



**CITY OF NORCO  
CITY COUNCIL SPECIAL MEETING MINUTES**

**Wednesday, June 1, 2016  
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

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**CALL TO ORDER:** 5:00 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:** Pastor Fred Griffin, Corona Church of the Open Door

**CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:**

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

Mayor Pro Tem Newton:

- Was unable to attend the WRCWRA Board Meeting on May 26, 2016, he asked Chad Blais, Public Works Director, to provide an update. Decision was made to fully enclose all the areas/buildings where bio-waste material is released from reactors, to help reduce smell from escaping, as well as alleviate AQMD potential violations. .

Council Member Hoffman:

- Attended the Local Agency Formation Commission (LAFCO) meeting.
- Attended the ICSC Conference in Las Vegas with Mayor Bash, Planning Director Steve King and Roger Grody, Economic Development Consultant, who provided a report. Mr. Grody conveyed that the trip was very successful, met many interested retailers, commercial brokers, and hotel developers, whom are very interested in Norco. The City's booth exhibit display was well received, to the credit of staff.
- Attended the Veterans Memorial on Monday, May 30<sup>th</sup>; the event was excellent, great job by all participants, the American legion, and City staff.

Council Member Hanna:

- Attended the Northwest Mosquito Abatement and Vector Control meeting last week. He reported that the Zika virus will be a serious issue and difficult to contend with, adding that California now has 49 cases. Federal funds of \$5 million are being allocated to help control the virus.
- Attended the Riverside Transit Authority Meeting today; additional small busses are being allocated anticipating summer usage. Norco College is being approached offering the GoPass for \$6 per semester, providing more service which will help ease traffic, this program has been successful at other colleges. School-aged students will be able to ride for \$0.25 all summer.

Council Member Grundmeyer:

- No report given.

Mayor Bash:

- Participated in a special ceremony at Silverlakes on Saturday, May 28<sup>th</sup>.
- Met with the Senior Advisory Committee at the Rose Eldridge Senior Center to discuss upcoming events for the community seniors.

2. CITY COUNCIL CONSENT ITEMS:

Mayor Pro Tem Newton pulled Items 2.C, 2.F, 2.G., and 2.I. and a member of the public asked to speak on Item 2.F.

**M/S HANNA/NEWTON 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 and Regular Meeting Minutes of May 18, 2016, and the Special Joint Meeting Minutes of May 21, 2016. **Action: Approved the City Council Special and Regular Meeting Minutes of May 18, 2016 and the Special Joint Meeting Minutes of May 21, 2016.** (City Clerk)
- B. Procedural Step to Approve Ordinance after Reading of Title Only. **Action: Approved** (City Clerk)
- C. Acceptance of Proposal for ESRI, Inc. GIS Software Services. **Action: Pulled for Discussion** (Director of Public Works)
- D. Acceptance of Proposal from Lucity, Inc. for Software License and Professional Services Agreement. **Action: Accepted the proposal for the purchase of Computerized Maintenance Management System (CMMS) and implementation services by Lucity, Inc. and authorize the City Manager to execute the contract in the amount not to exceed \$50,000 for purchase of software and \$64,200 for software implementation.** (Director of Public Works)

- E. Approval of Relocation of a Public Art Piece at the George Ingalls Equestrian Event Center. **Action: Approved the relocation of a public art piece at the George Ingalls Equestrian Event Center.** (Deputy City Manager/Director of Parks, Recreation, and Community Services)
- F. Acceptance of Bids and Award of Contract for the Equestrian Trail Fence "Bluff Peninsula" Project. **Action: Pulled for Discussion** (Director of Public Works)
- G. Acceptance of Bids and Award of Contract for the Norco MDP Line NB-3 North Storm Drain Improvement Project. **Action: Pulled for Discussion** (Director of Public Works)
- H. Execution of a Cooperative Funding Agreement between the City of Norco and the Riverside County Flood Control and Water Conservation District. **Action: Approved a Cooperative Funding Agreement between the City of Norco and Riverside County Flood Control and Water Conservation District to Design and Construct the extension of MDP Line NB-3 Drainage Facilities, subject to non-substantive changes and approval by the Riverside County Board of Supervisors; and authorize the City Manager to execute the agreement.** (Director of Public Works)
- I. Award a 5-Year Contract to Smart Utility Systems in the Amount of \$83,550 to Implement the Smart Customer Mobile Module. **Action: Pulled for Discussion**(Finance Officer)

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

Items were heard out of order.

- 2.F. Acceptance of Bids and Award of Contract for the Equestrian Trail Fence "Bluff Peninsula" Project (Director of Public Works)

Bill Naylor thanked the Council for the trail work done along Bluff Road.

Mayor Pro Tem Newton asked why the alternate bid was not accepted, and what City internal staff is the report referring to, for the removal of existing trail fence. Chad Blais, Public Works Director, stated that prison crew will be used at a savings for the City, the cost is approximately \$250 per week; the removed fencing will be moved to the Yard, to salvage what can be used again, and dispose of the rest, which will be handled by the Public Works staff.

Council Member Hoffman stated that the use of Court workers or CRC workers has been done in the past, a substantial savings to the City. Director Blais stated that the CRC crew has its own command and a City staff member also accompanies the working group. Council Member Hoffman asked that the neighborhood residents be advised that CRC crew will be used.

