



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

**Wednesday, September 21, 2016  
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

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**CALL TO ORDER:** 7:00 p.m.

**ROLL CALL:** 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 Robin Grundmeyer

**INVOCATION** Pastor Rene Parish, Beacon Hill Assembly of God

**BUSINESS APPRECIATION HONOREE:** Target Corporation

**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 September 7, 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. Recap of the Actions Taken by the Planning Commission at its Meeting Held on September 14, 2016. **Recommended Action: Receive and file.** (Planning Director)
  - D. Part-Time Employee Salary Schedules, 2017-2022. **Recommended Action: Adopt Resolution No. 2016-58, updating part-time employee salary schedules to correspond with State of California minimum wage requirements.** (Human Resources Analyst)

- E. Certified Farmers Market Recommendation from the Economic Development Advisory Council. **Recommended Action: Approve the recommendation of the Economic Development Advisory Council (EDAC) to establish a Certified Farmers Market, and direct staff to release a Request for Proposals (RFP) to qualified professional managers.** (Economic Development Consultant)
  - F. Amendment No. 8 to the Joint Exercise of Power Agreement Creating the Western Riverside County Regional Wastewater Authority (WRCRWA). **Recommended Action: Approve Amendment No. 8 to the Joint Exercise of Power Agreement creating the Western Riverside County Regional Wastewater Authority, subject to non-substantive changes and approval by all WRCRWA member agencies.** (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. LEGISLATIVE MATTER: *No new evidence will be heard from the public as the public hearing has been closed regarding the items listed.*
- A. **Ordinance No. 1007, Second Reading.** An Ordinance of the City Council of the City of Norco Amending Chapter 14.04.720 of the Norco Municipal Code, "Water Conservation Program." Code Change 2016-04. (City Clerk)  
  
*The proposed Ordinance revises the City's existing Chapter 14.04.720 (Water Conservation Program) of the Municipal Code to comply with the State Water Resources Control Board's (SWRCB) newly adopted requirements for all water suppliers.*  
  
**Recommended Action: Adopt Ordinance No. 1007 for second reading.**
6. DISCUSSION / ACTION ITEMS:
- A. Discussion Regarding Removal of Dead/Dying Trees by Southern California Edison. (Director of Public Works)  
  
*The City utilizes contract tree trimming and tree maintenance services to perform emergency trimming and removal, and to provide on-call services. West Coast Arborist (WCA) has been the contract maintenance service provider for the City for the last 10 years. However, the effects of the budget cuts of the last ten years have altered the City's ability to maintain a healthy urban forest and provide adequate maintenance and safety levels to the City tree system. This, along with the under wire utility pruning methods of SCE, has resulted in many trees that are in stress and in need of removal and maintenance.*

**Recommended Action: Authorize staff to finalize a multi-year schedule for the removal of dead and dying trees by Southern California Edison.**

B. Appointments to the Norco Youth Advisory Council. (City Clerk)

*The City of Norco recently established the Norco Youth Advisory Council, with the purpose of advising the City Council on youth-related programs. The Council is requested to review applications submitted for nine vacancies on the Norco Youth Advisory Council. Staff is recommending that the City Council make appointments to serve 1-year terms (October 2016 – May 2017).*

**Recommended Action: Make nine appointments to the Norco Youth Advisory Council from the applicants that applied and qualify for service.**

7. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

**ADJOURNMENT**

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*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. The meeting is recorded.*



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

**Wednesday, September 7, 2016  
City Council Chambers, 2820 Clark Avenue, Norco, CA 92860**

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**CALL TO ORDER:** 6:00 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

City Manager Okoro requested to add one anticipated litigation case to Closed Session.

**M/S BASH/HOFFMAN to add one anticipated litigation case to Closed Session. The motion was carried by the following roll call vote:**

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

**NOES: NONE**

**ABSENT: NONE**

**ABSTAIN: NONE**

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

**CLOSED SESSION:**

**§54956.9(d)(2) – Conference with Legal Counsel – Anticipated Litigation**  
Two Cases

**§54956.95 – Liability Claims**

Claimant: Kyle Harrington

Agency Claimed Against: City of Norco

Claimant: Kodie McAulay

Agency Claimed Against: City of Norco

Claimant: Carol Mary-Anne Batts, et al.

Agency Claimed Against: City of Norco

**RECONVENE PUBLIC SESSION:** 7:03 p.m.

Mayor Bash reconvened the Public Session in honor of Art Boster.

**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:** Mayor Kevin Bash

**INVOCATION** Beacon Hill AG – Swahili Faith Community,  
Associate Pastor Daniel Kitheka

**PROCLAMATION:** Constitution Week – September 17-23, 2016  
Lisa Howison, Daughters of the American  
Revolution

Mayor Bash presented a proclamation to Lisa Howison of the Daughters of the American Revolution for Constitution Week and asked Norco residents to reaffirm the ideals of the Framers of the Constitution.

**INTRODUCTION:** Aileen Flores, Government Affairs  
Representative, Southern California Edison

Ms. Aileen Flores commented briefly on her responsibilities at Southern California Edison and her role as a liaison to the City. Ms. Flores also provided a brief history of her experience with local government and regional agencies. She said is eager to assist the City and looks forward to the partnership.

**CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:**

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

Council Member Grundmeyer:

- Attended a Corona Norco Unified School District Norco Schools Committee meeting on August 29<sup>th</sup>. New CNUSD staff members were introduced and the City received updates on the modernization projects for Norco schools.
- Attended the Red Ribbon Week celebration event. Council Member Grundmeyer noted that there is a need for judges for the posters and media submitted by students and encouraged Council, staff and residents to volunteer as judges. Judging will take place on November 1, 9am – 2pm in Council Chambers.

Council Member Hanna:

- Attended the student welcome event at Norco College on August 27<sup>th</sup>. Riverside Transit Agency had a bus on display at the event to educate the students on the advantages of using public transportation.

Council Member Hoffman:

- Attended a meeting of the California Rehabilitation Center Citizens Advisory Committee on August 23<sup>rd</sup>. The inmates are working with dogs and on October 3<sup>rd</sup>

their story will showcase their work on the Animal Planet channel. Also discussed was improving communication between the California Rehabilitation Center and the City.

- Attended the swearing in event of the new Navy commanding officer on August 25<sup>th</sup>.
- Attended the Brothers in Arms Charity Football Games in August.
- Attended a meeting of the Section 106 historical resources process regarding the Lake Norconian Historical District.

Mayor Pro Tem Newton:

- No report given.

Mayor Bash:

- Recently was appointed to the March Air Force Base “Save the Hangars” Committee.
- Attended the Corona Norco Unified School District Measure GG Citizens Advisory Committee presentation on September 6<sup>th</sup>.
- Attended the student welcome event at Norco College on August 27<sup>th</sup>.
- Attended a photo opportunity event today with Lewis Retail Centers for the Norco Village project at River Road and Corydon.
- Commented on the Senior Scam Stopper Seminar hosted by Senator Richard Roth and the California Contractors State License Board. The event will be held at the Rose M. Eldridge Senior Center on September 22<sup>nd</sup>, 12:00 – 2:00 p.m.
- Commented on the City’s September 11<sup>th</sup> event at 5:30 a.m. at Fire Station #47. All are welcome to attend.

2. CITY COUNCIL CONSENT ITEMS:

Council Member Hoffman pulled Item 2.C. Council Member Hanna pulled item 2.E.

**M/S NEWTON/GRUNDMEYER 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 Regular Meeting Minutes of August 17, 2016. **Action: Approved the City Council regular meeting minutes.** (City Clerk)
- B. Procedural Step to Approve Ordinance after Reading of Title Only. **Action: Approved.** (City Clerk)
- C. Acceptance of Bids and Approval of Purchase for Replacement of One-Ton Service Truck for the Public Works Department. **Pulled for discussion.** (Director of Public Works)

- D. Proposed Cancellation of the October 5, 2016 City Council Regular Meeting. **Action: Cancelled the October 5, 2016 City Council regular meeting.** (City Clerk)
- E. Fiscal Year 2015-16 Fire Hydrant and Isolation Valve Assessment, Testing and Information Management Program Results. **Pulled for discussion.** (Director of Public Works)

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

- 2.C. Acceptance of Bids and Approval of Purchase for Replacement of One-Ton Service Truck for the Public Works Department. (Director of Public Works)

Council Member Hoffman pulled this item to thank staff for helping select a local dealer.

