 1064 PALM SPRINGS, CA, 92263
133222018-4	between 3721 & 3759 Center Av.	0.55	ROBERT KLING & DOROTHY BUTTS 531 MAIN ST #211 EL SEGUNDO CA 90245
133250033-4	110 Buckskin Ln.	0.59	MILTON HARRISON 212 E 19TH ST COSTA MESA CA 92627
133270002-8	3631 Hillside Av.	1.83	HECTOR & FLAVIA YANEZ 3691 CENTER AV NORCO CA 92860

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133330003-4	California Av. at Fifth St.	0.73	SOUTHERN CALIFORNIA EDISON PO BOX 800 ROSEMEAD CA 91770
133340018-9	off East St. & South Fork Dr.	0.94	SOUTHERN CALIFORNIA EDISON 2131 WALNUT GROVE 2ND FL ROSEMEAD CA 91770
133340019-0	south of 3540 South Fork Dr.	0.57	JOSEPH & MARGARET RULLO PO BOX 481 SURFSIDE CA 90743
133340021-1	south of 3540 South Fork Dr.	0.57	JOSEPH & MARGARET RULLO PO BOX 481 SURFSIDE CA 90743
133340022-2	south of 3540 South Fork Dr.	0.57	JOSEPH & MARGARET RULLO PO BOX 481 SURFSIDE CA 90743
133340023-3	south of 3540 South Fork Dr.	0.57	JOSEPH & MARGARET RULLO PO BOX 481 SURFSIDE CA 90743
153030007-7	near Grulla Ct.	1.00	HARD CORP C/O SANTA ANA VALLEY IRRIGATION CO 2555 3RD ST SACRAMENTO CA 95818
153030008-8	near Grulla Ct.	1.20	SOUTHERN CALIFORNIA EDISON 2131 WALNUT GROVE 2ND FLOOR
153030009-9	near Grulla Ct.	0.40	SOUTHERN CALIFORNIA EDISON 2131 WALNUT GROVE 2ND FLOOR
153030011-0	California Av. & Grulla Ct.	9.80	SOUTHERN CALIFORNIA EDISON 2131 WALNUT GROVE 2ND FLOOR ROSEMEAD CA 91770
153180020-2	behind 4645 Pedley Av.	1.25	VINCENT & PEGGY LARIVIERE 5581 INNER CIRCLE DR RIVERSIDE CA 92506
153222009-2	behind 4521 & 4535 Crestview Dr.	2.19	FRANCES VAUGHAN 3806 HIGHWAY 90 WEST DEL RIO TX 78840
153222019-1	behind 4591 Crestview Dr.	0.54	ERIK CAMPBELL 128 ALLVIEW PLACE NORCO CA 92860
153231010-0	next to 4409 California Av.	0.51	BLANCA RODRIGUEZ 15753 RANDALL AVE FONTANA CA 91739
153232007-1	across from 4460 thru 4490 Crestview Dr.	4.67	ADOLFO PONCE 1193 SANTA FE WAY NORCO CA 92860
168021003-3	west of 190 Mt. Rushmore Dr.	0.45	ROGER FRIZZEL 11290 ARLINGTON AV RIVERSIDE CA 92505
168023007-3	north of 4011 Mt. Tobin Ct.	0.42	RAYNOLD DALE & CAROL LYNN SAUGSTAD 4010 PIKES PEAK DR NORCO CA 92860
168023008-4	SEC Mt. Tobin Ct. & Mt. Shasta Dr.	0.38	FIRST PACIFIC COAST CONST & DEV INC C/O CORREAFIRST PACIFIC CONST & DEV 10834 HOLE AV RIVERSIDE CA 92505

2016 Master Vacant Parcel List
Exhibit "A"

168060003-4	next to 4221 Crestview Dr.	38.19	ARLINGTON CEMETERY ASSN INC C/O PIERCE BROS CRESTLAWN MEMORIAL PARK GENERAL MANAGER 11500 ARLINGTON AV RIVERSIDE CA 92505
16806003-4	next to 4221 Crestview Dr.	38.19	ARLINGTON CEMETERY ASSN INC C/O PIERCE BROS CRESTLAWN MEMORIAL PARK PO BOX 130548 HOUSTON TX 77219

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Cheryl L. Link, City Clerk

DATE: March 2, 2016

SUBJECT: City Council Appointments to Southern California Association of Governments (SCAG) General Assembly Meeting to be Held on May 5-6, 2016

RECOMMENDATION: Appoint Mayor Kevin Bash as the delegate and Council Member Ted Hoffman as the alternate for the Southern California Association of Governments General Assembly meeting on May 5-6, 2016.

BACKGROUND/ANALYSIS: The Southern California Association of Governments (SCAG) General Assembly meeting will be held in May of 2016 and, as a member of SCAG, the City Council is recommended to select a delegate and alternate to represent the City of Norco at this annual meeting.

BACKGROUND/ANALYSIS: SCAG will be holding its General Assembly meeting on May 5 –6, 2016 in La Quinta, California. Each year, SCAG's member cities select a delegate and alternate to represent their city to participate in this annual meeting.

Mayor Bash has declared an interest in attending as the delegate and Council Member Hoffman has shown interest as the alternate. Therefore, it is recommended that the City Council approve the appointment of Mayor Bash as the delegate and Council Member Hoffman as the alternate. Following approval, the City Clerk will prepare a minutes action excerpt and submit it to SCAG.

FINANCIAL IMPACT: No financial impact as a result of this action.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Cheryl L. Link, City Clerk

DATE: March 2, 2016

SUBJECT: Appointments to Western Riverside County Regional Wastewater Authority Board of Directors for 2016

RECOMMENDATION: Adopt **Resolution No. 2016-10**, appointing Mayor Pro Tem Greg Newton and Public Works Director Chad Blais as the designees and Council Member Ted Hoffman and Water and Sewer Consultant Bill Thompson as the alternates to the Western Riverside County Regional Wastewater Authority Board of Directors

SUMMARY: Each calendar year, the City Council makes appointments to various standing committees and other governmental agencies. The appointments for the 2016 calendar year were presented to the City Council and approved on December 16, 2015 and became effective January 1, 2016. However, the appointments made to the Western Riverside County Regional Wastewater Authority are required to be adopted by resolution.

BACKGROUND/ANALYSIS: On December 16, 2015, the City Council made appointments to various committees and other governmental agencies for the 2016 calendar year. Following the Council action, the City Clerk's Office notified the various committees and governmental agencies of these appointments.

Recently, the City Clerk's Office was notified that the City's appointments to the WRRCWA Board of Directors must be adopted by resolution. The Joint Exercise of Powers Agreement creating Western Riverside County Regional Wastewater Authority, states each party shall designate and appoint, by resolution of its governing body, persons to act as its representatives on the Board of Directors of the Authority. The City may also appoint additional elected officials and/or staff members to the Board. Staff is recommending that Public Works Director Chad Blais and Water and Sewer Consultant Bill Thompson be appointed as the additional designee and alternate, respectively. Therefore, adoption of Resolution No. 2016-10, confirms the City Council appointments made to the WRRCWA Board of Directors for the 2016 calendar year and additionally appoints two staff members.

Attachments: Resolution No. 2016-10
Minutes Excerpt of December 16, 2015 Council Meeting
City Council Agency and Committee Appointments 2016 List

RESOLUTION NO. 2016-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO APPOINTING TWO DESIGNEES AND TWO ALTERNATES TO THE BOARD OF DIRECTORS OF THE WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY

WHEREAS, the City of Norco is required by the Joint Exercise of Powers Agreement creating the Western Riverside County Regional Wastewater Authority (WRCRWA) to appoint representatives to the Authority's Board of Directors to represent the City of Norco; and

WHEREAS, on December 16, 2015, the City Council appointed Mayor Pro Tem Greg Newton as the City's designee on WRCRWA's Board of Directors and Council Member Ted Hoffman as the City's alternate on WRCRWA's Board of Directors; and

WHEREAS, the City of Norco shall also appoint Public Works Director Chad Blais and Water and Sewer Consultant Bill Thompson as designee and alternate, respectively, to the WRCRWA Board of Directors.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Norco that the following are hereby designated and appointed to serve as designees and alternate designees on WRCRWA's Board of Directors:

1. Mayor Pro Tem Greg Newton and Public Works Director Chad Blais shall serve as the designees on WRCRWA's Board of Directors; and
2. Council Member Ted Hoffman and Water and Sewer Consultant Bill Thompson shall serve as the alternate designees on WRCRWA's Board of Directors.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held March 2, 2016.

