



**CITY OF NORCO
CITY COUNCIL
SUCCESSOR AGENCY TO THE NORCO COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING MINUTES**

**Wednesday, May 18, 2016
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

- CALL TO ORDER:** 7:00 p.m.
- ROLL CALL:** **Present:**
Kevin Bash, Mayor
Greg Newton, Mayor Pro Tem
Robin Grundmeyer, Council Member
Berwin Hanna, Council Member
Ted Hoffman, Council Member
- PLEDGE OF ALLEGIANCE:** Council Member Ted Hoffman
- INVOCATION** Geoff Kahan
- BUSINESS APPRECIATION NOMINEE:** Polly's Pies Restaurant

Mayor Bash and Economic Development Advisory Council Member Gabriel Martin presented a plaque to Polly's Pies Restaurant in appreciation of its investment in the City of Norco and its strong community engagement.

CITY COUNCIL / SUCCESSOR AGENCY BUSINESS ITEMS AS FOLLOWS:

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

Mayor Pro Tem Newton:

- No report given.

Council Member Hoffman:

- He and Mayor Pro Tem Newton met with Waste Management on July 7 to get an update on manure to energy programs.
- Attended a Riverside County Transportation Commission meeting. The Perris Valley Rail Line opens June 6.
- Attended the Southern California Association of Governments Annual Conference in La Quinta on May 5-6.

Council Member Hanna:

- Provided update that Vector Control is reporting West Nile Cases in Riverside and San Bernardino counties.

Council Member Grundmeyer:

- Attended the Students Offering Solutions Town Hall meeting on May 17. The meeting included discussions and presentations about common drug misconceptions related to health, safety, and legality.
- Attended the League of California Cities meeting in Palm Springs on May 9.
- Attended the City's Volunteer Appreciation Dinner event on May 10.
- Attended the 10th Annual Ranch Tour on May 14.

Mayor Bash:

- Invited the Council to visit Norco Intermediate School for the history museum that the students prepared. The museum will be open for visitors until next Thursday, May 26 from 11:15 a.m. – 1:00 p.m.

2. CITY COUNCIL / SUCCESSOR AGENCY CONSENT ITEMS:

Council Member Hoffman pulled item 2.F. and Mayor Pro Tem Newton pulled item 2.L.

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

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- A. City Council Special Meeting/Budget Workshop and Regular Meeting Minutes of May 4, 2016. **Action: Approved the City Council special and regular meeting minutes.** (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 May 11, 2016. **Recommended Action: Receive and file.** (Planning Director)
- D. Approval and Adoption of the Annual Appropriation Limit for Fiscal Year 2016-2017. **Action: Adopted Resolution No. 2016-23, approving the annual appropriation limit for Fiscal Year 2016-2017.** (Finance Officer)
- E. Annual Adoption of the City's Investment Policy. **Action: Approved and adopted the annual City Investment Policy.** (Finance Officer)
- F. Exception to Allowable Construction Materials for Driveways in Parkway/Trail Setting. **Pulled for discussion.** (Public Works Director)
- G. Acceptance of Vine Street and Sagetree Lane Water Improvements. **Action: Accepted the Vine Street and Sagetree Lane Water Improvements Project**

as complete and directed the City Clerk to file the Notice of Completion with the County of Riverside. (Director of Public Works)

