



City Hall Weekly Highlights

May 12, 2016

CITY MANAGER:

Budget Workshop Continues: The City Council and staff public workshop to review and discuss the FY 2016-2017 Operating Budget and the FY 2017-2021 Five-Year Capital Improvement Program Budget will continue on Wednesday, May 18th at the City Council Chambers. The workshop will start at 4:00 PM. While next week's Workshop will focus primarily on the Five-Year Capital Improvement Program Budget, staff will also be taking input and answering questions regarding the FY 2016-2017 Operating Budget.

CITY CLERK:

Commission Recruitment: There is still time to apply! The City of Norco is accepting applications to fill the following vacancies on City Commissions:



Economic Development Advisory Council: One (1) Unscheduled Vacancy*

Parks and Recreation Commission: Two (2) Vacancies

Planning Commission: One (1) Vacancy

The **deadline** to submit applications for appointments to the above listed Commissions is **6:00 p.m. on Thursday, May 26, 2016. Applications will not be received or considered after that date!** The Norco City Council will consider and make the appointments to the Commissions on June 15, 2016. Anyone wishing to serve on any of the Commissions listed should contact the City Clerk's Office at (951) 270-5623, pick up an application at City Hall, 2870 Clark Avenue, Norco, or download the application from the City's website at <http://www.norco.ca.us/cityhall/comms/commissioners.asp>.

ECONOMIC DEVELOPMENT:

EDAC: The Economic Development Advisory Council (EDAC) held a special meeting on May 11 at SilverLakes Equestrian & Sports Park. The meeting focused on collaborating with the operators of the venue on marketing strategies that would encourage SilverLakes guests to spend their dollars in Norco. EDAC's Hospitality Subcommittee has proposed some type of Norco marketing presence at SilverLakes, such as a kiosk, information booth or digital messaging board. The Subcommittee is also interested in engaging organizations that sanction tournaments at SilverLakes.

Housing: Since being reinstated last year, the City's affordable housing programs have gained popularity. Five home rehabilitation projects have been completed, one is currently under construction and five more are in the bidding process. One first-time homebuyer has been assisted with a low-interest loan, and 109 senior or disabled households are participating in the City's Utility Bill Subsidy Program that assists residents on fixed incomes with essential home expenses.

FISCAL AND SUPPORT SERVICES:

Bill Processing: Staff mailed out 1,531 utility bills to Group 1 customers and assessed penalties to 278 delinquent accounts totaling \$4,075. We also mailed out 219 delinquent notices and billed for tag fees totaling \$3,504 to Group 4 utility customers that had not paid their bill on time.

Business License and Cash Receipts: There were 16 new business license applications during the week. Staff processed a combined total of 1,672 cash receipts from the building counter, Parks and Recreation, utility customers and other miscellaneous accounts receivables totaling \$390,033.

Miscellaneous Accounts Receivable: A total of 23 miscellaneous accounts receivable invoices were sent to individuals/agencies totaling \$30,021. Miscellaneous accounts receivable invoices are sent to bill for EMS services, hydrant meter billing, damage to City property, encroachment permits, loan payments, trash billing to California Rehabilitation Center and any other services provided by the City other than utility billing and business licenses.

PARKS, RECREATION, AND COMMUNITY SERVICES:

Youth Basketball: Boys draft for the Youth Summer Basketball season took place on Wednesday, May 11, 2016. Youth Summer Basketball Coaches Orientation/Clinic is taking place at 9a.m. on Saturday, May 14, 2016 at Riley Gymnasium.

T-Ball season continues at Parmenter Park. Awards Ceremony will take place on Saturday, June 4, 2016 at 5:30 p.m. at Riley Gymnasium.

Party Partners is ready for "Get Moving to the Music", an event dedicated to the joy music brings to life on Friday, May 13, 2016 at the Rose M. Eldridge Senior Center. They've got their dancing shoes ready to enjoy the very best music has to offer! Event hours 6-8:30 p.m.

Seniors on the Move took a trip to Barbara's Victorian Tea House built in 1891 in Rancho Cucamonga on May 11, 2016, 9 a.m.

Seniors and Pets Breakfast will take place on Saturday, May 14, 2016 from 9 a.m.-noon at the Rose M. Eldridge Center.

Wee People Playschool 4 and 5 year-old classrooms are preparing for their graduation ceremonies to take place on Wednesday June 8th and Thursday, June 9th at Nellie weaver Hall.