**M/S HOFFMAN/BASH to accept bids submitted for the purchase of a one-ton service truck and authorized purchase from Hembrog Ford in the amount of \$52,725.75. The motion was carried by the following roll call vote:**

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

**NOES: NONE**

**ABSENT: NONE**

**ABSTAIN: NONE**

- 2.E. Fiscal Year 2015-16 Fire Hydrant and Isolation Valve Assessment, Testing and Information Management Program Results. (Director of Public Works)

Council Member Hanna referenced the Hydrant Summary Report and noted that there are 32 hydrants out of service for repair. Director Blais clarified that the report was prepared by a consultant and reported to the City of 32 hydrants needing repair. Staff has completed most repairs, with seven (7) currently not in service due to extensive repairs. Director Blais estimated a 45-day schedule for the repairs. Council Member Hanna expressed that it not safe to have hydrants not in service.

Council Member Hoffman referenced the summary reports and commented on the hydrants that cannot be located. In response, Director Blais indicated that information on the reports means that 121 hydrants were not identified on the City's maps. The audit was to update City maps, add information to GPS, identify repairs, etc.

Jodie Webber-Filkins commented that she is astonished that there are some hydrants not in service considering it is fire season. She requested that the City share with the public which hydrants are not working. Ms. Webber-Filkins stated that while she understands the high cost of repair, she asked that staff place a high priority as it is a matter of public safety.

**M/S HANNA/NEWTON to receive and file. 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:**

Jeannie Hallgrimson, a Remax Allstars realtor, spoke on behalf of Mr. and Mrs. Ignacio Hermosillo who own property on Fifth Street. Mr. and Mrs. Hermosillo took out an interest-only loan with the Norco Redevelopment Agency in 2006. The loan was for improvements including a ramp to help assist Mr. Hermosillo get into his home due to his disabilities. Ms. Hallgrimson indicated that the Hermosillo's are in a short-sale situation and requested that the City work with her and her clients on a settlement before the property goes into foreclosure.

Bonnie Slager commented on the upcoming election on November 8<sup>th</sup> and indicated that Norco Horsemen's Association and RURAL are hosting a candidates forum on Thursday, September 15<sup>th</sup> at 7:00 p.m. at Nellie Weaver Hall. Candidates for various state district offices as well as the community college district will be present.

Foro Cueva asked if the fire hydrant by his home at 1425 Detroit Avenue is operable. Mr. Cueva commented that tree trimming and trail maintenance is needed. He also commented on unsightly businesses on Sixth Street. Mayor Bash referred Mr. Cueva to Public Works Director Chad Blais and Planning Director Steve King for assistance with his concerns.

Council Member Hoffman took a moment to congratulate the Fair Committee, the Parade Committee, and the Rodeo Committee for their exceptional work for the successful Norco Fair this year.

**5. DISCUSSION / ACTION ITEMS:**

- A. Proposed Temescal Avenue Traffic Calming Measures. (Director of Public Works)

Director Chad Blais reported that at the August 3, 2016 City Council meeting, Mayor Pro Tem Newton made a request to staff to begin considering traffic control measures for all residential streets as part of any planned Capital Improvement Projects. Public Works staff has identified some traffic control measures for the upcoming Temescal Avenue pavement project and is now seeking feedback and approval for the proposed improvements.

Council Member Grundmeyer commented that she agrees with the measures proposed and hopes for success so that they can be used at other school locations. Council Member Grundmeyer referenced the Streets, Trails and Utilities Commission recommendation of additional traffic enforcement in the area. Director Blais stated that the Commission sees a lack of enforcement of the "No Parking" signs. Council Member Grundmeyer asked staff

to look into the “No Parking” limitations and suggested increasing the number of “No Parking” signs.

Council Member Hoffman expressed that these measures are a good start but cautioned using too many otherwise they will be ignored. Council Member Hoffman requested that the Sheriff’s Department and staff look into the possibility of implementing a double penalty for certain violations in the school zone. Council Member Hoffman also suggested installing trail fencing, which might help as another method of traffic calming.

**M/S HANNA/BASH to approve the proposed traffic calming measures on Temescal Avenue between First Street and Second Street. The motion was carried by the following roll call vote:**

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

**B. Formation of a Committee to Review Lot Coverage Allowance (City Manager)**

City Manager Okoro reported that at the August 10, 2016 the Planning Commission adopted Resolution 2016-47 to amend Chapter 18.30 of the Norco Zoning Code regarding lot coverage allowance in the A-1 Zone. On August 17, 2017, the City Council voted to direct the City Manager to agendize discussion on forming a committee to review lot coverage allowance. City Manager Okoro presented the option of a Business Advisory Group process. Under this process, the City Manager would request participation, along with staff, from two Planning Commission Members and two City Council Members. This process would not be subject to the Brown Act. The other option is for the City to form an Ad-Hoc Committee comprising of the City Council Members and two Planning Commission Members, along with staff. This process would be subject to the Brown Act.

Council Member Grundmeyer suggested the Ad-Hoc Committee option to allow for public participation and transparency. Council Member Hoffman indicated that if the Business Advisory Group option is chosen, any recommendations would have to come before the Planning Commission and City Council through a public meeting process. Mayor Pro Tem Newton would like to keep it open for public participation. Council Member Hanna concurred to move forward with the Ad-Hoc Committee option.

Mayor Bash recommended the formation of an Ad-Hoc Committee and appointing Mayor Pro Tem Newton and Council Member Hoffman. The Council concurred and also agreed to allow the Planning Commission to appoint two representatives.

Mike Thompson expressed his concern with only appointing Council Members and Planning Commission Members to this Committee. Mr. Thompson suggested the appointment of residents to the Committee.

**M/S BASH/NEWTON to approve the formation of an Ad-Hoc Committee, appoint Mayor Pro Tem Newton and Council Member Hoffman as the Council representatives, and direct the Planning Commission to select two Planning Commission Members to serve on the Ad-Hoc Committee. The motion was carried by the following roll call vote:**

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

**6. PUBLIC HEARINGS:**

- A. Ordinance No. 1007, First Reading (City).** An Ordinance of the City Council of the City of Norco Amending Chapter 14.04.720 of the Norco Municipal Code, "Water Conservation Program." Code Change 2016-04. (Director of Public Works)

Director Chad Blais reported that the proposed Ordinance revises the City's existing Chapter 14.04.720 (Water Conservation Program) of the Municipal Code to comply with the State Water Resources Control Board's (SWRCB) newly adopted requirements for all water suppliers.

Council Member Grundmeyer suggested informing residents of the changes on the City's website, Weekly Highlights and any other methods staff deems appropriate.

**Mayor Bash opened the public hearing and requested the appearance of those wishing to speak. With no one wishing to speak, Mayor Bash closed the public hearing.**

**M/S GRUNDMEYER/HANNA to adopt Ordinance No. 1007 for first reading and schedule the second reading for September 21, 2016. The motion was carried by the following roll call vote:**

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

- B. Ordinance No. 1008, First Reading.** Specific Plan 91-02 Amendment 7 (City of Norco): A proposal to amend the regulations for the Equestrian Residential District of the Norco Hills Specific Plan with regards to the allowed lot and pad area coverage. (Planning Director)

Director Steve King commented that this item requires some modification and requested that the Council table this Ordinance to allow staff time to revise and take back to the Planning Commission.

**M/S BASH/NEWTON to table this item. The motion was carried by the following roll call vote:**

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

**Mayor Bash recessed the meeting at 8:21 p.m. Mayor Pro Tem Newton reconvened the meeting at 8:29pm**

**7. APPEAL HEARING:**

- A. Conditional Use Permit 2016-22 (Podaca): An appeal of the Planning Commission's approval of a request to allow a detached accessory building consisting of a 2,000 square-foot hobbyshop/storage building at 3596 Pedley Avenue located within the A-1-20 (Agricultural Low Density) Zone. (Planning Director)

Mayor Bash noted that he would recuse himself from discussion and voting on this item due to conflict of interest. Mayor Bash left the dais at 8:21 p.m. Mayor Pro Tem Newton presided over the meeting.