- H. Termination of Disposition and Development Agreements, Grant Deed Restrictions and Covenants, Conditions and Restrictions Pertaining to APN 126-120-0385-5 (Norco Hamner Holdings LLC). **Action: Approved the agreement terminating the Disposition and Development Agreements, Grant Deed Restrictions and Covenants, Conditions and Restrictions for APN 126-120-0385-5.** (City Attorney/Counsel)
 - I. Scheduling of a Public Hearing for the Adoption of the City of Norco 2015 Urban Water Management Plan. **Action: Approved the scheduling of a public hearing at the June 15, 2016 City Council meeting to adopt the City of Norco 2015 Urban Water Management Plan.** (Director of Public Works)
 - J. Ratification to Increase the Fiscal Year 2015-2016 Western Riverside County Regional Wastewater Authority Operating Budget. **Action: Adopted Resolution No. 2016-24, amending the Fiscal Year 2015-2016 Western Riverside County Regional Wastewater Authority Operating Budget in the amount of \$487,714.** (Director of Public Works)
 - K. Ratification of Fiscal Year 2016-2017 Western Riverside County Regional Wastewater Authority Budget. **Recommended Action: Adopt Resolution No. 2016-25, approving the Fiscal Year 2016-2017 Western Riverside County Regional Wastewater Authority budget establishing rates to be charged for conveyance, treatment and disposal of wastewater.** (Director of Public Works)
 - L. Approval of Lease Agreements between City of Norco and GTE Mobilnet of California Limited Partnership, d/b/a Verizon Wireless for Telecommunication Facilities at Parmenter Park, George Ingalls Equestrian Event Center and Shearer Sports Complex. **Pulled for discussion.** (Deputy City Manager)
3. ITEM(S) PULLED FROM CITY COUNCIL CONSENT CALENDAR
- 2.F. Exception to Allowable Construction Materials for Driveways in Parkway/Trail Setting. (Public Works Director)

Council Member Hoffman pulled the item to ask if this exception is on a case-by-case basis or will be incorporated into the Municipal Code. In response, Director Blais stated that this is a one-time exception related to this specific issue on one property in hopes that it will be an acceptable solution. Council Member Hoffman asked if there will be channel drains installed to divert water to prevent eroding. Mr. Blais stated that there are no plans for drainage. The approach on each side of the driveway is slanted which will cause the water to flow off the parkway area into the street.

In response to Council Member Hanna, Director Blais stated that the Streets, Trails and Utilities Commission did not look at this issue as staff's recommendation will not change. This is a minor improvement to allow the property owner to use his driveway.

Mayor Pro Tem Newton indicated that he supports the solution presented by staff. He suggested that staff look at the rubberized material used at the Rite Aid on Valley View. Mr. Blais said he would follow-up on that material.

M/S NEWTON/GRUNDMEYER to allow specific variance for installation of rubberized material within existing NexPave driveway ramps intersecting unimproved parkway.

The motion was carried by the following roll call vote:

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- 2.L. Approval of Lease Agreements between City of Norco and GTE Mobilnet of California Limited Partnership, d/b/a Verizon Wireless for Telecommunication Facilities at Parmenter Park, George Ingalls Equestrian Event Center and Shearer Sports Complex. **Action: Approved Lease Agreements between City of Norco and GTE Mobilnet of California Limited Partnership, d/b/a Verizon Wireless, to construct telecommunications facilities at Parmenter Park, George Ingalls Equestrian Event Center and Shearer Sports Complex.** (Deputy City Manager)

In response to Mayor Pro Tem Newton, Superintendent Anglin stated that there is a 3% annual increase with the fee at Ingalls Park, similar to the other two sites. There was some discussion about fees. Director Blais stated that Verizon is given no-fee encroachment permits but are still required to pay building permits fees. In response to Mayor Pro Tem Newton, Ms. Anglin said that the City is responsible for the maintenance of the structures.

In response to Council Member Hoffman, City Manager Okoro indicated that the \$96,000 revenue is not specifically earmarked for park operations. The Parks Maintenance Division does not generate enough revenue to fund itself; it is funded from the General Fund. By depositing this revenue in the General Fund, it helps fund park operations.

M/S NEWTON/BASH to approve Lease Agreements between City of Norco and GTE Mobilnet of California Limited Partnership, d/b/a Verizon Wireless, to construct telecommunications facilities at Parmenter Park, George Ingalls Equestrian Event Center and Shearer Sports Complex. The motion was carried by the following roll call vote:

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

4. PUBLIC COMMENTS:

Pat Overstreet thanked those who participated in the 10th Annual Ranch Tour. Ms. Overstreet indicated that there were over 200 visitors from 19 different cities. Ms. Overstreet stated that next year's tour will include a stop at the George Ingalls Veterans Memorial Plaza.