George Ingalls Equestrian Event Center

- George A. Ingalls Veteran's Memorial Plaza is OPEN daily from 10 a.m. - dusk.
- Modjeska Mavericks Gymkhana event will be held Saturday, May 14th at Clark arena.
- Norco Mounted Posse will be hosting their Queens Pageant at Moreno Arena Saturday, May 14th
- Norco Horsemen's Association Kids Game Day will be held at Moreno Arena on Sunday, May 15th
- The Saddle & Harness Open Buggy Horse show will be held Sunday, May 15th at Clark Arena

- The City of Downey Senior Center will be visiting Norco on Saturday, May 28th and will stop at the event center to experience the National Miniature Horse show. The 45 guests may have plans to shop and have lunch at Polly's Pies.
- Mark your calendars for the Veteran's Day Memorial event will be held Monday, May 30th starting at 9 a.m. with a continuous salute by veterans at the George A. Ingalls Veteran's Memorial Plaza with the official ceremony commencing at 11 a.m.

PUBLIC WORKS:

Potable Water Meter Repairs:

- 5555 Hamner Avenue – modified steel meter vault lids to accept MXU units for the AMI system. Attached portable system programmer to three 4" meters, tested connectivity, programmed the meters and connected to the AMI system.

Potable Water Service Repairs:

- 4499 Hillside – "jumped" in new 1" curb stop, G-coupling and brass nipple
- 1091 Sixth – vacuum excavated and repaired leaking poly service
- 3971 Corona – vacuum excavated leaking galvanized service. Due to the advanced corrosion evident on the service line the field crew leader Kulick correctly decided to replace the entire service from mainline connection to the meter box using type K copper tube and new brass fittings

Potable Mainline Repairs

- Emergency mainline repair - Valley View Avenue south of Seventh – vacuum excavated leaking 6" steel mainline, repaired leaking straight pipe segment, applied cathodic coating and backfilled excavation
- 1175 Man O' War – replaced leaking weld coupling joining the 1" poly service to the 6" steel mainline. While exposed staff also replaced the aged and brittle poly service with new 1" type K copper tube.
- 3254 Pedley - Performed mainline pressure checks. 128 PSI static.
- 3171 Temescal – using standard mechanized excavation techniques Field Op's crew members exposed and repaired a leaking 6" steel water main.

Potable pump station repairs/maintenance

- Well 14 – installed new well head sample port
- All wells were "sounded" for ground water depth in static conditions, and the data recorded for comparison to historical measurements
- Iron/Arsenic/Manganese removal plant – removed 7000 gallons of filter waste from the reclaim tank, pressure washed tank walls and inspected skimmer system
- Reservoir 3 – removed level transducer, cleared inlet pipework, removed scale buildup and flushed pipework. Reinstalled level transducer and tested SCADA readings.
- Wells 9-10-11, cleared weeds and windblown debris

Fire Hydrant repairs

- 4270 Old Hamner – removed hydrant operating assembly, reconstructed breakaway coupling, lubed internal shaft and crown assembly. Hydrant back in service.
- 3242 Adelina - removed hydrant operating assembly, reconstructed breakaway coupling, lubed internal shaft and crown assembly. Hydrant back in service.

Collection System Maintenance:

- West Lift Station (lift 10) – Conducted confined space entry, cleared obstructions from both pumps and inlets structures, evacuated trapped air, exercised isolation valves and primed pumps. Both pumps back in service.
- East Lift Station (lift 9) – Conducted confined space entry, cleared flushable wipes bound in pump #2 impellor, exercised inlet valves on both pumps and performed regular preventative maintenance on the station.

Streets

- Potholes were addressed at the following locations
 - Second Street – Hamner to River Road
 - At the cross gutter – eastbound Second at Hamner
 - 2085 River Road
 - Parkridge – Second to Three Bar
 - Del Mar – Corydon to Hialeah
 - Pacific – Mustang to Second
 - Bluff at Lookout Point
 - 1335 Fifth – added cold mix to sunken patch
- A planned power outage caused a “blackout” of the traffic signal at Hamner and Third. Staff placed STOP signs on barricades to maintain traffic control for the duration of the power outage

Weed Abatement:

- CalFire inmate fire crews are assisting the City with weed abatement in the following areas
 - River Road – Bluff to Sundance
 - 3998 Bluff to River Road

Graffiti/Debris Sites:

- Stagecoach Drive – removed dg and aggregate washed into the curb area
- Pacific Avenue, Riding Ring to the end of the cul-de-sac – cleared weeds and debris from the parkway area

DG and Miscellaneous Aggregate:

- 3297 Pacer – filled trail ruts with 2 tons DG

Trail Fence:

- 2271 Lonestar – replaced 4 inline posts and 6 rails
- 3534 Pedley – replaced 6 inline posts and 8 rails

PLANNING DEPARTMENT AND BUILDING DIVISION:

Approved Special Events:

- 9-1-15 to 6-1-16: Temporary food preparation and service modulars (SilverLakes)
- 5-14-16: Ranch Tour directional signs
- 5-21-16: E-cycle event, east side Hamner Ave. north of Bob’s Big Boy
- 6-6 thru 6-10, 2016: Cub Scout day camp, Church of Jesus Christ of Latter Day Saints, 3600 Norconian Dr.

Planning:

New Applications:	
Sign Permit	(1 wall sign)
Conditional Use Permit	(0 commercial, 1 residential)
Site Plan	(0 commercial, 1 residential)

- Met with Economic Development and a property owner on Sixth Street to look at development possibilities.

Surrounding Jurisdictions: Western Municipal Water District (WMWD) has issued a notice that the draft update to the 2015 Urban Water Management Plan will be available for public review from April 21 to May 12, 2016 and that the Board of Directors will conduct a public hearing to adopt the plan on June 1, 2016 in the WMWD Boardroom, 14205 Meridian Parkway, Riverside, CA. After adoption the plan will be submitted to the California Department of Water Resources by July 1, 2016. For more information regarding the plan the contact information is: kgaynor@wmwd.com.

Riverside County Planning Department issued a Notice of Availability for a Draft Environmental Impact Report (DEIR) regarding the 5th Cycle Housing Element Update for the county including other related revisions to Elements of the General Plan and revisions to ten General Plan Area Plans to reflect the revisions to the Housing Element. The DEIR is complete and available for public review with all comments due by May 30, 2016. All comments should be directed to William Gayk at Riverside County Planning Department, 4080 Lemon Street, Riverside, CA 92502-1409, or at BGAYK@rctlma.org. The DEIR may be reviewed at the Corona Public Library, 650 South Main St.

The Orange County Water District issued a Notice of Preparation for an EIR in regards to a proposed deviation to the Prado Dam Water Control Plan and a Sediment Removal Demonstration Project in the Prado Basin. The Feasibility Study Area extends up to the west side of Hamner Avenue along the Santa Ana River. The public review period for the NOP is from April 26 to May 26, 2016. Comments and questions should be submitted to Daniel Bott at Orange County Water District, dbott@ocwd.com.

Building Division:

Permit Applications:	15	(0 commercial, 15 residential)
Building Permits Issued:	22	(2 commercial, 20 residential)
Valuation of Construction:		\$ 384,618.00
Building Fees Collected:		\$ 9,342.09
Field Inspections:	42	
Stop Work Notices:	0	
Occupancy Permits Issued:		(0 commercial, 1 residential)
Sewer Permits:	0	

Code Enforcement:

	2015	2016
Total Cases:	313	122
Open Cases:	32	84 (52+32 carry-over from 2015)
New Cases:		5
Cites Issued:		6
Closed Cases:		0
Yard Sign Removal:		26



NORCO SHERIFF'S DEPARTMENT:

Crime Prevention Tips:

Mail Theft: Thieves continue to use different methods to commit theft including mail theft. Confidential personal information can be obtained from postal mail in your mailbox.

- Consider investing in a US Postal Service-approved locking mailbox to protect your mail from theft.
- If you are the victim of mail theft you can file a [mail theft complaint](#) with the US Postal Inspection Service.

Here's what you can do to protect your mail from thieves:

- Avoid leaving outgoing mail in your mailbox for pick up. Use the letter slots inside your post office for your mail, or hand it to a letter carrier.
- Pick up your mail promptly after delivery. Don't leave it in your mailbox overnight. If you're expecting checks, credit cards, or other negotiable items, ask a trusted friend or neighbor to pick up your mail.
- If you don't receive a check or other valuable mail you're expecting, contact the issuing agency immediately.
- If you change your address, immediately notify your post office and anyone with whom you do business via the mail.
- Don't send cash in the mail.
- Tell your post office when you'll be out of town, so they can hold your mail until you return.
- Report all suspected mail theft to a postal inspector.
- Consider starting a neighborhood watch program. By exchanging work and vacation schedules with trusted friends and neighbors, you can watch each other's mailboxes (as well as homes).