Director Steve King reported that the request for Conditional Use Permit (CUP 2016-22) was approved by the Planning Commission on August 10, 2016 but that decision has been appealed to the City Council. The subject property is located in the A-1-20 Zone, consists of about 0.62 acres/27,007 square-feet and is developed with a single-family residential use. Director King indicated that the Planning Commission approved the CUP by a 3-1-1 vote; (3-Yes; 1-No; 1- absent).

Council Member Hoffman asked if there was any discussion at the Planning Commission meeting about the presence of a CUP for the adjoining property (day school). Director King indicated that the Commission was aware of the day school but did not recall it being a point of discussion. Director King stated that Chapter 18.56 dealing with child care centers was not discussed. Council Member Hoffman asked if any conditions were added to the CUP regarding what could be stored in the accessory building or types of uses. In response, Director King indicated there were no specific conditions incorporated in the CUP regarding storage.

Council Member Grundmeyer referenced the accessory building rendering submitted by the applicant and asked how staff holds the applicant accountable for the drawings submitted (Exhibit F). Director King stated that prior to approving the building permit and issuing a certificate of occupancy, City building inspectors inspect the structure for compliance. Council Member Grundmeyer expressed the need for more professional renderings required of the applicants.

Council Member Hanna expressed his concern for the safety of the children at the adjoining property as well as concerns regarding proper drainage.

In response to Mayor Pro Tem Newton, Director King stated that the square footage requirement for sprinklers in an accessory building is 2,500 sq. ft. or larger. Mayor Pro Tem Newton also commented on the need for more professional renderings, as it is difficult to hold the applicant accountable from a sketch. In response to Mayor Pro Tem Newton's questions regarding draining, Director King indicated that when the building permit is pulled, drainage issues would have to be mitigated.

**Mayor Pro Tem Newton opened the appeal hearing.**

Betty Bash, appellant, commented that she owns Town and Country Day School next door to the applicant. She commented on the uniqueness of her property and her family's previous successful efforts to protect open space and animal-keeping. Ms. Bash requested that a moratorium be placed on all accessory buildings until some true guidelines can be met. If not, she asked that the applicant be required to adhere to CUP restrictions that protect her rights. (Full comments made by Ms. Bash are attached as Exhibit A.)

Mr. Podaca, applicant, commented that he has followed the process outlined by the City. He indicated that the accessory building is a continuation of the remodeling that he has been doing on his property.

Linda Dixon expressed her support for property rights, but also noted the need to take into consideration neighboring properties. Ms. Dixon commented on ensuring the safety of the children at the day school. Ms. Dixon said that the City must start putting ideas together to keep the open space and animal-keeping lifestyle.

Su Bacon commented on the issue of property rights versus the rights and protections of others. She commented on the lack of staff and lack of the City's ability to monitor what has been allowed to be built. Ms. Bacon expressed that these issues are chipping away at what people had moved to, which is open space, trails, and animal-keeping. Ms. Bacon also questioned why the accessory buildings are larger than the primary residence.

Pat Overstreet commented that open space and large lots are slowly being covered by large buildings. She expressed that this accessory building will degrade the children's environment. Ms. Overstreet suggested that this item be reconsidered.

Bonnie Slager commented that the City is becoming a sea of metal buildings.

Dan Leach, father-in-law of applicant, commented that the applicant has followed the City's requirements. Mr. Leach said that the applicant is a good neighbor and has changed his property from a standard property to a beautiful home, which has won an award from the City.

Council Member Grundmeyer asked the applicant what his intended use is for the accessory building. Mr. Podaca stated that it will be used for storage of recreational vehicles and used for woodworking and metal work. In response to Council Member Grundmeyer, Mr. Podaca said that limited amounts of chemical would be stored on site; amounts ordinarily found on most properties, which will be contained safely.

In response to Council Member Hoffman, Mr. Podaca agreed to all conditions listed in the CUP.

Mayor Pro Tem asked if there would be water service, sewer, electricity, etc. Mr. Podaca said that initially just electricity. He said he will need electricity for building lighting and welding. In response to Mayor Pro Tem Newton, Mr. Podaca agreed to the conditions and stated he understood that if the use becomes other than what he is currently describing, it is considered a violation and could be required to take the building down. Mr. Podaca said it will not be a business or home occupation. Mr. Podaca also said that he is agreeable to match the color of the accessory building to his home.

There was some discussion about welding oxygen storage requirements. Fire Battalion Chief Scott Lane indicated that Fire Code does not apply to residential use. There may be requirements from County Health Department or Environmental Health Department. Council Member Hoffman asked if there are Fire Codes or Building Codes that address chemical storage or permitted uses near a school. Chief Lane said he would look into it further.

**Mayor Pro Tem closed the appeal hearing.**

Council Member Hoffman referenced Norco Municipal Code Section 18.45.14 – Conditions Necessary to Granting a Conditional Use Permit. Before a Conditional Use Permit may be granted, the Commission, or Council upon appeal to it, shall make a finding from the evidence as submitted, that all four (4) of the following conditions exist in reference to the property being considered: (1) The requested Conditional Use Permit will not adversely affect the General Plan or the public convenience or general welfare of persons residing or working in the neighborhood thereof; (2) The requested use will not adversely affect the adjoining land uses and the growth and development of the area in which it is proposed to be located; (3) The size and shape of the site proposed for the use is adequate to allow the full development of the proposed use in a manner not detrimental to the particular area; and (4) The traffic generated by the proposed use will not impose an undue burden upon the streets and highways in the area. Council Member Hoffman also referenced the Code regarding day cares and schools which states that adjacent development will not constitute a hazard to children under the developmental standards of that code.

Council Member Hoffman expressed that the Planning Commission did a good job with this item. He noted that the children of the day care school need to be taken into consideration. He said that the Council does not have sufficient information to set conditions and recommended sending this matter back to the Planning Commission to set further conditions for proper protection of the school.

Council Member Hanna concurred with the codes referenced by Council Member Hoffman and requested more information from the Fire Chief and an engineer's report regarding water flow. Council Member Hanna requested to send back to the Planning Commission.

Council Member Grundmeyer said while she understands the need for the Fire Codes, she wants to be sure the City is being fair and equitable to residents. Council Member Grundmeyer commented that safety measures have to be taken and could be addressed with conditions by which the City can follow-up and track. Council Member Grundmeyer

expressed her frustration about the continued discussion about lot coverage, when the real issue the City needs to address is the topic of accessory buildings.

Mayor Pro Tem Newton said he cannot find a basis for denial. The project meets code requirements and the lot coverage is correct. Mayor Pro Tem Newton noted the suggestion to send back to the Planning Commission. However, this is an appeal hearing and the City Council must uphold or deny. Additional conditions can be placed by the City Council and sending it back to the Planning Commission is not necessary.

There was some discussion regarding additional conditions. Council Member Hoffman suggested, for Condition #7, to incorporate fire life safety issues such as adding a clause that calls out that the accessory building is adjacent to a school which may bring in other requirements or restrictions. To Condition #7, Mayor Pro Tem Newton requested to add requirements that soften the architectural elements on the accessory building, such as windows, and give it a more residential look. These requirements will be reviewed and approved by staff and the Architectural Review Committee. There was additional discussion about chemical storage. A condition will be added to apply commercial standards to address requirements regarding any chemicals stored on the property. Condition #14 will be added to state that the addition of any supplemental utilities to the building requires a building permit limited to the threshold of a residential storage level.

**M/S NEWTON/HOFFMAN to approve Conditional Use Permit 2016-22 (Podaca) with additional conditions as noted by the City Council. The motion was carried by the following roll call vote:**

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

**Mayor Pro Tem recessed the meeting at 9:48 p.m. Mayor Bash returned to the dais and reconvened the meeting at 9:50 p.m.**

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

None.

**ADJOURNMENT**

Mayor Bash adjourned the meeting at 9:50 p.m. in honor of Art Booster.