Geoff Kahan reminded the public of Armed Forces Day, Saturday, May 21. Also, he commented on the Memorial Day event on Monday, March 30 at the Veterans Memorial. Mr. Kahan noted that the Concerts in the Park series begins June 10 at 6pm at Pikes Peak Park.

Linda Dixon commented on the Lake Norconian Club Foundation's Founder's Day 5K Run/Walk and Equestrian Ride on June 11. Participants will receive breakfast and lunch, a commemorative t-shirt, and a medal. Ms. Dixon also commented that she served on the Ad-Hoc Committee on Infrastructure Needs and Funding Options, which met for 13 months. Ms. Dixon said the City Council dismissed the Committee's report and asked to have the information brought back for review. Ms. Dixon also said she served on the Waste Management Ad-Hoc Committee and said that the understanding was that Waste Management was to donate a certain amount of money to non-profit organizations. Waste Management was also to report back on a quarterly basis on their progress of fulfilling the terms of the contract.

5. DISCUSSION / ACTION ITEMS:

- A. Review and Consideration of California Senate Bill 415, California Voter Participation Rights Act, as it Relates to City of Norco General Elections. (City Attorney)

City Attorney Harper reported that Senate Bill 415 (Hueso), which becomes effective on January 1, 2018, prohibits political subdivisions from holding an election on a date other than the date of Statewide primary and general elections if holding an election on a non-current date has previously resulted in a significant decrease in voter turnout. The Statute requires that the City take action to consolidate with the Statewide election prior to January 1, 2018, to be effective not later than the November 8, 2022 election. For Norco, the earliest consolidation date would be November, 2018.

In response to Council Member Hoffman, City Clerk Cheryl Link indicated that the cost for the 2015 Municipal Election was approximately \$35,000. Ms. Link commented that the savings of moving to on-cycle elections is unknown at this time. The cost of the election is based on the number of registered voters and the number of participating municipalities. Generally, with more agencies participating in on-cycle elections, the assumption is that the cost is spread out more, thus less cost to each city. However, as the research for SB 415 is preliminary, the Registrar of Voters has provided a cost estimate that is similar to that of a cost estimate for off-cycle elections.

City Attorney Harper reminded the Council that moving to on-cycle elections is not an option.

Council Member Grundmeyer commented that if the Council were to election Option #3, which is to consolidate in the year 2020, the voters will have had time to know that they will be voting Council Members to a five-year term.

Pat Overstreet commented that she like having off-cycle elections as they focused more on local issues. However, the Senate Bill mandates the change. Ms. Overstreet said she is a proponent of consolidating in 2018.

Diane Collins said she is a proponent of Option #3 to consolidate in 2022, at which time allows the voters full knowledge that the elected officials voted into office are in office with a five-year term.

Mike Garrison said this is a State mandate and the Council is required to make a decision. He suggested to consolidate sooner than later.

Linda Dixon suggested Option #1, consolidating in 2018.

Mike Thompson also expressed that this is a State mandate and suggested Option #1.

Walter Green commented that the City just had an election and suggested the Council adopt Option #3, consolidating in 2022.

Geoff Kahan said that if Option #1 is chosen, the terms are extended now and subsequent elections will be for four-year terms. He suggested the Council adopt Option #1.

Su Bacon suggested Option #1.

M/S NEWTON/HOFFMAN to approve Option #1, which is to consolidate in November 2018. The motion was carried by the following roll call vote:

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

- B. Request by the Lake Norconian Club Foundation for Use of the Norco Community Center to Store Artifacts from the Norconian Hotel. (City Manager)

City Manager Okoro reported that staff received an email from the Lake Norconian Club Foundation (LNCF) requesting City Council approval to use a portion of the small auditorium room in the Community Center Building which currently houses historic records and materials to store various artifacts which LNCF is planning to remove from the Lake Norconian Club Hotel. Additionally, LNCF has agreed to sign a Waiver of Liability.