Kevin Bash, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

Resolution 2016-10

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March 2, 2016

I, Cheryl L. Link, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on March 2, 2016 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Norco, California on March 2, 2016.

Cheryl L. Link, CMC, City Clerk
City of Norco, California

Norco City Council Regular Meeting Minutes Excerpt December 16, 2015

2. CITY COUNCIL CONSENT ITEMS:

- G. City Council Appointments to Regional Boards, Standing Committees and Other City Council-Appointed Committees for Calendar Year 2016. **Action:**
Approved the recommended City Council appointments for the 2016 calendar year. (City Clerk)

**M/S HANNA/NEWTON to approve the Consent Calendar items as recommended.
The motion was carried by the following roll call vote:**

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

/s/

Cheryl L. Link, CMC, City Clerk
City of Norco, California

City Council Agency and Committee Appointments 2016

Agency	Designee	Alternate	Meeting Date	Time	Place	Stipend
Chino Basin Desalter Authority Board	Mayor Pro Tem Greg Newton	Public Works Director	Quarterly, 1 st Thursday	6:00 p.m.	2151 S. Haven Avenue, Suite 202, Ontario	\$150 per meeting no mileage
Local Agency Formation Commission, Riverside County – City Selection Committee (LAFCO)	Council Member Ted Hoffman	Mayor Pro Tem Greg Newton	--	--	3850 Vine Street, Suite 240, Riverside	--
Northwest Mosquito and Vector Control District	Council Member Berwin Hanna	Council Member Ted Hoffman	3 rd Thursday	3:00 p.m.	1966 Compton Avenue, Corona	\$100 per meeting; no mileage
Riverside Conservation Authority (RCA)	Mayor Kevin Bash	Council Member Berwin Hanna	1 st Monday	1:00 p.m.	3403 10 th Street, Suite 320, Riverside	\$100 per meeting plus mileage
Riverside County Transportation Commission (RCTC)	Council Member Berwin Hanna	Council Member Ted Hoffman	2 nd Wednesday	9:00 a.m.	4080 Lemon Street, 3 rd Floor, Riverside	\$100 per meeting plus mileage
Riverside Transit Agency (RTA)	Council Member Berwin Hanna	Council Member Ted Hoffman	4 th Thursday	2:00 p.m.	1825 Third Street Riverside	\$150 per meeting plus mileage
Western Riverside Council of Governments (WRCOG) Executive Committee Administration and Finance Committee	Mayor Kevin Bash	Council Member Ted Hoffman	1 st Monday - 2 nd Wednesday	2:00 p.m. - 12:00 p.m.	4080 Lemon Street, Riverside	\$150 per meeting; no mileage
Western Riverside County Regional Wastewater Authority (WRCRWA)	Mayor Pro Tem Greg Newton	Council Member Ted Hoffman	As needed	--	Corona City Hall	--
Committees	Member	Member	Meeting Date	Time	Place	
City Audit Committee	Council Member Robin Grundmeyer	Council Member Ted Hoffman	As needed	--	Norco City Hall	--
Corona-Norco Schools Committee	Mayor Kevin Bash	Council Member Robin Grundmeyer	Quarterly, 3 rd Monday	3:30 p.m.	CNUSD Office, Norco City Hall	--
Economic Development Advisory Council (EDAC)	Mayor Kevin Bash	Council Member Ted Hoffman	4 th Tuesday	8:15 a.m.	Norco City Hall	--
George A. Ingalls Veterans Memorial Plaza Committee	Mayor Kevin Bash	Council Member Ted Hoffman	As needed	--	Norco City Hall	
United Norconians for Life Over Alcohol and Drugs (UNLOAD)	Council Member Robin Grundmeyer	Mayor Kevin Bash	Last Monday (dark in Summer)	6:00 p.m.	Norco City Hall	--
Leads on Manure-to-Energy Issues	Mayor Pro Tem Greg Newton	Council Member Ted Hoffman	As needed	--	Norco City Hall	--
California Rehabilitation Center Citizen's Advisory Committee	Council Member Ted Hoffman	City Manager Andy Okoro	2nd Tuesday (every two months)	4:30 p.m.	CRC In-Service Training Classroom	--

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED: Chad Blais, Director of Public Works

DATE: March 2, 2016

SUBJECT: Acceptance of Proposal and Award of Performance Services Contract for Hydrant and Isolation Valve Assessment Services

RECOMMENDATION: Accept the proposal submitted for the Fire Hydrant and Isolation Valve Assessment, Testing and Information Management Program, award contract to Wachs Water Services, and authorize the City Manager to execute the contract in the amount not to exceed \$130,000.

SUMMARY: The City of Norco owns and operates a potable water system designed to provide reliable high quality drinking water to its customers, which includes an estimated 125 miles of pipeline, 8,000 customer service lines and meters, 2,500 valves and 1,200 hydrants.

BACKGROUND/ ANALYSIS: The City of Norco owns and operates a potable water system designed to provide reliable high quality drinking water to its customers. The infrastructure that makes up the water system, in part, includes an estimated 125 miles of pipeline, 8,000 customer service lines and meters, 2,500 valves and 1,200 hydrants. In order to properly maintain the water system to acceptable performance levels, the Public Works Department should have standard operating procedures that outline a management plan for the testing and maintenance all of its valves and hydrants. However, to date, the Public Works Department does not have a formal and consistent annual maintenance program for valves and hydrant or funding for such a program.

To rectify this maintenance deficiency, staff conducted an evaluation of available data and determined the water system had approximately 1,200 hydrants and isolation valves that would need to be initially assessed and tested to determine their current operational condition and then make any necessary repairs to ensure the hydrant portion of the water system is 100% functional. Following this initial comprehensive testing and assessment, Public Works will then initiate its new annual maintenance plan to provide annual funding for contract services that will ensure every hydrant and isolation valve for each hydrant is tested and maintained on a rotating two-year cycle (600 hydrants per year).

In September 2015, Public Works requested and received a proposal from Wachs Water Services (Wachs) to provide Assessment and Testing of Fire Hydrants and Isolation Valves for the City of Norco (see attached). Wachs was requested to provide a proposal because they have been providing valve and hydrants testing and exercising service to the City of Corona for the past 6 years. Wachs was willing to provide the City of Norco the same unit

price as bid during the RFP process for the City of Corona, therefore staff did not seek any other proposal. However, Public Works decided to engage Wachs in a \$25,000 pilot program to test and assess only 200 hydrants and isolation valves in order to determine and evaluate Wachs performance and ability to provide the desired level of work and detailed report deliverables.

Wachs completed the pilot program within 30 days and staff was very pleased with the information communicated to staff on a daily basis regarding any repairs or concerns that was experienced in the field. In addition, the final reports prepared by Wachs were detailed in nature and the collection of GPS data gathered for each hydrant and isolation valve will provide for accurate mapping as part of the City's GIS program. Therefore, based on the success of the pilot program, Public Works is seeking City Council approval to execute a contract for the remaining 1,000 hydrants and isolation valves to be tested and assessed by Wachs.

FINANCIAL IMPACT: The cost for the proposed performance service contract in the amount of \$130,000 was approved by the City Council on February 17, 2016 as part of the Mid-Year Budget Amendment.

Attachment: Agreement

CITY OF NORCO
FIRE HYDRANT AND ISOLATION VALVE ASSESSMENT, TESTING AND
INFORMATION MANAGEMENT PROGRAM
AGREEMENT

1. Parties and Date.

This Agreement is made and entered into this **2nd day of March, 2016** by and between the **City of Norco**, a municipal corporation of the State of California, located at 2870 Clark Avenue, Norco, California 92860, County of Riverside, State of California, (hereinafter referred to as "City") and **Wachs Water Services.**, a corporation with its principal place of business at 170 Vander Street, Unit F, Corona, CA 92880 (hereinafter referred to as "Contractor"). City and Contractor are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

2. Recitals.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain maintenance services required by the City on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing street and alley maintenance services to public clients, that it and its employees or subcontractors have all necessary licenses and permits to perform the Services in the State of California, and that is familiar with the plans of the City.

2.2 Project.

Contractor desires to engage Contractor to render such services for the Fire Hydrant and Isolation Valve Assessment, Testing and Information Management Program ("Project") as set forth in this Agreement.