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Cheryl L. Link, CMC, City Clerk

**Good Evening Mayor Pro Tem Newton and Councilmembers.**

**As you know our family owns Town and Country Day School, next door to 3596 Pedley Avenue. Our flag lot surrounds our neighbor with playgrounds bordering on the west and north sides.**

**Town and Country Day School is a very unique facility with outdoor gardens, trees, individual classrooms and age appropriate playgrounds: I am not aware of another school like it in California. We knew exactly what we wanted to create and after searching for two years, we purchased in Norco in 1961 and the zoning was right because in those days schools were not allowed to be placed on busy streets. We built a safe and secure place where children could experience a country atmosphere and open space that allowed them to run and play. My husband wanted to replicate for children his upbringing... in once rural Compton. For those of you who have visited our school, I believe you have seen this is what we have created for children for well over 54 years.**

**Most certainly we knew we did not want to build a school in a commercial cluster of industrial buildings.**

**Before our community became a city my husband and I first joined the successful fight to stop county zoning that would have destroyed rural Norco and we joined the majority who stood up to developers and residents who claimed their property rights were more important than their neighbors. We were part of the successful cityhood effort to specifically protect what was then a common but fading Southern California life style of open space and animals. For over 50 years we have been part of and watched many battles both with people from outside the community and within to protect what is now a very rare, one of the last, large lot community of animals, trails and open space.**

**Residents voted for a charter that protects our lifestyle. Some say this only recently provides protection. I disagree; our charter is a voter approved clarification and continuation of decades of successful efforts by Norco resident after Norco resident, City**

**Council after City Council to protect a precious, almost extinct and a valuable way of life.**

**Most certainly, the intent of our codes and zoning ordinances, though imperfect, have been from the beginning specifically designed to protect lot sizes and animal keeping and were never intended to foster a community of gigantic tin sheds in the name of lot coverage.**

**I mean no disrespect to my neighbor, and, I certainly do not wish to have a war with any neighbors. The fact is, this is the first time in 54 years that I have ever objected to anything any of my neighbors have done with their properties.**

**That said, my neighbor moved next door to me, not the other way around. He moved next door to a school that has been governed by a CUP for over forty years, a CUP that required us to protect our neighbor's rights.**

**That CUP was actually not even necessary as we were fully eligible to be grandfathered in, but, we wanted to be good neighbors and to**

**my knowledge we have never broken that agreement nor have we negatively impacted our neighbors.**

**I first ask that a moratorium be placed on all accessory buildings until some true guidelines can be met and if that is not agreeable, then I ask that my neighbor be required to adhere to CUP restrictions that protect my rights.**

**Our private school is governed by extremely strict State requirements that are designed to first and foremost protect children. If my neighbor replicates in the proposed building the work he does currently in his garage and drive way at the front of his property, it will be a full on commercial shop with professional equipment, welding tools etc. I would ask that restrictions be placed on the activities to be conducted in the building, such as, welding, tasks requiring flammable liquids, etc., that could lead to an explosion that would prove to be catastrophic or welding arcs to the eyes of curious children.**

**I ask that drainage issues be examined carefully before this or any building is allowed on that property. In recent years, we have not seen much rain, but when it does rain, the flooding is significant and if allowed a building this size will potentially cause drainage problems downstream by changing water flow. It is unacceptable that such a large building could be approved and should damage occur, it becomes a civil matter and we as residents who try to warn city officials of what will happen are eventually forced to live with new flooding or pay huge attorney fees to collect damages. My family and multiple neighbors lived with this exact situation when a previous city staff signed off on a 7000 square foot building that plans showed water draining out onto Pedley Avenue – meaning this was the only property in the world where water drained 16 feet up hill.**

**I am truly saddened that if this building is allowed as proposed, it will negatively impact our school by cutting off views; meaning the children will no longer be looking at the hills, open space and feel like they are in a rural environment; they will be looking up at a**

**windowless, red metal commercial building, twenty feet in the air. I realize views are not protected – but, the reality is at council level they can be.**

**Look at my view across the street. The building is five times larger than the home it sits behind and actually bigger than the large horse barn behind it. (Picture supplied). Is this really what 50 years of city councils fought for?**

**The purpose stated by my neighbor isn't even for animal keeping; it is "hobby/shop/storage." I did not fight for five decades to preserve out of place, gigantic shop and storage facilities in our neighborhoods and I do not believe any of you did either. I did not fight for an industrial zone of windowless metal buildings that clearly do not meet any kind of esthetic value much less animal keeping and will have the future potential to become a home-operated commercial business venture: a situation that is occurring with far too much regularity in our city that prides itself on maintaining an A-120, rural animal keeping lifestyle.**

**Unfortunately, I believe our life style is once again under attack as**

**Norco seems to have forgotten why we exist and through a series of out of context zoning interpretations we risk our neighborhoods becoming an industrial style storage unit capitol.**

**Again, I am asking that all decisions regarding accessory buildings be delayed until this council truly examines the impact of these buildings on our community and acts accordingly.**

**The truth is, I believe this issue was handled six years ago – council seemed to know what a barn looked like then, and that common sense dictated that PAKA’s were not supposed to be part of a driveway into a storage building, but I am told by calling it a storage utility shed, all bets are off?**

**I realize that nothing can be done about the industrial type buildings that are already built, but I am concerned when some say it is too late to stop future ones. Are we just supposed to give up?**

**With regards to this building, if the decision is not postponed, let it be no higher than 14 feet, no more than 864 square feet or at least smaller and no higher than the house and don't just paint it red and call it a barn, I ask that it match the house and surrounding community, I ask that safety concerns are addressed, please put in windows to break up the siding. And, please think of the children who attend our school and their safety.**

**Ultimately, the building is larger than the house and simply too big for the property and while I understand the desire to live and die by lot coverage, I believe that is trumped by our citizen approved charter and 70 years of struggle to preserve a truly wonderful way of life.**

**Thank you for taking the time to listen and I will close with a statement and question. For more than fifty years your predecessors have known that large animal keeping protects large lots and open space and just about every zoning ordinance created**

**for five decades has kept that in mind. Council after council has withstood minorities of angry residents who felt their rights trumped the entire city, they faced recalls, lawsuits, and now social media; these attacks and more took down other rural communities one after another but we fought and we survived.**

**The question is, will we now stand by while some literally and figuratively drive right over hard fought protections that not only preserve animal keeping but preserve what may well be one of the last communities of its kind, a patch of green in the middle of a sea of concrete or will we forget what we have preciousely protected and now provide zoning technicalities to protect gigantic, ugly buildings and become the tin can capitol of California?**

**Thank you for your time and attention to this matter.**



**CITY OF NORCO  
RECAP OF ACTIONS TAKEN  
PLANNING COMMISSION REGULAR MEETING AGENDA**

**Wednesday, September 14, 2016  
City Council Chambers, 2820 Clark Avenue, Norco CA 92860**

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- CALL TO ORDER: 7:00 p.m.**
- ROLL CALL:**  
Robert Leonard, Chair – **Present**  
John Rigler, Vice Chair – **Present**  
Danny Azevedo, Commission Member – **Present**  
Patricia Hedges, Commission Member – **Present**  
Phil Jaffarian, Commission Member – **Present**
- PLEDGE OF ALLEGIANCE: Chair Leonard**
- APPEAL NOTICE: Read by Director King**
1. **PUBLIC COMMENTS: Received and Filed**
  2. **APPROVAL OF MINUTES:**
    - A. Minutes of Regular Meeting of July 13, 2016 and Regular Meeting of August 10, 2016. Recommended Action: Approval (Minutes Clerk): **Action: Approved 5-0 / Minutes of Special Meeting of July 27, 2016, not completed in time for the meeting, it has been continued to the next regular meeting.**
  3. **CONTINUED PUBLIC HEARING:**
    - A. Conditional Use Permit 2015-06 (Duarte): A request for approval to allow a detached accessory building consisting of a 1,250 square-foot storage building at 5060 Pinto Place located within the A-1-20 (Agricultural Low Density) Zone. Recommended Action: Approval (Senior Planner)  
**Action: Denied without prejudice 5-0 with the condition that the applicant re-submit within six months, with a geo-technical and drainage report and with plans that show an open animal keeping area that does not have to be driven over to access the subject building; this action is final unless appealed to City Council within 10 calendar days.**  
**Applicant: Present**
  4. **PUBLIC HEARINGS:**
    - A. Conditional Use Permit 2016-24 (Foley): A request for approval to allow a detached accessory building consisting of a 1,560 square-foot storage building at 2272 Lonestar Drive located within the A-1-20 (Agricultural Low Density) Zone. Recommended Action: Approval (Senior Planner)