In response to Mayor Pro Tem Newton, LNCF President Linda Dixon stated that LNCF has no objection to signing the waiver.

In response to Council Member Hoffman, Superintendent Anglin stated that there will be no change to the structure of the small auditorium. The artifacts will be hung on a portable structure that will sit on the stage in the building.

Mayor Bash suggested that the chandeliers be stored in boxes with one removable side for display. He said the boxes make it easier to transport the artifacts and keeps them safer.

Linda Dixon, President of LNCf, stated that LNCf members, for months, have been looking for a place to store the artifacts. Ms. Dixon suggested that the safest place to store the items is within the City of Norco. She indicated that there would be no cost to the City. Vice President Su Bacon also commented on storage and said the best way to store the chandeliers is by hanging them.

Chair of the Historic Preservation Commission, Matt Potter, indicated that LNCf's request was brought to the Commission and approved with conditions, which include security, earthquake bracing, and more.

Pat Overstreet is a member of the Historic Commission. She asked if the artifacts could be partially on display for the Commission's open house scheduled for the Fall.

Diane Markham, a member of LNCf, asked for the Council's support.

M/S BASH/NEWTON to allow the Lake Norconian Club Foundation use of the Norco Community Center to store artifacts from the Norconian Hotel. The motion was carried by the following roll call vote:

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

6. PUBLIC HEARING:

- A. Amendments to the City's General Fee Schedule for Fiscal Year 2016-2017.
(Finance Officer)

Finance Officer Schuchard reported that the proposed Resolution recommends that the City Council approve adjustments to the City's General Fee Schedule for Fiscal Year 2016-2017 based the change in Consumer Price Index (CPI) of 2.40% from February, 2015 to February, 2016. The General Fee schedule also includes certain new fees which have been added to reflect new user fee services.

Mayor Pro Tem Newton asked what the indicator was that allowed some of the fees to remain the same and not be affected by the 2.4% increase. In response, Ms. Schuchard said that the reason was to remain competitive with other cities.

M/S BASH/HANNA to adopt Resolution No. 2016-26, updating and adjusting the City's General Fee Schedule. The motion was carried by the following roll call vote:

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

7. APPEAL HEARING:

- A. **Conditional Use Permit 2015-40** (Sandoval): A request to appeal the Planning Commission's denial to allow a detached accessory building consisting of a 1,750 square-foot barn/storage building at 219 Gulfstream Lane located within the A-1-20 (Agricultural Low Density) Zone. (Planning Director)

Planning Director King reported that the subject property is located in the A-1-20 Zone, consists of about 1.21 acres, and is developed with a single family residence. The property includes a recorded Primary Animal Keeping Area (PAKA) of 3,918 square feet located towards the south side of the property. The request for Conditional Use Permit 2015-40 was denied by the Planning Commission on April 13, 2016.

In response to Mayor Pro Tem Newton, Director King stated that there have been approximately ten to fifteen PAKA relocations. The relocations met the minimum requirements. The relocations are approved at staff level because it is stated in the A-1-Zone. A reduction of footage is also approved at the staff level but staff has the option to present it to the Planning Commission for approval. Staff has not been presented with that scenario yet.

Council Member Hoffman commented that this PAKA is unusual in its location and size compared to what is in the Municipal Code today. The PAKA was established by the developers and approved in 2001. Mr. King stated that the PAKA's current size would not fit in the new location.

Council Member Hanna asked for the size of the area in which the applicants are proposing to build the barn. Mr. King said that the area is large enough to accommodate the PAKA requirement for an A-1 lot of that size; at least 2,800 square feet. The applicants are proposing to build a 1,750 sq.ft. barn.