3. Terms.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately complete the tasks described and set forth in Exhibit A (Wachs Water Services proposal), attached hereto and incorporated herein as though set forth in full ("Services"). All Services shall be subject to, and performed in accordance with this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. This AGREEMENT shall commence on March ____, 2016, and shall remain and continue in effect until tasks described herein are completed unless sooner terminated pursuant to the provisions of this AGREEMENT. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Contractor.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit A attached hereto and incorporated herein by reference. Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the Schedule, City shall respond to Contractor's submittals in a timely manner. Upon request of City, Contractor shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Contractor shall be subject to the approval of City.

3.2.4 City's Representative. The City hereby designates the Director of Public Works, or his designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Agreement. Contractor shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.5 Contractor's Representative. Contractor hereby designates Steve Kirchner – Vice President, or his designee, to act as its representative for the performance of this Agreement ("Contractor's Representative"). Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Agreement. The Contractor's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.6 Coordination of Services. Contractor agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.7 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Services. Contractor warrants that all employees and

subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Any employee of the Contractor or its sub-contractors who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.7.1 Period of Performance and Liquidated Damages. Contractor shall perform and complete all services under this Agreement within the term set forth in Section 3.1.2 above ("Performance Time"). Contractor shall perform the Services in strict accordance with any completion schedule or Project milestones described in Exhibit A attached hereto, or which may be provided separately in writing to the Contractor. Contractor agrees that if the Services are not completed within the aforementioned Performance Time and/or pursuant to any such completion schedule or Project milestones developed pursuant to provisions of this Agreement, it is understood, acknowledged and agreed that the City will suffer damage. Pursuant to Government Code Section 53069.85, Contractor shall pay to the City as fixed and liquidated damages, and not as a penalty, the sum of:

- 1) Non-emergency work (see Exhibit A): Two Hundred Fifty Dollars (\$250.00) per day for each and every day of delay beyond the specified start time or beyond any completion schedule or Project milestones established pursuant to this Agreement.
- 2) Emergency Work: (see Exhibit A) Liquidated damages will be assessed at the rate of \$100 per hour for each hour after the maximum response time for emergency response.

3.2.8 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If the Contractor performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.9 Insurance.

3.2.9.1 Time for Compliance. Contractor shall not commence work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor

to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section.

3.2.9.2 Minimum Requirements. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Contractor, its agents, representatives, employees or subcontractors. Contractor shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability:* Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability:* Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (3) *Workers' Compensation and Employer's Liability:* Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability:* \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability:* \$1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability:* Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease.

3.2.9.3 Insurance Endorsements. The insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms supplied or approved by the City to add the following provisions to the insurance policies:

(A) General Liability. The general liability policy shall be endorsed to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the work or operations performed by or on behalf of the Contractor, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it in any way.

(B) Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Contractor or for which the Contractor is responsible; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its

directors, officials, officers, employees, agents, and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it in any way.

(C) Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the City, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Contractor.

(D) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its directors, officials, officers, employees, agents, and volunteers.

3.2.9.4 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors, officials, officers, employees, agents, and volunteers.

3.2.9.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. Contractor shall guarantee that, at the option of the City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its directors, officials, officers, employees, agents, and volunteers; or (2) the Contractor shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

3.2.9.6 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A: VIII, licensed to do business in California, and satisfactory to the City.

3.2.9.7 Verification of Coverage. Contractor shall furnish City with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the City if requested. All certificates and endorsements must be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.2.9.8 Reporting of Claims. Consultant shall report to the City, in addition to Consultant's insurer, any and all insurance claims submitted by Consultant in connection with the Services under this Agreement.

3.2.10 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all

employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.2.11 Bonds.

3.2.11.1 Performance Bond. Contractor shall execute and provide to City concurrently with this Agreement a Performance Bond in the amount of the total, not-to-exceed compensation indicated in this Agreement, and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until it has been received and approved by the City.

3.2.11.2 Payment Bond. Contractor shall execute and provide to City concurrently with this Agreement a Payment Bond in the amount of the total, not-to-exceed compensation indicated in this Agreement, and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until it has been received and approved by City.

3.2.11.3 Bond Provisions. Should, in City's sole opinion, any bond become insufficient or any surety be found to be unsatisfactory, Contractor shall renew or replace the affected bond within 10 days of receiving notice from City. In the event the surety or Contractor intends to reduce or cancel any required bond, at least thirty (30) days prior written notice shall be given to the City, and Contractor shall post acceptable replacement bonds at least ten (10) days prior to expiration of the original bonds. No further payments shall be deemed due or will be made under this Agreement until any replacement bonds required by this section are accepted by the City. To the extent, if any, that the total compensation is increased in accordance with the Agreement, the Contractor shall, upon request of the City, cause the amount of the bonds to be increased accordingly and shall promptly deliver satisfactory evidence of such increase to the City. To the extent available, the bonds shall further provide that no change or alteration of the Agreement (including, without limitation, an increase in the total compensation, as referred to above), extensions of time, or modifications of the time, terms, or conditions of payment to the Contractor, will release the surety. If the Contractor fails to furnish any required bond, the City may terminate this Agreement for cause.

3.2.11.4 Surety Qualifications. Only bonds executed by an admitted surety insurer, as defined in Code of Civil Procedure Section 995.120, shall be accepted. The surety must be a California admitted surety with a current A.M. Best's rating no less than A:VIII and satisfactory to the City. If a California admitted surety insurer issuing bonds does not meet these requirements, the insurer will be considered qualified if it is in conformance with Section 995.660 of the California Code of Civil Procedure, and proof of such is provided to the City.

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit C attached hereto and incorporated herein by reference. The Services shall be performed on an "as needed" basis, and the City shall issue a purchase order for said "as needed" services. Extra work may be authorized, as described below, and if authorized, will be

compensated at the rates and manner set forth in this Agreement. The total contract shall be in the "not to exceed" amount of \$130,000 for the term of the contract.

3.3.2 Payment of Compensation. Contractor shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Contractor. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from City's Representative.

3.3.5 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 1600, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof,

at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to City, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the follow address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor:

**Wachs Water Services
170 Vander Street, Unit F
Corona, CA 92880
Attention: Ramsey Hemaiden, Pete Olsen**

City:

**City of Norco
2870 Clark Avenue
Norco, CA 92860
Attention: Director of Public Works**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the US Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.4 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.5 Indemnification. Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage, or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all

consequential damages and attorney's fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents, or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents, or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, official's officers, employees, agents, or volunteers.

3.5.6 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.7 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Riverside County.

3.5.8 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.9 City's Right to Employ Other Contractors. City reserves right to employ other contractors in connection with this Project.

3.5.10 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.11 Assignment or Transfer. Contractor shall not assign, hypothecate or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.12 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Contractor include all personnel, employees, agents, and subcontractors of Contractor, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Agreement.

3.5.13 Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.14 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit,

privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel or otherwise.

3.5.15 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.16 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.17 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subcontractors to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.18 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.19 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.20 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.21 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.6 Subcontracting.

3.6.1 Prior Approval Required. Contractor shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

Name of Contractor:

*By:

Signature

Name and Title

OWNER: CITY OF NORCO, a municipal corporation

*By:

Andy Okoro - City Manager

ATTEST:

Cheryl L. Link, City Clerk

APPROVED AS TO FORM:

John R. Harper, City Attorney

EXHIBIT A
Proposal of Services
(see attachments)

City of Norco
 Bill Thompson, Director
 2870 Clark Avenue
 Norco, CA 92860

September 4, 2015

Subject: Fire Hydrant and Isolation Valve Assessment, Testing and Information Management Program

Wachs Water Services (WWS) is pleased to submit our proposal to the City of Norco for the Assessment and Testing of Fire Hydrants and Isolation Valves in the City of Norco distribution system. We believe that local staff's experience assessing and testing valves and hydrants in the City of Corona's water distribution system for the past five years, along with more than a decade of performing similar services successfully in more than 200 utilities, uniquely qualifies the Wachs Water Services team as the most experienced and the right choice to deliver these important services to the City of Norco. Wachs Water Services submits the following information regarding our company:

Company Name: Wachs Valve and Hydrant Services, LLC (dba Wachs Water Services)
 Company Tax ID No: 36-4377643
 Company Address: 801 Asbury Drive, Buffalo Grove, IL, 60089
 Local Address: 170 Vander Street, Unit F, Corona, CA 92880

The Wachs Water Services Team stands ready to perform the services outlined in Attachment A, We are confident that we will deliver the successful completion of the and we want to thank you for the opportunity to submit our proposal on this very important project, and we look forward to a favorable decision on behalf of the Wachs Water Services Team. The pricing breakdown is:

Scope of Work	Quantity	Unit Price	Total
Mobilization	1	\$ 1,000.00	\$0*
Fire Hydrant Assessment, Testing & Survey with GPS	1,000	\$ 64.05	\$ 64,050.00
Isolation Valve Assessment, Testing & Survey with GPS	1,000	\$ 61.20	\$ 61,200.00
Total			\$125,250.00

*Waived mobilization rate due to local crew availability.