**Action: Denied 5-0; this action is final unless appealed to the City Council within 10 calendar days**

**Applicant: Present**

- B. Conditional Use Permit 2016-30 (Sandoval): A request for approval to allow a detached accessory building consisting of a 1,750 square-foot barn at 219 Gulfstream Lane located within the A-1-20 (Agricultural Low Density) Zone. Recommended Action: Approval (Senior Planner)

**Action: Approved 4-1 (Leonard); this action is final unless appealed to the City Council within 10 calendar days**

**Applicant: Present**

- C. Conditional Use Permit 2016-07 (Chavez): A request for approval to allow 11 additional dogs above the four dog limit, at 3800 Pedley Avenue located within the A-1-20 (Agricultural Low Density) Zone. Recommended Action: Approval (Senior Planner)

**Action: Approved 5-0 for four additional dogs above the four dog limit (for a total of eight on the property) as recommended by Animal Control; this action is final unless appealed to the City Council within 10 calendar days**

**Applicant: Present**

- D. Variance 2016-01 (Sahil Investment Group): A request for approval to allow the height of an approved hotel building to exceed 50 feet in height on the southeast corner of Hamner Avenue and Fifth Street in the C-G (Commercial General) Zone. Recommended Action: Approval (Planning Director)

**Action: Continued 5-0 to the meeting of September 28, 2016 to review the engineered drawings.**

**Applicant: applicant's representative was present**

5. BUSINESS ITEMS:

- A. An oral report on the demolition of the interior of the accessory building located at 2348 Valley View Avenue, required under the approval of Site Plan 2015-08.

**Action: the report was received and filed; unanimous motion was made to have staff follow through on the demolition to allow the issuance of the building permit for the approved accessory building.**

6. PLANNING COMMISSION / STAFF COMMUNICATIONS:

- A. Oral Reports from Various Committees: **None**

- B. Request for Items on Future Agenda (within the purview of the Commission):  
**None**

**ADJOURNMENT:** Chair Leonard adjourned the meeting to the Special Meeting on September 28, 2016 at **9:31 p.m.**

# CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Myrna Paakkonen, Human Resources Analyst

DATE: September 21, 2016

SUBJECT: Part-Time Employee Salary Schedules 2017-2022

RECOMMENDATION: Adopt **Resolution No. 2016-58**, updating part-time employee salary schedules to correspond with State of California minimum wage requirements

**SUMMARY:** California minimum wage increases from \$10.00 an hour to \$10.50 an hour effective January 1, 2017. California's minimum wage will reach \$15.00 an hour in the year 2022.

**BACKGROUND/ANALYSIS:** On April 4, 2016, California Governor Jerry Brown signed into law Senate Bill 3, which raises the state's minimum wage each year so that it will reach \$15.00 an hour in 2022. The new law will increase California's minimum wage as follows:

January 1, 2017, the minimum wage will increase to \$10.50 an hour  
January 1, 2018, the minimum wage will increase to \$11.00 an hour  
January 1, 2019, the minimum wage will increase to \$12.00 an hour  
January 1, 2020, the minimum wage will increase to \$13.00 an hour  
January 1, 2021, the minimum wage will increase to \$14.00 an hour  
January 1, 2022, the minimum wage will increase to \$15.00 an hour

Effective January 1, 2017, part-time salaries have been adjusted to reflect the California minimum wage increase. Additionally, part-time salaries will be adjusted every year thereafter to reflect California minimum wage increases unless they are temporarily delayed at any point due to certain economic conditions contained in Senate Bill 3.

**FINANCIAL IMPACT:** The additional costs related to the proposed changes effective January 1, 2017 have been included in the fiscal year 2017 operating budget. Additional years wage increases will also be included in subsequent operating budgets.

**RELATIONSHIP TO STRATEGIC PLAN:** The recommended action will help to ensure City competitiveness in recruit and retention of employees which is one of the action plans under Strategic Direction #2: Engage with the community through excellent customer service, communication, and programs."

Attachment: Resolution No. 2016-58  
Part-Time Salary Schedule

## **RESOLUTION NO. 2016-58**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA UPDATING PART-TIME EMPLOYEE SALARY SCHEDULES TO CORRESPOND WITH STATE OF CALIFORNIA MINIMUM WAGE REQUIREMENTS**

WHEREAS, part-time employees are individuals who customarily work less than 1,000 hours per fiscal year, or an average of 20 hours per week on a regular year-round basis; and

WHEREAS, it is necessary and desirable to employ persons on a part-time basis to provide valuable services to augment the provision of City services; and

WHEREAS, such part-time employees are unrepresented "at-will" individuals that pay no dues to, nor receive benefits from, negotiations by employee associations; and

WHEREAS, the City Council desires to provide guidelines for the compensation to such employees for the rendering of such valuable service; and

WHEREAS, the City Council now desires to adopt the salary schedules for the Part-Time Classifications to comply with State of California Senate Bill 3

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

- a) Part-time salary schedules will be adjusted annually to compliance with State of California minimum wage unless the state temporarily delays at any point the increases due to certain economic conditions contained in Senate Bill 3.
- b) Performance Review System for Part-Time Employees. Part-time employees may receive performance reviews and merit adjustments after completing 1,000 hours of service and thereafter upon completion of each additional period of 1,000 hours of service. Recommended merit adjustments must be based upon written performance evaluations and included in the City's annual budget.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on September 21, 2016.

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Kevin Bash, Mayor  
City of Norco, California

ATTEST:

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Cheryl L. Link, 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 thereof held on September 21, 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 September 21, 2016.

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

**CITY OF NORCO**  
**Salary Schedule for Part-Time Employees**  
**Hourly Rates Effective January 1, 2017**

<b>Range No.</b>	<b>Classification/Job Title</b>		<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
<b>P20</b>	Recreation and Community Services Aide Kennel Aide	Hourly	10.5000	11.0250	11.5763	12.1551	12.7628
<b>P23</b>	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	11.0000	11.5500	12.1275	12.7339	13.3706
<b>P24</b>	Recreation and Community Services Leader II	Hourly	11.5000	12.0750	12.6788	13.3127	13.9783
<b>P27</b>	Recreation and Community Services Leader III Bus Driver	Hourly	12.0000	12.6000	13.2300	13.8915	14.5861
<b>P28</b>	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	12.5000	13.1250	13.7813	14.4703	15.1938
<b>P43</b>	Temporary Part-Time Positions	Hourly	10.50	to	30.00		

**CITY OF NORCO**  
**Salary Schedule for Part-Time Employees**  
**Hourly Rates Effective January 1, 2018**

<b>Range No.</b>	<b>Classification/Job Title</b>		<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
<b>P20</b>	Recreation and Community Services Aide Kennel Aide	Hourly	11.0000	11.5500	12.1275	12.7339	13.3706
<b>P23</b>	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	11.5000	12.0750	12.6788	13.3127	13.9783
<b>P24</b>	Recreation and Community Services Leader II	Hourly	12.0000	12.6000	13.2300	13.8915	14.5861
<b>P27</b>	Recreation and Community Services Leader III Bus Driver	Hourly	12.5000	13.1250	13.7813	14.4703	15.1938
<b>P28</b>	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	13.0000	13.6500	14.3325	15.0491	15.8016
<b>P43</b>	Temporary Part-Time Positions	Hourly	11.00	to	30.00		

City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF NORCO**  
**Salary Schedule for Part-Time Employees**  
**Hourly Rates Effective January 1, 2019**

<b>Range No.</b>	<b>Classification/Job Title</b>		<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
<b>P20</b>	Recreation and Community Services Aide Kennel Aide	Hourly	12.0000	12.6000	13.2300	13.8915	14.5861
<b>P23</b>	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	12.5000	13.1250	13.7813	14.4703	15.1938
<b>P24</b>	Recreation and Community Services Leader II	Hourly	13.0000	13.6500	14.3325	15.0491	15.8016
<b>P27</b>	Recreation and Community Services Leader III Bus Driver	Hourly	13.5000	14.1750	14.8838	15.6279	16.4093
<b>P28</b>	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	14.0000	14.7000	15.4350	16.2068	17.0171
<b>P43</b>	Temporary Part-Time Positions	Hourly	12.00	to	30.00		