Consult with your local postmaster for the most up-to-date regulations on mailboxes, including the availability of locked centralized or curbside mailboxes.

Don't Be A Victim! - Crime Prevention Tips to Keep you and your Property Safe

Understand the importance of 'target hardening', a mindset of looking for potential weaknesses and denying suspects access. Simple steps can be taken to ensure the safety of our homes while maintaining the aesthetic beauty of our homes. Steps such as strong deadbolt locks and sliding window locks, lawn and porch lighting particularly in shaded areas, ensure shrubs are neatly manicured and allow unobstructed views of vulnerable doors and windows from the street and

sidewalks, and consider using thorny plants that are naturally appealing but create a deterrent to unwanted entry, are a few ways to maintain a secure, but attractive home.

When you are Away

- Leave drapes and shades open. Closed drapes and shades indicate an unoccupied house.
- Have your lawn taken care of. Dry uncut grass says that you're away.
- Never leave a note on your door saying that you are not home.
- Take care with your keys... Don't leave a key under a doormat, flower pot or on a ledge. Burglars look in these locations first.
- Get to know your neighbors. Consider enjoying your front yard for picnics, potlucks and sharing friendly conversation with neighbors. An active neighborhood with engaged residents serves as a deterrent to crooks.
- Ask your local police to check your home periodically when you will be gone for an extended period. Also, talk to them about Neighborhood Watch Programs.
- Leave a radio on. Turn it to a talk radio station, if possible, and turn the volume loud enough to be heard outside. This indicates that someone is home. Turn you phone ringer or bell down so that a prowler can't hear the phone ringing.
- Don't keep expensive jewelry at home unless you have a secure safe. All valuables and important documents should be kept in a safe or a safe deposit box.
- Ask a neighbor to use your garbage cans. Empty cans can be a tip off that you are away.
- Ask someone to park in your driveway. This gives the illusion that someone is home.

When you are Home

- Put peepholes in front doors. Those with magnifying glass lens are best. You can see who's outside without opening the door. Consider door chains too.
- Light the outside of your home. Exterior lights should illuminate doors, dark spots and yards. Put interior lights on timers to simulate that someone is home.
- Never leave an ignition key in your car and never put a house key on your ignition key ring.
- If you have a dog or an alarm system, display "BEWARE" signs. These deter thieves.
- Look into an alarm system. There are hundreds of different systems on the market in all price ranges.
- Consult a reputable locksmith. He can give you advice on the best type of locks for your home.
- Keep shrubbery trimmed. Thick or tall shrubbery can hide windows/doors. This gives a thief a place to work unseen.
- Remain alert to strangers in the neighborhood. Do not hesitate to call your police department to report suspicious persons or activities.

Your Property

- Mark valuable items with your California Drivers License number. Televisions, stereos, etc., are items a thief is likely to steal. Keep a list of these items, along with their serial numbers, in a safe place.

- Secure patio doors. A steel or wooden rod in the guide channel will work. A pin type lock may also be used for added security.
- Keep your garage door down and locked. This helps protect property stored inside. While you are away, electric doors should be disconnected and padlocked.
- Make an inventory of items in your home. Take photos of valuable items. Keep one copy for yourself and give the other to your insurance company. Video record your entire home and all rooms containing your property and valuables.

Your Vehicle

- Don't leave your car running unattended.
- Don't leave keys in the car or ignition.
- Never leave children unattended in a vehicle, even for a minute. It is not only unsafe, it is against the law.
- While shopping, please leave pets at home, not in the car. Roll up your windows and lock the car.
- Don't leave valuables or purchases in plain sight.
- Park in high-traffic and well-lighted areas when possible.
- Don't leave mail, personal identification or other important documents in your vehicle.
- If your vehicle is stolen, report it to the police immediately.
- Be alert to your surroundings at all times. Check for suspicious activity or people loitering before you park and exit your car.

While Shopping

- At night, park in a well-lit area and as close to the stores as possible. Hold your keys in your hand, ready to use, when you return to your car
- When returning to your car, look around to see if anyone is following you or standing near your car. If you see anything suspicious, return to the store and notify the manager or call the police.
- Avoid ATM machines at night unless they are inside a store, and avoid carrying a lot of cash.