We look forward to providing our valve and hydrant assessment services. Please advise if you have any questions regarding this proposal and scope.

Sincerely,

Ramsey Hemaidan
 West Region BDM
 (303) 999-7228

Peter Olson, Jr.
 Project Manager
 (847) 691-3008

GENERAL

Overall Summary

The City of Norco desires to initiate this professional services agreement for a Fire Hydrant and Isolation Valve Assessment, Testing and Information Program which serves three primary purposes:

- To evaluate and improve the operability of fire hydrants and isolation valves in the water distribution system through hands on field activities.
- To document, integrate and analyze location, operational and physical information of hydrants and isolation valves in the water distribution system through professional services activities.
- To define and refine the scope and value of an ongoing system wide program through consulting activities.

This agreement is for a hydrant and valve program, which may be extended, by mutual agreement, for up to two additional 1-year periods.

Program Description

The City of Norco desires Wachs Water Services (WWS) to develop, plan and execute a program to locate, inspect, clean out, assess, exercise, operationally test, mark, record mapping grade GPS data, document attribute characteristics, create a deliverable database and create work orders for water distribution system fire hydrants and isolation valves. This program will address approximately 1000 hydrants and isolation valve in the City of Norco distribution system. WWS will analyze the results of the program and deliver a summary and final asset report to the City of Norco. The results of this program will be used to evaluate the value of a system wide program.

SPECIFIC FUNCTIONS OF WACHS WATER SERVICES

Locate Hydrants and Isolation Valves

The City of Norco will provide the successful service provider with a minimum of two copies of the most current water distribution maps for the project area. WWS will locate all water distribution assets (mainline valves and fire hydrant isolation valves and fire hydrants) using the following guidelines:

- The service provider will search for all assets visually using the maps provided.
- WWS will search for water assets shown, but not identified by visual inspection, using a magnetic locator, probing rods and other tools.
- If the asset cannot be located after searching for fifteen minutes, it will be identified in the database as "CANNOT LOCATE", documented as a work order, creating a mapping grade GPS position at the location where searched and otherwise treated as a standard assessment.

Identify Assets

Each water distribution asset record will be identified by its corresponding City of Norco identification number. In cases where Asset ID's are not available, WWS will create a temporary asset identification number that will be agreed upon before field operations commence.

Access Valves

The valve cover shall be removed by WWS in order to access the valve. If, after attempting to remove the valve cover, it is clear that the cover is "stuck" the cover will be broken, the valve accessed and the cover replaced. Covers will be provided by the City of Norco.



Access Hydrants

WWS is expected to clear obstructing plant growth (weeds, grass) from an area two feet surrounding the base of the fire hydrant prior to operating.

Clean Out Valve Box/Vault

WWS will vacuum out debris or pump out water from the box/vault in order to allow access to the valve operating nut and bonnet bolts where possible. In every case the operating nut must be exposed and clearly visible (not under water or debris) when the valve is exercised. In order to provide this service WWS must provide a vacuum and water pump with every work crew. The City of Norco will provide a location for discarding materials vacuumed out of the valve structures.

Inspection

WWS will execute a visual inspection of the asset. This inspection will be conducted from street level and is intended to discover discrepancies that are readily visible from above ground. As part of this proposal, WWS shall submit a detailed list of observations (i.e. attribute data) to be made and collected at valve and hydrant assets during this program.

Operational Testing

WWS will be required to operate all assets – valves and hydrants – fully exercising them and performing minor work order repairs while making numerous observations about the condition, operability and functionality of each asset. Observations are to be meticulously documented electronically while linking them directly to earth coordinates via GPS. WWS will operate underneath the guidelines set forth in this agreement. Due to the potential condition or deterioration of assets that may or may not have been maintained, WWS will not be held liable for any assets that fail or break or the consequences of such failures during the operating procedures due to pre-existing conditions. Any assets that fail or break during operation will be repaired or replaced by the utility.

Fire Hydrant Testing and Exercising

WWS will mechanically test; pressure test and flow test each fire hydrant. The mechanical inspection includes removing, greasing and replacing all caps, slowly opening and bleeding the air out of the fire hydrant pressurizing the barrel at full system pressure and noting discrepancies. The mechanical inspection also includes performance of all valve activities (as noted in other sections of this scope) on the hydrant isolation valve.

The pressure test will be conducted with the fire hydrant charged at full system pressure and any leakage will be documented and the static pressure recorded. The flow test will be conducted by opening the cap, affixing a diffuser, slowly opening the fire hydrant to the full open position observing velocity pressure (pitot pressure) and residual pressure on the same hydrant.

At this time the fire hydrant will be slowly closed, drainage of the fire hydrant will be observed, caps will be replaced and the area will be fully restored. The specific operational testing information to be documented is noted in the documentation section.

Valve Exercising

WWS will exercise each valve a minimum of two full cycles and operations and exercising will continue until operating torque stabilizes without measurable decreases and valve turn count stabilized without measurable increases. Exercise is defined as a full cycle, from open to shut to open again. All valves will be exercised at the lowest operational torque. More explicitly, torque will be reduced immediately following initial movement of the valve to the lowest foot-pound required to continue moving the valve.

Valve Marking

Valve lid covers will be marked, as the inspection and exercising process is completed, with blue marking paint.

Equipment and Software

WWS agrees to furnish to the City of Norco all necessary materials, equipment, labor to complete the Fire Hydrant and Isolation Valve Assessment, Testing and Information Program. WWS will use an industrial vacuum with at least a 12 cu. ft. holding capacity and a water pump with a minimum pumping capacity of 100 GPM. WWS will list proposed equipment and software in response to this solicitation:

GPS Data

All the water assets encountered in this program are to be GPS mapped within sub-meter accuracy. Attribute data will be delivered in a geodatabase feature class compatible with the City of Norco's existing data schema. Coordinate data shall be field collected with autonomous GPS readings and subsequently differentially corrected via post-processing. WWS shall further refine positions through filtering and inspection to eliminate noise, problematic satellite geometry and multi-path degradation. Point features shall be collected at an epoch of 1 second with a minimum occupation of 20 seconds. Specific parameters include:

- Elevation mask: 15 degrees above the horizon
- Coordinate system: as agreed with the City of Norco
- Satellites: ≥ 4
- Position Dilution of Precision (PDOP): < 6
- Horizontal Dilution of Precision (HDOP): < 4
- Minimum number of raw positions collected: 20

In addition to database attribute requirements, the following coordinate data items shall be generated as a result of this process.

- PDOP value
- HDOP value
- Correction Status
- Date Recorded
- Time Recorded
- Total Positions
- Filtered Positions
- Horizontal Precision
- Vertical Precision
- Standard Deviation
- .cor File Name
- X-coordinate
- Y-coordinate

Documentation

Data will be documented at each asset and will be agreed upon in advance of work startup with the City of Norco.

Fire Hydrants

- Physical data
 - Asset ID number, map number, fire hydrant size, manufacturer, year, fire hydrant discrepancies (such as missing caps, misaligned nozzles, rounded operating nuts, paint condition, document leak sounds and additional physical information as necessary)
- Location data

- GPS position and coordinate data items as noted above
- Operational data
 - Turns to fully open, open direction, observed leakage (categories and details), flow observation (categories and details), specific operational discrepancies (categories and details), additional operational comments as necessary
- Discrepancies
 - Detail on discrepancies so that a work order (as described below) can be concisely created

Water Valves

- Physical data
 - Asset ID number, map number, valve size, type of valve, use of valve, valve structure, depth of valve, if clean out was necessary, valve discrepancies (categories and details), box/vault discrepancies (categories and details), document leak sounds and additional physical information as necessary
- Location data
 - GPS position and coordinate data items as noted above
- Operational data
 - Turns to fully close, torque, close direction, torque chart for larger valves or valves that are initially difficult to turn, specific operational discrepancies (categories and details), additional operational comments as necessary
- Discrepancies
 - Detail on discrepancies so that a work order (as described below) can be concisely created

Deliverable Database

WWS will provide applicable valve data in a spatially accurate format compliant with the City of Norco's existing data structure. The database shall contain the information agreed with the City of Norco.