**M/S BASH/NEWTON to accept the bids submitted for the installation of new trail fence in the Bluff Peninsula area, award a contract to Valley Cities/Gonzales Fence, Inc. in the amount of \$78,100 and authorize the City Manager to approve contract change orders up to 10 percent of the total bid amount. The motion was carried by the following roll call vote:**

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

2.C. Acceptance of Proposal for ESRI, Inc. GIS Software Services. (Director of Public Works)

Mayor Pro Tem Newton asked for clarification on the amount of the total cost as the staff report read \$75,000, and the quotation sheet provided with the report showed \$81,000. Public Works Director Blais stated that the correct cost is \$75,000, a corrected quotation sheet was provided to the Council.

**M/S GRUNDMEYER/HANNA to accept the proposal submitted for a three-year agreement for annual geographical information system software licensing and maintenance services contract to ESRI, Inc. and authorize the City Manager to execute the contract in the amount not to exceed \$75,000. The motion was carried by the following roll call vote:**

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

2.G.. Acceptance of Bids and Award of Contract for the Norco MDP Line NB-3 North Storm Drain Improvement Project. (Director of Public Works)

Mayor Pro Tem Newton questioned the survey done and who had completed it. Director Blais explained that only a pre-survey had been done to date; and that based on past experience, the City hires its own surveyor, as the work is more trusted than the individual provided by the contractor. Director Blais stated that he will review this practice for future projects, as this is not a usual practice. Mayor Pro Tem Newton asked that traffic calming measures be incorporated as part of future projects.

In response to Council Member Hoffman, Sam Nelson, Associate Engineer, replied that the estimated time of completion, as set by the agreement, is 45 days.

**M/S HOFFMAN/BASH to accept bids submitted for the installation of new storm drain pipe and catch basins on Corona Avenue between Fourth and Fifth Streets, award a contract to Gwinco Construction & Engineering, Inc. in the amount of \$216,609, and authorize the City Manager to approve contract change orders up to 10 percent of the total bid amount. The motion was carried by the following roll call vote:**

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

- 2.1. Award a 5-Year Contract to Smart Utility Systems in the Amount of \$83,550 to Implement the Smart Customer Mobile Module. (Finance Officer)

Mayor Pro Tem Newton complimented Olivia Hoyt, Accounting Manager, and her staff for a job well done. Mayor Bash concurred.

**M/S NEWTON/BASH to award a 5-Year contract to Smart Utility Systems in the amount of \$83,550 to implement the Smart Customer Mobile Module. 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:

Geoff Kahan welcomed back Deputy City Manager Brian Petree. As a Parks and Recreation Commissioner, he promoted the Concerts in the Park. Mr. Kahan also commented on the Brew n Que weekend event beginning Friday, June 3.

Jeremy Hutman, California First Property Assessment Energy & Efficiency Program, which provides financing for homes and businesses for energy and water-saving measures to help lower utility bills; similar to the HERO program. He shared that the Riverside County Board of Supervisors have unanimously approved this program, and advised that a City resolution is needed in order to enable the program in this community.

5. APPEAL HEARING:

- A. **Conditional Use Permit 2014-10/Variance 2014-05** (Swaminarayan Gurukul-USA/Patolia): A request to appeal the Planning Commission's denial to allow the development of a temple and cultural center on a vacant parcel (APN 130-240-031) located on the west side of Norconian Drive between Norco Drive and Fifth Street, within the A-1-20 (Agricultural Low Density) Zone. A variance is being requested from the maximum allowed height of 35 feet to allow a building dome height of about 46 feet. (Planning Director)

**M/S BASH/NEWTON to continue the Appeal Hearing for Conditional Use Permit 2015-10/Variance 2014-05 to the July 6, 2016 City Council Regular Meeting. The motion was carried by the following roll call vote:**

**AYES: BASH, GRUNDMEYER, HANNA, HOFFMAN, NEWTON**

**NOES: NONE**

**ABSENT: NONE**

**ABSTAIN: NONE**

**6. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:**

Mayor Bash asked if the 100-mile Club could schedule a walk around Pikes Peak Park prior to the start of each concert; Deputy City Manager Petree stated he will speak with Parks staff.

Mayor Bash asked each Council Member for their availability to host one of the six Concerts in the Park events; the following schedule has been set:

June 10 – Mayor Bash

June 24 – Parks Commission Member Kahan

July 8 – Council Member Grundmeyer

July 22 – Council Member Hoffman

August 5 – Mayor Pro Tem Newton

August 12 – Council Member Hanna

Council Member Hoffman provided more information about the Brew N Que event at the George Ingalls Event Center, beginning with a kick off Meat-n-Greet the evening of June 3<sup>rd</sup>, continuing all day on Saturday, June 4<sup>th</sup>.

Mayor Bash shared that Silverlakes hosted over 50,000 visitors from 16 countries this past weekend.

City Manager Okoro shared that Silverlakes will also be hosting a college soccer showcase event, geared for College and High School players the weekend of June 3, 2016.

**ADJOURNMENT**

Mayor Bash adjourned the meeting at 5:38 p.m. with a moment of silence for Pearl Harbor survivor, Bud Bacon.

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Diane Germain, Deputy City Clerk