There was some discussion about Exhibit F. It was noted that Exhibit F is an example of what a barn should look like and it was provided to the applicant by staff as a guide.

In response to Council Member Grundmeyer, Mr. King indicated that there are temporary structures in the area where the PAKA is being proposed to be moved to.

Mayor Bash opened the public hearing and asked for the appearance of those wishing to speak on this matter.

Mike Garrison, the applicant, stated that when he started the project the attempt was to fall within guidelines set by the City. One of the requirements of the Planning Commission is that the barn match is architecture of the house. Mr. Garrison said he made the change but the design was denied by the Planning Commission. He went back to staff for options and was told that the PAKA could be relocated. It was presented to the Planning Commission but was denied. Mr. Garrison expressed his concerns about no set procedures for barns and is looking for guidance from the City Council.

Brian Weaver, applicant, said that he is looking to meet the City's requirements and asked for direction. Mr. Weaver said that he is within 29% requirement.

Mike Thompson said that he is passionate about hardscape issues. The Municipal Code was changed to reflect the word rectangular and the Planning Commission has been given discretionary power for structures, architecture, etc. With dissimilar lots, it doesn't give the Planning Commission options. Mr. Thompson suggested changing the Code to give the Planning Commission some discretionary power in that area.

With no one else wishing to speak, Mayor Bash closed the public hearing.

Council Member Hanna commented on the difficulty due to the shape of the property and where the house is located. There was further discussion about the size of the barn and having enough room for horses or large animals. Council Member Hanna said he supports the decision of the Planning Commission.

Council Member Grundmeyer said that if the Municipal Code requirements are being met, then she supports the project. She recommended that the PAKA stay where it is.

Council Member Hoffman said that he is not in favor of moving the PAKA. He does not want to set precedence by changing the location or reducing the size. He said he does not have a problem with the PAKA staying where it is as long as the structure is in fact a barn. There was some discussion about the denial process. Mr. King stated that if the Planning Commission denies without prejudice, then the applicant does not have to wait one year but does have to pay application fees. City Attorney Harper indicated that if it a simple design issue, the Council can recommend to send the item back to the Planning Commission for review without additional fees to the applicant.

Mayor Pro Tem Newton asked that if the proposed barn is truly for animal-keeping, then why are there vinyl windows and exposed wiring. The applicant stated that the Planning Commission said the barn has to look like the house. Mayor Pro Tem Newton expressed that the structure looks like a storage building.

Mayor Bash noted Exhibit F provided a good example of what a barn should look like. The plan submitted had no similarities. There was some discussion about what a barn should look like. The applicant requested direction. The Council offered companies that the applicants could use. Council suggested that the applicant revise plans and have the Planning Commission review.

M/S BASH/HANNA to direct the applicant to redesign the barn structure with function and present it to the Planning Commission for review with no additional planning submittal fees. The motion was carried by the following roll call vote:

AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

8. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

City Manager Okoro commented that the City will be holding a Strategic Planning Workshop on Saturday, May 21, 2016 at 9:00 a.m. at Nellie Weaver Hall.

Mayor Pro Tem Newton said he has concerns that the City is not moving quickly enough with the Gateway Specific Plan. City Manager Okoro said that Planning has a working group and is finalizing plans that will be brought back to the City Council.

Council Member Hoffman reminded the public of the Memorial Day event on Monday, May 30, 2016 at the Veterans Memorial Plaza.

Mayor Bash stated that the next regular meeting of the City Council on June 1, 2016 will be changed from 7:00 p.m. to 5:00 p.m. in order for the City Council to attend the Norco High School graduation ceremony. Please check the website for details.

City Clerk Cheryl Link stated that the last day to register to vote for the June 7, 2016 Presidential Primary Election is Monday, May 23, 2016. She also noted that the deadline to submit applications for City Commissions is Thursday, May 26, 2016 at 6:00 p.m.

ADJOURNMENT

Mayor Bash adjourned the meeting at 9:35pm

Cheryl L. Link, CMC, City Clerk