Before field operations commence, a meeting to be attended by WWS and the City of Norco will be held to reach alignment on specific data schemas to be employed. It is at this juncture that WWS and the City of Norco will reach agreement on which specific features will be collected, the format this feature data will conform to, and the final resting place for all collected and calculated information within the City of Norco's data infrastructure so that it can be appropriately mapped and accessed by the City of Norco staff. In addition, proposals shall offer a detailed solution to seamlessly integrate field collected data into the City of Norco's enterprise data infrastructure.

Evaluation Presentation and Deliverables

WWS will evaluate and analyze the results of the program and develop an evaluation presentation for the City. This evaluation presentation will include an analysis of the results of the program, findings, learning's, suggestions and recommendations for the City. At a minimum the following deliverable reports will be presented to the City;

- Valve Operability – a detailed summary of operability before and after asset inspection and exercising was performed. Accompanying this report will be a map record of inoperable and / or broken valves.
- Out of Service Hydrant Report – Summary supporting daily calls regarding out of service hydrants, accompanied by a map document showing OOS hydrant locations.
- Frozen Valve – a detailed summary accompanied by a map depicting frozen valves. The successful vendor will recommend threshold size, torque and turn discrepancies constituting the frozen valve = "YES" attribute.
- Opened Work Orders – a detailed summary of work orders opened in the City of Norco's asset management system that could not be completed during the initial pass of

inspection and repair by the field crew. This report will be accompanied by a map document showing location detail

- Wrong Position Valves – detailed map document showing where valves were:
 - Found Closed Left Closed
 - Found Closed Left Open
- Hydrant Flow Allocation – A detailed map document allocating hydrant flow in Gallons per Minute to a predefined unit of space (this unit of space to be recommended as part of the response to this solicitation).
- Validated database compliant with ESRI ArcGIS

ADDITIONAL PROGRAM OBJECTIVES

GIS QA / QC Plan

Proposals shall include a detailed QA/QC plan identifying quality checkpoints throughout the program lifecycle. At a minimum, proposals shall describe methods for developing mapping grade horizontal accuracy and accurate attribute data.

Work Orders

WWS will create work orders for all required repairs that are needed in order to bring the valves in the system up to 100% operability. These work orders will be captured and managed in a database to be provided by WWS. Work orders will specifically note the discrepancy of the valve and the repair activity required to return the valve to full operability. Work orders will contain the following information:

- Valve or Hydrant ID
- Map number
- Specific valve or hydrant discrepancy (category and details)
- Specific repair activity required to return the valve or hydrant to full operability

Scheduling

WWS will propose an overall schedule of work to be approved by the City of Norco. The City of Norco shall approve the work schedule before allowing WWS to proceed.

Safety

WWS will abide by all OSHA safety regulations in the fulfillment of this scope of services. WWS shall provide all traffic control services necessary to insure a safe working environment for the fulfillment of the contract. As a requirement to perform this scope of work safely **each truck crew will have a minimum of two workers**. All work vehicles will be equipped with amber warning lights, strobe lights, directional arrow board lights, communications equipment and will clearly identify WWS.

Professionalism

The service provider will insure that all activities are conducted in a professional manner. At a minimum WWS will insure all personnel are in an approved uniform; all field equipment is maintained clean and neat; all trucks are clearly identified with WWS's name and contact phone number and written procedures for field operations and information management processes are contained within the vehicle in an operations manual.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Steve King, Planning Director

DATE: March 2, 2016

SUBJECT: Swap Meet Permit 2015-01 (St. Mel's Catholic Church): An application for a monthly Swap Meet/Farmers Market at St. Mel's Catholic Church located at 4140/4200 Corona Avenue within the LD (Limited Development) Zone.

RECOMMENDATION: Adopt **Resolution No. 2016-11**, approving Swap Meet Permit 2015-01.

SUMMARY: This is a request for a monthly swap meet/farmers market permit at St. Mel's Catholic Church located at 4140/4200 Corona Avenue (ref. Exhibit "A" – Location Map). Requests for swap meets that occur on a continual basis require approval by the City Council.

BACKGROUND/ANALYSIS: The Norco Municipal Code requires all swap meet permits to be approved by the City Council. The applicant is proposing a monthly swap meet/farmer's market to be conducted the second Sunday of each month between 8:00 a.m. and 3:00 p.m. The event is proposed in the grass court yard located behind the buildings that face Corona Avenue, and within the parking spaces immediately adjacent to that area on the west side (ref. Exhibit "B" – Site Plan/Aerial Photo).

Items to be sold include produce, arts and crafts, home made goods etc., and food such as kettle corn, tacos etc.

The Chapter in the Municipal Code that addresses swap meets (Chapter 5.28) does not limit the number of events that can occur on any specific property. Therefore, a monthly swap meet event can be allowed, provided that all conditions set forth by the City are met.

The provision of sufficient parking is a finding that must be made with the approval of swap meets. The subject site is developed with a church land use, where adequate paved parking exists and where there is also room at the rear of the property for any overflow. The applicant has indicated that the swap meet will primarily serve patrons of the church that go to Sunday services, but that it will also be open to the public. Because of the proposed location of the swap meet which is at a church with adequate

Agenda Item: 5.A.

parking, staff is satisfied that adequate parking will be provided for both the event and the existing church functions on Sunday. Restroom facilities will be provided inside the one of the buildings on site.

The applicant will be renting spaces to vendors within the swap meet and as such will be required to obtain a Business License (cost is \$29 to start and \$17 to re-new) from the Finance Department. Individual vendors that already have a business license within the City, and are proposing to sell the same goods as listed on the existing license, do not have to obtain any additional licensing from the Finance Department.

Businesses that do not have a Norco Business License will be required to get a Special Event Business License from the Finance Department and a temporary location seller's permit from the State Board of Equalization with Norco listed as the point of sale. These vendors will have the option of obtaining a monthly Special Event Business License (cost is \$16) each month they choose to display, or an annual Out-of-Town Business license (cost is \$89 a year) if they plan on being there several times a year.

In the attached Resolution a condition has been added that if the City Council perceives any issues or concerns with the event, then, upon direction from the City Council, it will be re-generated for potential modification to resolve the issues. This provides the flexibility needed to monitor the event and modify the permit if conflicts or safety issues arise from the interaction of church activities and event participants, or any other issues.

FINANCIAL IMPACT: None.

Attachments: Resolution No. 2016-11
Exhibit "A" – Location Map
Exhibit "B" – Site Plan/Aerial Photo

RESOLUTION NO. 2016-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, GRANTING WITH CONDITIONS, A MONTHLY SWAP MEET PERMIT AT ST. MEL'S CATHOLIC CHURCH LOCATED AT 4140/4200 CORONA AVENUE WITHIN THE LD (LIMITED DEVELOPMENT) ZONE. SWAP MEET PERMIT 2015-01

WHEREAS, ST. MEL'S CATHOLIC CHURCH submitted an application for a swap meet to the City of Norco, California under the provisions of Chapter 5.28, Title 5 of the Norco Municipal Code, for property located at 4140/4200 Corona Avenue (APN 131-070-012 and 131-150-004); and

WHEREAS, at the set time; at 7 p.m. on March 2, 2016 within the Council Chambers at 2820 Clark Avenue, Norco, California, 92860, said petition was heard by the City Council for the City of Norco; and

WHEREAS, at said time and place set, said City Council considered the aforesaid application and received both oral and written testimony pertaining to said application.

NOW, THEREFORE, the City Council of the City of Norco does hereby make the following FINDINGS AND DETERMINATION:

I. FINDINGS:

- A. The operation or conduct of the requested event, when operated in conjunction with the conditions of approval, will not be contrary to the public peace, health, safety and welfare of the City.
- B. The operation or conduct of the requested event, when operated in conjunction with the conditions of approval, will be consistent with Business Licensing requirements of the City with Norco listed as the point of sale for taxing purposes.
- C. The applicant has submitted satisfactory evidence that adequate and safe parking accommodations will be provided for the swap meet.
- D. The applicant has provided sufficient evidence of the capacity and willingness to clean up the site of the swap meet after its conclusion.
- E. The applicant has submitted satisfactory evidence that adequate toilet facilities will be provided for participants in the swap meet and the anticipated members of the public who are expected to attend the meet.