If you become separated from your children while shopping, notify the store security officer, the store manager, and call the police as soon as possible. Be prepared to give police a complete description of what your child was wearing. Teach your children to never leave the store with anyone but you, and to contact a store employee at a cash register if they get lost or separated from you while shopping.

Summer Safety Tips for Parents Regarding Children and Cars: Kids in hot cars are a deadly combination. Whether intentional or accidental, these deaths are preventable, which makes it all the more tragic. Here are some helpful tips to make sure it doesn't happen to you.

Remember:

- Never leave a child alone in a parked car, even with the windows rolled down, or air conditioning on. Children's body temperature can heat up 3 to 5 times faster than adults. A core temperature of 107 is lethal.

- Always look in both the front and back of the vehicle before locking the door and walking away.
- Heatstroke can occur in temperatures as low as 57 degrees. On an 80-degree day, temperatures inside a vehicle can reach deadly levels in just 10 minutes.
- Never let children play in an unattended vehicle. Teach them a vehicle is not a play area.
- Always lock your vehicle doors and trunk and keep the keys out of a child's reach. If a child is missing, quickly check all vehicles, including the trunk.

Is dropping a child off not part of your normal routine? Come up with some ways to remind yourself that the child is in the car.

- Place an item that you keep on you, like a briefcase or purse, in the back seat next to the car seat, so that you'll always check the back seat before you leave the car.
- Call your spouse after you drop the child off to make sure you didn't forget.
- Have daycare call you if your child doesn't show up.
- Write a note and place it on the dashboard of the car. Or set a reminder on your cell phone or calendar. You can also download the Baby Reminder App for iPhones.

If you see a child alone in a hot vehicle:

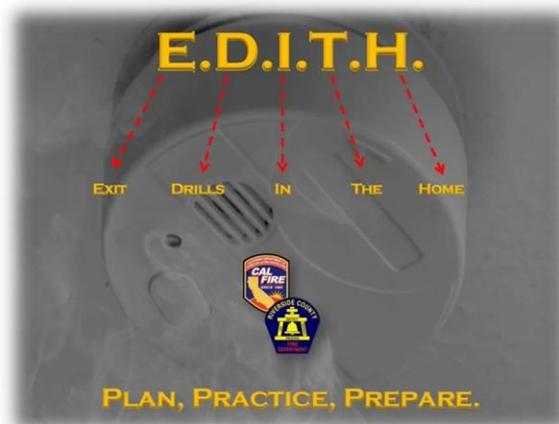
- Always make sure the child is okay and responsive. If not, call 911 immediately.
- If the child appears okay, you should attempt to locate the parents; or have the facility's security or management page the car owner over the PA system.
- If the child is not responsive and appears in great distress, attempt to get into the car to assist the child, even if that means breaking a window.

Remember: kids in hot cars are a deadly combination. Don't take the chance. Look before you lock.

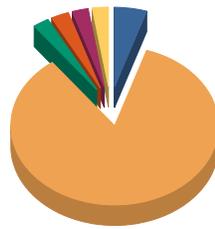
FIRE DEPARTMENT / CAL FIRE:

Exit Drills In The Home (EDITH): Exit drills in the home can help people prepare for an emergency. Most home fires occur at night, when people are the least prepared. Home fires can become a disaster if you and your family are not familiar with how to escape during an emergency. Here are some helpful tips to help your family be better prepared for fires:

- Prepare a fire escape plan
- Install and maintain smoke detectors
- Practice exit drills in the home regularly
- Examine your home for fire hazards and take steps to prevent fires before they occur.



Response Activity - Norco



False Alarm	2	5.1%
Medical	33	84.6%
Other Misc	1	2.6%
Public Service Assist	1	2.6%
Standby	1	2.6%
Traffic Collision	1	2.6%
Total:	39	100.0%

Incidents Reported for Date between 5/4/2016 and 5/11/2016 and Norco City

False Alarm	2
Medical	33
Other Misc	1
Public Service Assist	1
Standby	1
Traffic Collision	1
Incident Total:	39

Riverside County Fire Weekly Activity Report- Norco

5/5/16 - 5/11/16

	CITY
Activity Totals	Norco
PLAN REVIEWS	TOTAL
All Plan Reviews	6
INSPECTIONS	Norco
Annuals	1
New Construction	2
Re-inspections	2
Title 19 Inspections	
Business License Review	
C of O's	
Weed Abatement	
MEETINGS & OTHER	Norco
Meeting	
Training	
Special Inspections/Events	