**CITY OF NORCO**  
**Salary Schedule for Part-Time Employees**  
**Hourly Rates Effective January 1, 2020**

<b>Range No.</b>	<b>Classification/Job Title</b>		<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
<b>P20</b>	Recreation and Community Services Aide Kennel Aide	Hourly	13.0000	13.6500	14.3325	15.0491	15.8016
<b>P23</b>	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	13.5000	14.1750	14.8838	15.6279	16.4093
<b>P24</b>	Recreation and Community Services Leader II	Hourly	14.0000	14.7000	15.4350	16.2068	17.0171
<b>P27</b>	Recreation and Community Services Leader III Bus Driver	Hourly	14.5000	15.2250	15.9863	16.7856	17.6248
<b>P28</b>	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	15.0000	15.7500	16.5375	17.3644	18.2326
<b>P43</b>	Temporary Part-Time Positions	Hourly	13.00	to	30.00		

City Manager: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF NORCO**  
**Salary Schedule for Part-Time Employees**  
**Hourly Rates Effective January 1, 2021**

<b>Range No.</b>	<b>Classification/Job Title</b>		<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
P20	Recreation and Community Services Aide Kennel Aide	Hourly	14.0000	14.7000	15.4350	16.2068	17.0171
P23	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	14.5000	15.2250	15.9863	16.7856	17.6248
P24	Recreation and Community Services Leader II	Hourly	15.0000	15.7500	16.5375	17.3644	18.2326
P27	Recreation and Community Services Leader III Bus Driver	Hourly	15.5000	16.2750	17.0888	17.9432	18.8403
P28	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	16.0000	16.8000	17.6400	18.5220	19.4481
P43	Temporary Part-Time Positions	Hourly	14.00	to	30.00		

**CITY OF NORCO**  
**Salary Schedule for Part-Time Employees**  
**Hourly Rates Effective January 1, 2022**

<b>Range No.</b>	<b>Classification/Job Title</b>		<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>
P20	Recreation and Community Services Aide Kennel Aide	Hourly	15.0000	15.7500	16.5375	17.3644	18.2326
P23	Recreation and Community Services Leader I Kennel Assistant Driver/General Labor Assistant Attendant (Nellie Weaver Hall/Community Center)	Hourly	15.5000	16.2750	17.0888	17.9432	18.8403
P24	Recreation and Community Services Leader II	Hourly	16.0000	16.8000	17.6400	18.5220	19.4481
P27	Recreation and Community Services Leader III Bus Driver	Hourly	16.5000	17.3250	18.1913	19.1008	20.0559
P28	Recreation & Community Services Specialist Animal Care Technician Customer Service/Clerical Assistant	Hourly	17.0000	17.8500	18.7425	19.6796	20.6636
P43	Temporary Part-Time Positions	Hourly	15.00	to	30.00		

City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

## CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Roger Grody, Economic Development Consultant

DATE: September 21, 2016

SUBJECT: Certified Farmers Market Recommendation from the Economic Development Advisory Council

RECOMMENDATION: Approve the recommendation of the Economic Development Advisory Council (EDAC) to establish a Certified Farmers Market, and direct staff to release a Request for Proposals (RFP) to qualified professional managers.

**SUMMARY:** The EDAC has been deliberating the establishment of a farmers market in the community. After extensive research, EDAC Members believe a Certified Farmers Market would be a valuable amenity for both residents and visitors. Such markets not only encourage healthy living but also tend to foster a greater sense of community while supporting California's small family farmers. At its meeting of June 28, 2016, EDAC voted to recommend to the City Council that a Certified Farmers Market be established in Norco.

**BACKGROUND/ANALYSIS:** California is home to some of the finest produce in the world, and while much of it is grown on massive corporate farms, some continues to be produced by dedicated family farmers. Within 50 miles of Norco are scores of small farms whose owners are not only producing great food but are responsible stewards of the land and significant contributors to local economies. Unlike the mass-produced fruits and vegetables sold in supermarkets (much of which is grown overseas), the seasonal produce from local family farms fosters a healthy lifestyle, reinforces a connection to California's agricultural heritage and encourages better cooking. Consuming local products is also more environmentally responsible than buying produce that has been transported halfway around the world. This proposal is consistent with the City's recently adopted Strategic Plan and the Western Riverside Council of Governments (WRCOG)'s Healthy Cities Concept, supported by a City Council resolution in September 2014.

EDAC Members and staff have contacted municipalities throughout Southern California and have interviewed various professional market managers. Gretchen Sterling, a manager with more than 30 years of experience, was a guest speaker at an EDAC meeting and Members, led by Vice Chair Scott da Rosa, have reached out to other

**Agenda Item: 2.E.**

professional managers and city administrators. Based on the extensive research conducted, EDAC arrived at the following conclusions:

- The market should be a Certified Farmers Market sanctioned by the California Department of Food & Agriculture, a specific designation that ensures a standard of quality.
- The market should be sponsored by the City but operated by an experienced professional manager with extensive relationships with farmers and vendors. It is the judgment of EDAC and staff that professional management is critical to making this project a success.
- Based on Norco's size, approximately 15 farmers should be represented, complemented by several artisanal food vendors selling items such as locally produced cheeses, honey or olive oil.
- Norco household-produced items (e.g. fruit, eggs) are eligible for sale if the grower/producer obtains the proper licensing from the California Department of Food & Agriculture.
- Limited tables/booths can be available to properly vetted nonprofit organizations and a limited number of event-appropriate musical performers may be permitted.
- It is recommended that no alcohol be served onsite, with the exception of occasional tastings of wines produced within a 50-mile radius.
- Based on the experience of professional managers, the Farmers Market should not be combined with another event, but rather stand on its own merit.
- The professional manager should be selected through a Request for Proposals (RFP) process, coordinated by Economic Development staff.

**FISCAL IMPACT:** There is no impact at this time.

**RELATION TO STRATEGIC PLAN:** Community Outreach/Economic Development

# CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Chad Blais, Director of Public Works 

DATE: September 21, 2016

SUBJECT: Amendment No. 8 to the Joint Exercise of Power Agreement Creating the Western Riverside County Regional Wastewater Authority (WRCRWA)

RECOMMENDATION: Approve Amendment No. 8 to the Joint Exercise of Power Agreement Creating the Western Riverside County Regional Wastewater Authority (Designation of Directors), subject to non-substantive changes and approval by all WRCRWA member agencies.

**SUMMARY:** The City of Norco is a member of WRCRWA, which jointly exercises powers to own, operate, convey, treat and maintain wastewater treatment facilities, commonly referred to as the Western Riverside County Regional Wastewater Authority. At its August 25, 2016 Board meeting, the WRCRWA Board of Directors approved Amendment No. 8 to the Joint Exercise of Power Agreement Creating the WRCRWA modifying Section 5-A Designation of Directors. The governing bodies of each of the member agencies are now recommended to approve Amendment No. 8 in order for it to become effective.

**BACKGROUND/ANALYSIS:** The City of Norco is a member of WRCRWA, which jointly exercises powers to own, operate, convey, treat and maintain wastewater treatment facilities, commonly referred to as the Western Riverside County Regional Wastewater Authority. The treatment facility was constructed to operate as a regional wastewater conveyance, treatment and disposal system to serve its member agencies: Home Gardens, Jurupa Community Services District (Jurupa), Western Municipal Water District (WMWD), the City of Corona, and the City of Norco.

The original WRCRWA Joint Exercise Powers of Agreement (JPA Agreement) dated April 23, 1992 described the Board of Directors as 10 primary Directors, 5 of whom were to be elected officials of each member agency. The agreement included the appointment of 10 Alternate Directors to be present at meetings if the primary Directors were unable to attend.

Specifically, the first paragraph of Section 5-A of the JPA Agreement requires each Member Agency to appoint two Primary Directors and two Alternate Directors, and at a minimum one Director and an Alternate are recommended to be elected officials from each Member Agency's governing body.