II. DETERMINATION:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norco, California, in session assembled March 2, 2016 that the application for Swap Meet 2015-01 is approved, subject to the conditions provided in Chapter 5.28 of the Municipal Code of Norco, and including but not limited to the following conditions:

1. Approval is based on Exhibit "B" – Site Plan/Aerial Photo dated October 14, 2015 and incorporated herein by reference and on file with the Planning Division. The event shall occur, the second Sunday of each month between the hours of 8:00 a.m. and 3:00 p.m., as shown unless otherwise noted in these conditions.
2. The applicant an/or recorded owner of the property shall submit to the Planning Division for record purposes, written evidence of agreement with all conditions of this approval before said permit shall become effective.
3. The project shall be in compliance with all City of Norco Municipal Codes, Ordinances and Resolutions. Non-compliance with any provisions of the Norco Municipal Code (NMC) not specifically waived in compliance with City procedures shall constitute cause for revocation and/or termination of the approvals granted under authority of permit.
4. The applicant (sponsor of the event) shall submit for approval of a Business License application to the Business License Division, including fees, which license shall be renewed annually. This includes any inspections needed by the Fire Department, the payment for which is a responsibility of the applicant.
5. Vendors shall submit for approval, a Special Event License application to the Business License Division, including fees, which license can be a one-time license for each event, or an annual Out-of-town License which shall be renewed annually. Each license applied for shall include satisfactory evidence that a California State Board of Equalization resale number has been obtained, with Norco listed as the point-of-sale.
6. Restroom facilities shall be made available to all participants in the swap meet and patrons of the event during the hours of operation of the approved Swap Meet Permit.
7. The applicant (sponsor of the event) shall be responsible for clean-up of the site after every event and for the provision of adequate disposal facilities during the event.
8. In the event conditions for approval by the City Council require the revision of plans as submitted, the applicant shall submit four copies of the approved

plan (revised to incorporate conditions for approval) to the Planning Division for record purposes.

9. No expansion of use/event beyond the scope and nature described in this application which would tend to increase the projected scale of operations shall be permitted except upon application for and approval of modification of this application in compliance with all procedures and requirements thereof.
10. Signs for the swap meet shall only be allowed on-site and must be at least 15 feet away from the horse trails. No balloons, signs or any other temporary decorations shall be allowed on the horse trail.
11. The public right-of-way (i.e., streets and horse trails) must remain clear at all times.
12. Driveway entrances, exits and fire lanes shall remain clear at all times.
13. All exit and exit pathways shall remain unobstructed.
14. Parking for the swap meet shall be on-site only.
15. Noise levels from any music being played shall be kept at a level that does not disturb adjacent and surrounding residents.
16. **No** alcohol is allowed at this swap meet.
17. All handicap American with Disability Act (ADA) accessibility paths of travel and all ADA parking stalls shall remain clear and unobstructed and accessible.
18. The applicant shall maintain an emergency egress plan consistent with the Building Division standards.
19. All temporary electrical shall be installed per the California Building Code. If electrical power is needed power cords shall not be run across or along any required exit paths or ADA accessible pathways, and the cords shall be covered, and shall be installed so as not to present tripping hazards.
20. If, at the discretion of the City Council, it is determined that there are concerns or conflicts arising from the operation of the swap meet event, upon direction by the City Council the subject permit shall be re-scheduled for review and potential modification.

21. The installation of temporary canopies/easy-ups is not allowed underneath the building eaves. Canopies/easy-ups shall be installed away from the building.
22. Canopies shall be no larger than 10' x 10' and can be placed next to each other, but not more than four canopies (total of maximum of 400 square feet combined) can be grouped together or placed next to each other. A minimum of 10 feet shall be provided between every four canopies. All canopies/tents over 400 square-feet or groups of more than four 10' x 10' canopies shall require a separate building permit and Fire Department permit.
23. Inspection of the site and its temporary improvements (i.e., tents etc.) may be required by the Fire Department, in addition to the payment of associated fees. The applicant shall contact the Fire Department at (951) 737-8097, Monday through Thursday, to schedule an inspection before the weekend of the event.
24. The sale, trade, exchange and barter of flammable liquids, including but not limited to gasoline, kerosene, acetone, thinners and solvents; ammunition and blasting agents; liquid petroleum gases or other combustible gases; any type of fireworks, acids, caustics or oxidizing agents is strictly prohibited.
25. The sale of perishable foods is not permitted without approval of the Riverside County Department of Environmental Health. Perishable foods include fresh produce and food products that are cooked or prepared on-site.
26. Every person who desires to exhibit for sale, barter, trade or exchange identifiable, tangible personal property at a swap meet shall, before he or she is permitted to exhibit such identifiable, tangible personal property at the swap meet, furnish to the operator of the swap meet or a person designated in advance by the operator to receive such information, a written notice containing all of the following information:
 - a. The name and current address of the person who desires to exhibit for sale, barter, exchange or trade identifiable tangible personal property at the swap meet;
 - b. An accurate description, including any identifying manufacturer's or license number, of every item of identifiable, tangible personal property which such person will exhibit at the swap meet for sale, barter, trade or exchange; and

- c. The name and current address of the owner of every item of identifiable, tangible personal property which such person will exhibit at the swap meet for sale, barter, trade or exchange.
27. Every person who sells, barter, trades or exchanges any identifiable, tangible personal property at a swap meet shall furnish to the operator of the swap meet, or a person designated in advance by such operator to receive such information, a written notice containing all of the following information with respect to each such sale or exchange:
 - a. An accurate description, including any identifying manufacturer's or license number, of the identifiable, tangible personal property which was sold, bartered, traded or exchanged;
 - b. The name and current address of the person selling, bartering, trading or exchanging the identifiable, tangible personal property;
 - c. The name and current address of the person who purchased or received the identifiable, tangible personal property.
28. Within twenty-four hours after the close of the swap meet, upon demand by the Riverside County Sheriff's Department, the operator of the swap meet shall transmit the information received pursuant to Conditions 18 and 19 on a form prescribed or approved by the Sheriff's Department.
29. The applicant shall comply with all requirements from the Planning, Engineering, and Building Divisions; and the Fire and Sheriff's Departments; and all other applicable departments and agencies.
30. The applicant's representative(s) and other personnel associated with the event must be present throughout the entire event to ensure a proper and safe event.
31. The applicant shall ensure the entire swap meet and its participants have the necessary insurance (i.e. Liability Insurance), and shall insure everyone is fully protected in case of an accident.

Resolution No. 2016-11
Page 6
March 2, 1016

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on March 2, 2015.

Kevin Bash, Mayor
City of Norco, California

ATTEST:

Cheryl Link, City Clerk
City of Norco, California

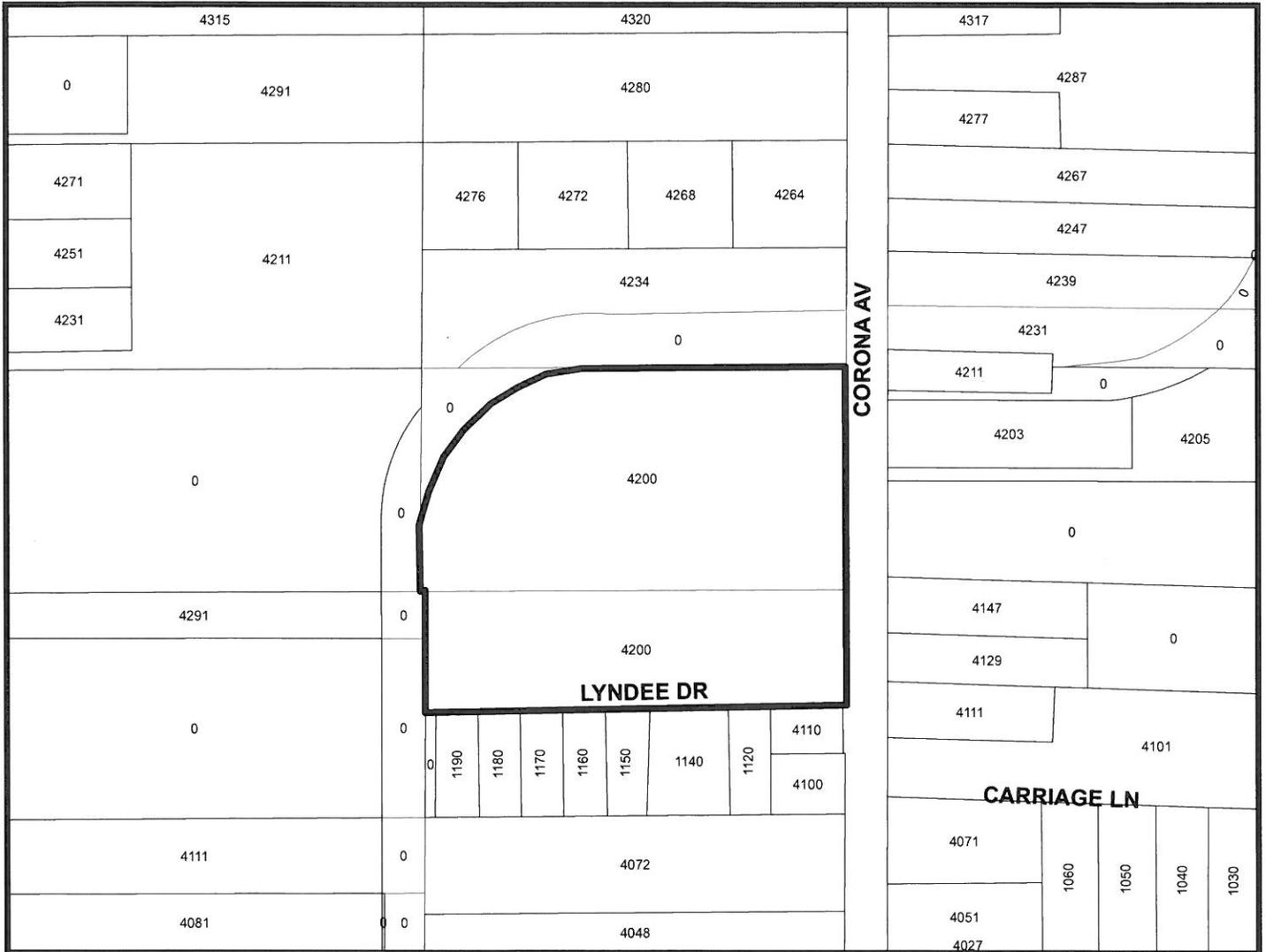
I, CHERYL LINK, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on March 2, 2016 by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California March 2, 2016.

Cheryl Link, City Clerk
City of Norco, California

Location Map



Not to Scale

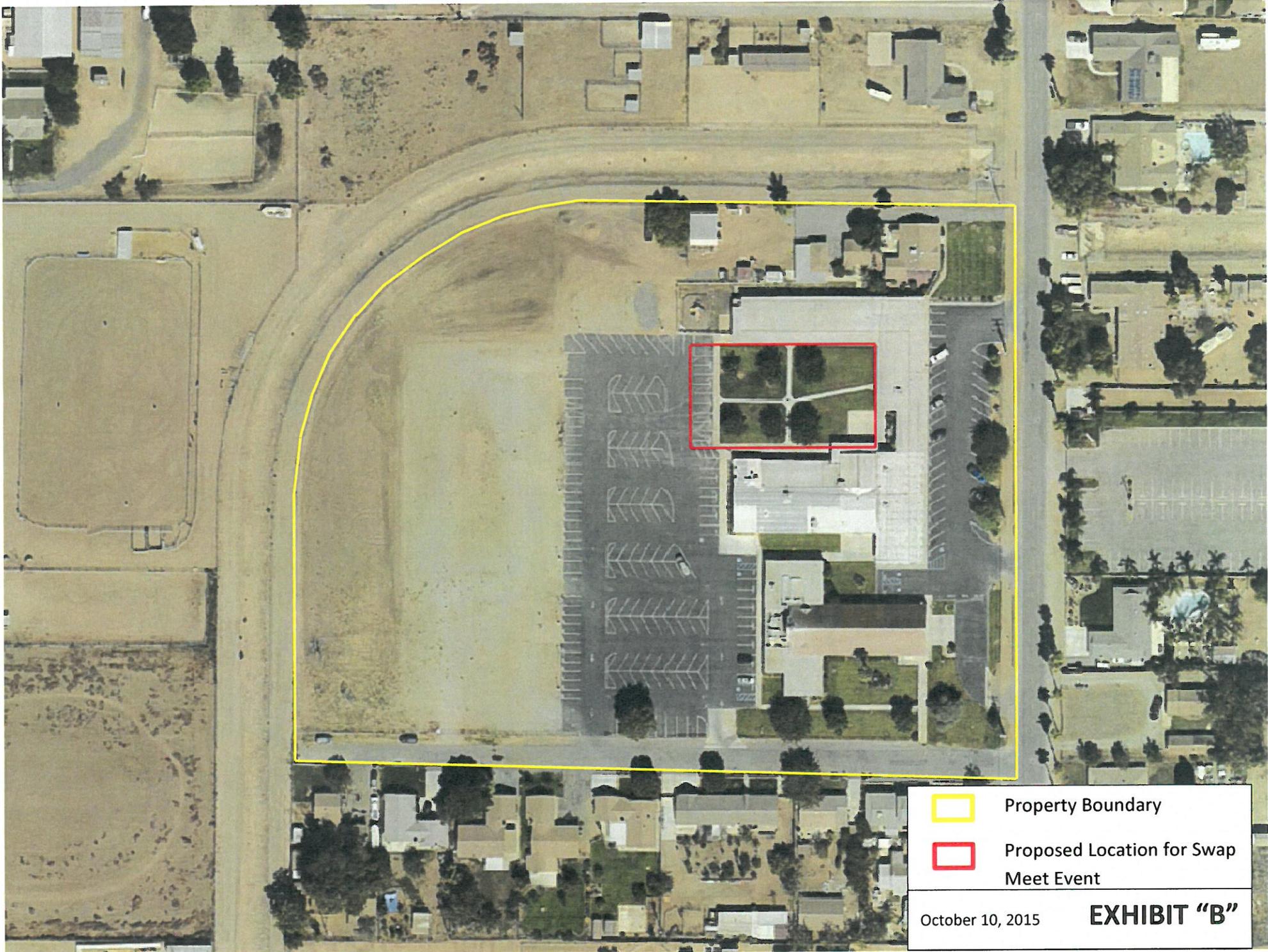


PROJECT: Swap Meet Permit 2015-01

APPLICANT: St. Mel Catholic Church

LOCATION: 4140/4200 Corona Aveune

Exhibit "A"



Property Boundary



Proposed Location for Swap
Meet Event

October 10, 2015

EXHIBIT "B"

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

DATE: March 2, 2016

SUBJECT: Additional Funding Request for Norconian Club Hotel
Temporary Repairs

RECOMMENDATION: Receive update from Lake Norconian Club Foundation and
provide direction to staff

SUMMARY: On November 18, 2015, the City Council approved a contribution of \$20,000 to the Lake Norconian Club Foundation (LNCF) to assist with temporary repairs to the Lake Norconian Hotel. LNCF has engaged contractors to perform the necessary repairs and wants to discuss their request to City Council for additional City contribution in order to continue with temporary repairs to the Norconian Hotel. LNCF 1st Vice President Sue Bacon will be at the City Council to provide update.

BACKGROUND / ANALYSIS: On November 18, 2015, City Council received a verbal update on the Lake Norconian Club Foundation's lawsuit against the California Department of Corrections and Rehabilitation (CDCR). As part of that discussion, the LNCF requested for the City Council to consider financial contribution by the City to assist LNCF with needed repairs and remedial work to protect the Lake Norconian Hotel. Based on the recommendation of the City Attorney, LNCF's request was added to the City Council Agenda as an urgency item.

The added agenda item was discussed and the City Council voted to approve a financial contribution in the amount of \$20,000 to the LNCF from discretionary City funds. It is to be noted that during the discussion, the City Council considered a motion by Mayor Kevin Bash to commit \$20,000 to LNCF with up \$30,000 in matching funds but this motion was not voted upon. Instead the substitute motion by Council Member Azevedo to commit \$20,000 was approved with the understanding that an additional funding request could be considered after the newly elected City Council Members have been seated.

A letter (attached) has been received by the City Manager from LNCF requesting that their request for additional contribution be agendized for City Council discussion. In the letter to the City Manager, the LNCF reported that they have paid a total of \$13,280 for roof and drain clearing work. They also reported that the removal and storage of artifacts from the hotel is estimated to cost \$5,000 - \$7,000; while the estimated cost for roof repair and plumbing (including cleaning drains) is \$38,800.

AGENDA ITEM: 5.B.