Historically, the WRCRWA Board of Directors has operated with 5 primary Directors present. Whether there are five Directors present or a mix of 10 Directors and Alternates present, there is only one vote per member agency, pursuant to Section 5-F of the JPA Agreement, as revised by Addendum No. 2. ("Except as otherwise provided herein, all actions of the Authority shall be approved on a vote of at least three of the Member Agencies.")

Addendum No. 8 revises the first paragraph of Section 5-A of the JPA Agreement to provide that each member agency shall appoint one primary Director and one or more Alternate Directors, and that each Director and each Alternate Director may or may not be an elected official from the Member Agency's governing board as determined by each Member Agency, via Resolution, which is consistent with past and present practice.

As a member agency to the WRCRWA JPA, staff is recommending City Council approve Addendum No. 8 and approve updated appointments as follows: Director – Greg Newton (Mayor Pro Tem); Alternate Directors – Ted Hoffman (Councilman) and Chad Blais (Director of Public Works).

FINANCIAL IMPACT: N/A

Attachment: Addendum No. 8 to the JPA Agreement

**ADDENDUM NO. 8  
TO THE JOINT EXERCISE OF POWER AGREEMENT  
CREATING THE  
WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY  
(DESIGNATION OF DIRECTORS)**

**THIS ADDENDUM NO. 8** is made and entered into by and between The CITY OF CORONA, A municipal corporation, HOME GARDENS SANITARY DISTRICT, a sanitary district, JURUPA COMMUNITY SERVICES DISTRICT, a community services district, the CITY OF NORCO, a municipal corporation, and WESTERN MUNICIPAL WATER DISTRICT OF RIVERSIDE COUNTY, a municipal water district (sometimes hereinafter collectively referred to as the "PARTIES"), and is effective upon adoption by all of the PARTIES.

**RECITALS**

A. Each of the PARTIES to this Addendum No. 8 is a party to that certain "Joint Exercise of Powers Agreement Creating the Western Riverside County Regional Wastewater Authority" dated April 23, 1992, as amended (hereinafter "the AGREEMENT");

B. The first paragraph of Section 5-A of the AGREEMENT states that each member agency shall appoint two "primary" directors to the WRCRWA Board of Directors and shall appoint one alternate director for each "primary" director. The first paragraph of Section 5-A also provides that at least one director and one alternate shall be elected members of the governing board of the member agency, thereby requiring two primary directors and two alternate directors for each Member Agency, of which at least one primary and its alternate are supposed to be elected officials from each Member Agency's governing Board.

C. The PARTIES hereby desire to amend the first paragraph of Section 5-A of the AGREEMENT to provide that each Member Agency shall appoint one primary director and one or more alternate directors and that each primary director and each alternate may or may not be an elected official from the Member Agency's governing board as determined by each Member Agency.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, the PARTIES to this Addendum No. 8 agree as follows:

1. The first paragraph of Section 5-A of the AGREEMENT is hereby superseded and amended as follows:

"A. The governing body of the AUTHORITY shall be known as the "Board of Directors" and shall consist of five individuals, one appointed by each PARTY, who shall be the primary Directors. Each PARTY shall also appoint one or more alternate Directors who will assume all rights and duties of the primary Director when the primary Director is unable to attend meetings of the Board of Directors or otherwise perform the rights and duties of a primary Director. Each primary Director and each alternate Director may or may not be an elected member of the governing board of the appointing PARTY as each PARTY so determines. Each PARTY's appointment of a primary Director and one or more alternate Directors shall be made by a resolution of its governing body."

2. The remaining paragraphs of Section 5-A of the AGREEMENT shall remain in full force and effect.

3. This Addendum No. 8 may be executed in counterparts, and shall become effective when the governing bodies of the AUTHORITY's five (5) member agencies have authorized the execution of, and subsequently executed, this Addendum.

IN WITNESS WHEREOF, the PARTIES hereto have executed this Addendum No. 8 on the day and year hereinafter indicated.

CITY OF CORONA

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Its City Manager

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Its City Clerk, Chief deputy

HOME GARDENS SANITARY DISTRICT

Dated: \_\_\_\_\_

By \_\_\_\_\_  
President

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Secretary

JURUPA COMMUNITY SERVICES DISTRICT

Dated: \_\_\_\_\_

By \_\_\_\_\_  
President

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Secretary

CITY OF NORCO

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

By \_\_\_\_\_  
City Clerk

WESTERN MUNICIPAL WATER DISTRICT OF RIVERSIDE COUNTY

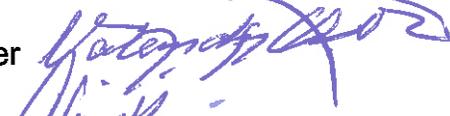
Dated: \_\_\_\_\_

By \_\_\_\_\_  
President

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Secretary

**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: September 21, 2016  
SUBJECT: **Ordinance No. 1007, Second Reading.**  
RECOMMENDATION: Adopt **Ordinance No. 1007** for second reading.

SUMMARY: The first reading of Ordinance No. 1007 held on September 7, 2016 and unanimously adopted by the City Council. Ordinance No. 1007 revises the City's existing Chapter 14.04.720 (Water Conservation Program) of the Norco Municipal Code to comply with the State Water Resources Control Board's newly adopted requirements for all water suppliers.

Attachment: Ordinance No. 1007

## **ORDINANCE NO. 1007**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA ADOPTING MODIFICATIONS TO THE WATER CONSERVATION PROGRAM, AND AMENDING SECTION 14.04.720. CODE CHANGE 2016-04.**

WHEREAS, the City of Norco ("City") owns and operates a public water system, serves more than 3,000 customers, is considered an "urban water supplier" as defined in Water Code section 10617, and is subject to the Urban Water Management Planning Act; and

WHEREAS, California is currently in the fifth year of a significant drought resulting in severe impacts to California's water supplies and its ability to meet all of the demands for water in the state; and

WHEREAS, Governor Edmund G. Brown, Jr. declared a state of emergency on January 17, 2014, and due to continuing dry conditions, a continued state of emergency was declared on April 1, 2015; and

WHEREAS, Water Code section 1058.5 grants the State Water Resources Control Board ("SWRCB") the authority to adopt emergency regulations in years when the Governor has declared an emergency based upon water shortage conditions; and

WHEREAS, on July 15, 2014 and May 5, 2015, the SWRCB formally adopted emergency rulemaking to enact emergency regulations for urban water suppliers; and

WHEREAS, the emergency regulations adopted by the SWRCB prohibit certain types of potable water use, order all urban water suppliers to implement mandatory conservation measures, and order water suppliers with 3,000 or more service connections to provide monthly data on water production; and

WHEREAS, On May 9, 2016, Governor Brown issued an executive order that directs the SWRCB to adjust and extend the emergency water conservation regulations through the end of January 2017 in recognition of differing water supply conditions for many communities; and

WHEREAS, on May 18, 2016, the SWRCB formally adopted additional emergency regulations to permanently prohibit certain water wasting activities; and

WHEREAS, the Public Works Department is seeking City Council approval to adopt required modifications to the City's Water Conservation Program Ordinance in order to be in compliance with current SWRCB guidelines.

NOW THEREFORE, IT IS HEREBY ORDAINED by the City of Norco that the Municipal Code be amended, effective immediately, as follows:

**Section 14.04.700 Declaration of Necessity and Intent.**

The City of Norco water supplies are required to be put to their maximum beneficial use. Water conservation is required even in the best of times, and wasteful or unreasonable uses must be prevented. Water conservation must be practiced so that adequate and reliable water supplies are available to serve customers of the City. The provisions of Section 14.04.700 shall supercede any inconsistent provisions of the Municipal Code.

Established the following five (5) Water Shortage Response Levels to be implemented in response to worsening water shortage conditions or decreasing water supplies:

Level 1 – Water Shortage Watch. Use restrictions are based on Ordinance 397, Water Conservation, Chapter XXI, Section 14.04.650 of the Norco Municipal Code.

Level 2 – Water Shortage Caution. Use restrictions are mandatory with a conservation target of up to 20%.