Additional Funding Request for Temporary Repairs of Norconian Club Hotel

Page 2

March 2, 2016

Staff is recommending that the City Council receive the update from LNCF and provide direction to staff.

FISCAL IMPACT: The City Council previously approved \$20,000 contribution to LNCF towards temporary repairs of the lake Norconian Hotel. This amount has already been appropriated from the General Fund. If City Council, decides to approve an additional contribution, the funds will be appropriated from General Fund available fund balance.

Attachment: Letter from Lake Norconian Club Foundation Dated February 24, 2016



P.O. Box 7672, Norco, California 92860
www.lakenorconianclub.org

February 24, 2016

Andy Okoro
City Manager, City of Norco
2870 Clark Ave.
Norco, CA 92860

Dear Mr. Okoro,

Subject: Additional Funding Request for Norconian Club Hotel

At the City of Norco's December 2015 City Council meeting, I presented a ruling that was approved by the Superior Court for the State of California that would allow the Lake Norconian Club Foundation (LNCF) to make temporary repairs to the Norconian Club Hotel. This historic property is located on State of California property currently used by the Department of Corrections as a state-run prison. During the course of discussion at the City Council meeting, the City Council considered making a contribution in the amount of \$50,000 to support LNCF's efforts to make temporary repairs to the Norconian Club Hotel. Upon further discussion, the City Council decided to provide a contribution of \$20,000 with the understanding that that the LNCF could come back to City Council for additional contribution after the newly elected Council Members have been seated.

Therefore, as President of the Lake Norconian Club Foundation, I am requesting permission to be added to the agenda on the March 2, 2016 City Council Agenda for that purpose. I will be out of town and LNCF will be represented by our 1st Vice President, Su Bacon.

To date, the Lake Norconian Club Foundation has paid a total of \$13,280.00. \$7,280.00 to Fairweather Roofing and \$6,000.00 to First Choice Plumbing and Heating.

A contract is currently being reviewed by our attorney, Jodie Weber, from Wells Fargo for storage rental to house the artifacts that will be removed from the hotel. We estimate that the removal will cost between \$5,000 and \$7,000. This location will be approved by the Superior Court Judge.

The next phase of repair will be on the kitchen roof. This is an area causing the most damage to the interior of the hotel. The estimate for the roof repair in this area is \$28,000.00. The estimate for the plumbing, which includes cleaning drains and nine (9) pumps is \$10,800.00.

It is our opinion that this next phase will keep the ongoing destruction of the hotel at a minimum. While limited funds cannot completely mothball this historic building, it will certainly slow the destruction that is

currently occurring. This along with the removal of the artifacts will preserve the integrity with the hope that this magnificent building will serve the city and the region in the future.

We thank you for your past support and look forward to our continued partnership in the years to come by working toward our common goal...the preservation and protection of the grand Norconian Club.

Respectfully,

Linda G. Dixon

Linda G. Dixon, President

Attachments:

Invoice paid for Fairweather Roofing

Invoice paid for First Choice Plumbing and Heating

Estimate for kitchen roof repair from Fairweather Roofing

Estimate for kitchen drain repair and pumps from First Choice Plumbing (included on page two of paid invoice)



1212 East Ash Avenue
Fullerton, Ca. 92831
714-997-9449 • Fax 714-279-9449

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The Norconian
Attn.: Linda Dixon

February 15, 2016

INVOICE

Job Address: The Norconian

After removal of debris from the flat roof areas and the clearing of roof drains to eliminate the pooling water, we found one area that was in such bad shape that a re-roof was necessary. The existing 3 layers of roof coverings were removed down to concrete deck. A new 3 ply modified roof membrane was installed including roofing. New metal coping and through wall scupper at the parapet walls. As instructed we did repairs and maintenance to the other roof deck in order to save funds for a complete re-roof over kitchen. We also boarded up a broken door and 4 broken windows.

Total Balance Due

\$ 7,280.00

Thank You
We Appreciate Your Business

Invoice

First Choice Plumbing Heating & Air Conditioning Inc.

3157 Chicago Ave.
Riverside CA 92507
951-780-8171 FAX: 951-682-6475
Lic# 260795

Account # 114711

Invoice # Q337124
Date: 01/25/16
Page # 1 of 2

The Norconian Resort
Western Ave
Norco CA 92860

Service At:
The Norconian Resort
Western Ave
Norco CA 92860

Service Date 01/26/16 PO # Job # 241450 Contract # Claim #

Drains as labeled on map:

A - Washed and cleared drain

B - Washed and cleared drain

C - Washed and cleared drain

D - Washed and cleared drain

E - Washed and cleared drain

F - Washed and cleared drain

G - Hole in roofing needs to be repaired and have the pump replaced.

H - Drain needs to be capped off and have the pump replaced.

I - Ran this drain several times to unplug the line. The line continued to plug and unplug intermittently. Suggest installing pump.

J - No drain. There is only a drain well under the equipment tower that has a burned out pump. This pump needs replacement.

K - Drain line is rotted off and flooding down cement column at a large crack in the floor. This drain needs to be capped off and have a pump installed.

L - Drain line is leaking downstairs and is inaccessible. Drain needs to be capped off and have a pump installed.

M - Drain is capped off and needs to have the pump replaced.

N - Drain is capped off and needs to have the pump replaced.

O - Drain is clear and appears ok.

P - Drain is clear and appears ok.

Q - Drain is plugged with rags. Needs to be capped off and have a pump installed.

R - Drain is clear and appears ok.

S - Uncovered drain and cleaned out. The drain could be leaking near the kitchen.

T - Cleared plugged drain and washed out.

Terms: Due Upon Receipt

Please pay from this Invoice. Thank You

Please Detach and Return with Remittance

Check Enclosed []	Method of Payment
Master Card []	Visa [] AmExp [] Discover []
Acct # _____	Exp Date _____
Name on Card _____	
Signature _____	

Invoice # Q337124

Date : 01/25/16

Account # 114711

The Norconian Resort

Remit To:

First Choice Plumbing Heating & Air Conditioning Inc.
PO Box 5140
Riverside CA 92517-5140

Amount Due **\$6,000.00**

Amount Paid

Invoice

First Choice Plumbing Heating & Air Conditioning Inc.

3157 Chicago Ave.
Riverside CA 92507
951-780-8171 FAX: 951-682-6475
Lic# 260795

Account # 114711

Invoice # Q337124

Date: 01/25/16

Page # 2 of 2

Labor and materials to date \$6,000.00 as per original estimate given.

Recommendations

7 Cone basket tops on drains are needed, and 9 pumps need to be installed with drain lines ran to other roof areas (Drains labeled G, H, I, J, K, L, M, N, Q).

Some of the drains on the roof can be plugged off before pumps are installed but some need to have the roof repairs done before any other repairs can be made.

Rough estimate for 9 pumps with ABS drain lines using existing power supplies. No power wiring additions or upgrades included.
\$10,800.00

Balance Due \$6,000.00



Fairweather Roofing INC.
1212 East Ash Ave,, Fullerton, CA 92831
(714)997-9449, FAX (714)279-9449
License # 770565 C-39

February 12, 2016

Linda Dixon
Dixon32002sbc global.net
Lake Norconian Club Foundation
Norco, CA

Re: re-roof over kitchen are of Hotel

PROPOSAL

We propose a complete tear-off of the existing roofing down to the plywood decking. Inspect for damaged plywood and replace at an extra cost of \$55.00per sheet based on ½ inch CDX plywood. Inspection of the existing truss's and 2x12 framing revealed little or no damage. Once the roofing and bad plywood is removed if there is framing damage, we will provide cost for this EXTRA work. We are also including in our Bid the replacement of approximately one half of the total plywood decking. Pricing will be adjusted up or down to reflect the actual number of plywood sheets. The new roof system will consist of a 15 year, 3 ply built up roof system consisting of 1 layer of GlasBase, 1 layer of GlasPly and 1 layer of white Cap sheet, mopping solid between layers with hot asphalt. Install new vent pipe flashings. Cover walls with Cap sheet. Install new metal edging. Clean up jobsite.

Base Price.....\$ 28,700.00

Price includes replacing of 70 sheets of ½ inch
CDX exterior plywood

EXCLUSIONS: sheet metal, electrical, wood nailers / carpentry, H.V.A.C., positive drainage when roof slope is existing or provided by others, damage to interior fixtures / insulation, asbestos removal, permits, unless stated above.

Should you have any questions, please give me a call.

Sincerely,
Fairweather Roofing, Inc.

Accepted _____

Mark Parrish

Date _____