Level 3 – Water Shortage Alert. Use restrictions are mandatory with a conservation target of up to 30%.

Level 4 – Water Shortage Critical. Use restrictions are mandatory with a conservation target of up to 40%.

Level 5 – Water Shortage Emergency. Use restrictions are mandatory with a conservation target of more than 50%.

During Water Shortage Response Levels 2 – 5, violations of the water use restrictions cited in this Water Conservation Program and Water Allocation Targets listed in Water Shortage Levels 4-5 set forth in Section 14.04.770.

**Section 14.04.710 Application of Regulation.**

These regulations shall apply to all customers, water users, and premises served by the City of Norco, wherever situated, and shall also apply to all premises and facilities owned, maintained, operated, administered, or under the jurisdiction of the City.

**14.04.720 Water Conservation and Unreasonable Uses of Water.**

- a. It shall be unlawful at any time for any Person to make, cause, or use or permit the use of water from the City for residential, commercial, industrial, institutional, agricultural, irrigation, governmental, or any other purpose in a manner contrary

to any mandatory provision of this resolution, or in an amount in excess of that use permitted by the Water Shortage Response Levels which are in effect pursuant to this resolution or by action taken by the City Council in accordance with this resolution. The water conservation and supply shortage response measures set forth in this section shall be in effect at all times and subject to the penalties herein.

- b. To prevent the waste and unreasonable use of water and to promote water conservation, each of the following actions is prohibited, except where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency:
1. The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;
  2. The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;
  3. The application of potable water to driveways and sidewalks;
  4. The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system;
  5. Watering lawns and/or groundcovers and irrigating landscaping between the hours of 8:00 a.m. and 8:00 p.m.
  6. The application of potable water to outdoor landscapes during and within 48 hours after measurable rainfall;
  7. The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased;
  8. The irrigation with potable water of ornamental turf on public street medians; and
  9. The irrigation with potable water of landscapes outside of newly constructed homes and buildings in a manner inconsistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development.

- c. To promote water conservation, operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.
- d. Immediately upon this subdivision taking effect, all commercial, industrial and institutional properties that use a water supply, any portion of which is from a source other than a water supplier subject to section 864.5 or 865 of this article, shall either:

  - 1. Limit outdoor irrigation of ornamental landscapes or turf with potable water to no more than two days per week; or
  - 2. Target potable water use reductions commensurate with those required of the nearest urban water supplier under section 864.5 or, if applicable, section 865. Where this option is chosen, these properties shall implement the reductions on or before July 1, 2016.
- e. The taking of any action prohibited in subdivision (b) or (f), or the failure to take any action required in subdivision (c) or (d), is an infraction punishable by a fine of up to five hundred dollars (\$500) for each day in which the violation occurs. The fine for the infraction is in addition to, and does not supersede or limit, any other remedies, civil or criminal.
- f.(1) To prevent the waste and unreasonable use of water and to promote water conservation, any homeowners' association or community service organization or similar entity is prohibited from:

  - a. Taking or threatening to take any action to enforce any provision of the governing documents or architectural or landscaping guidelines or policies of a common interest development where that provision is void or unenforceable under section 4735, subdivision (a) of the Civil Code; or
  - b. Imposing or threatening to impose a fine, assessment, or other monetary penalty against any owner of a separate interest for reducing or eliminating the watering of vegetation or lawns during a declared drought emergency, as described in section 4735, subdivision (c) of the Civil Code.
- f.(2) As used in this subdivision:

  - a. "Architectural or landscaping guidelines or policies" includes any formal or informal rules other than the governing documents of a common interest development.

- b. "Homeowners' association" means an "association" as defined in section 4080 of the Civil Code.
  - c. "Common interest development" has the same meaning as in section 4100 of the Civil Code.
  - d. "Community service organization or similar entity" has the same meaning as in section 4110 of the Civil Code.
  - e. "Governing documents" has the same meaning as in section 4150 of the Civil Code.
  - f. "Separate interest" has the same meaning as in section 4185 of the Civil Code.
- f.(3) If a disciplinary proceeding or other proceeding to enforce a rule in violation of subdivision f.(1) is initiated, each day the proceeding remains pending shall constitute a separate violation of this regulation.
- g. A Water Shortage Response Level shall be determined by the City Council in accordance with the provisions of the Water Conservation Program. A Water Shortage Response Level shall remain in full force and effect until otherwise determined or discontinued by resolution of the City Council.
  - h. The City may declare a Water Shortage Emergency (Level 5) during any Water Shortage Response Level.
  - i. During Water Shortage Response Levels Two (2) through Five (5), the water conservation and supply shortage response measures are mandatory, and violations are subject to administrative, civil, and criminal, penalties and remedies as specified in this resolution and by State law.

**14.04.730 Water Shortage Response Level 1 – Water Shortage Watch Condition.**

- a. A Water Shortage Response Level 1 condition is also referred to as a "Water Shortage Watch" condition. A Level 1 condition applies when the City Council requests all water users to voluntarily reduce their water use up to ten (10) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 1 by the adoption of a resolution, and the City Manager or designee shall implement the Level 1 conservation practices,

- b. During a Level 1 Water Shortage Watch condition, the City shall increase its public education and outreach efforts to enhance awareness of the need to implement the following water conservation practices:
1. Do not use water to wash down sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas, except to alleviate immediate safety or sanitation hazards.
  2. Adjust sprinklers and irrigation systems to avoid overspray, runoff, and waste. Customers should also avoid watering on windy days.
  3. Irrigate all landscapes before dawn, if possible, but never between 8:00 a.m. and 8:00 p.m. Use a hand-held hose equipped with a positive shut-off nozzle or bucket to water landscaped areas that are not irrigated by a landscape irrigation system.
  4. Agricultural users are requested to reduce water usage and to consult with the local Resource Conservation District as needed or industry associations in their area for appropriate water conservation measures and to implement them as soon as possible.
  5. Residents are urged to design and install water-wise landscaping utilizing native and other drought-tolerant plant materials and minimize turf areas for permanent water conservation.
  6. Developers of commercial properties are urged to design and install water-wise landscaping utilizing native and other drought-tolerant plant materials and minimize turf areas for permanent water conservation, as required by City landscape ordinances.
  7. Install water-saving devices in indoor plumbing.
  8. Check faucets, toilets, and pipes, both indoors and outdoors, for leaks and repair them immediately.
  9. Use re-circulated water to operate decorative fountains, ponds, lakes or other similar aesthetic structures.
  10. Wash motor vehicles, trailers, boats, and all other mobile equipment using a bucket or a hand-held hose with a positive shut-off nozzle, mobile high-pressure/low-volume wash system, or at a commercial site that re-circulates (reclaims) water onsite. Avoid washing during hot conditions when additional water is required due to evaporation.

11. Restaurants or other public places where food is served shall not serve drinking water to any customer unless requested by a customer.
12. Irrigation is prohibited during and for 48 hours after any measurable rainfall.
13. Operators of hotels and motels must provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.

**14.04.740 Water Shortage Response Level 2 – Water Shortage Caution Condition.**

- a. A Water Shortage Response Level 2 condition is also referred to as a “Water Shortage Caution” condition. A Level 2 condition applies when the City Council mandates all water users to reduce their water use more than ten (10) percent and up to twenty (20) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 2 by the adoption of a resolution, and the City Manager or his/her designee shall implement the Level 2 conservation practices.
- b. All persons using water provided from the City shall comply with Level 1 “Water Shortage Watch” water conservation practices during a Level 2 water shortage and shall also comply with the following additional conservation measures:
  1. Whether irrigated with potable or non-potable water, limit all ornamental and turf irrigation to four (4) days per week for no more than ten (10) minutes per station per day. This provision does not apply to functional turf areas such as athletic fields at schools and parks.
  2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation systems, stream rotor sprinklers, and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to thirty (30) minutes per station on the days authorized for landscape irrigation.
  3. Verification and repair of all leaks shall occur within seventy-two (72) hours of notification by the City unless other arrangements are approved by the City Manager or designee.

**14.04.750 Water Shortage Response Level 3 – Water Shortage Alert Condition.**

- a. A Water Shortage Response Level 3 condition is also referred to as a “Water Shortage Alert” condition. A Level 3 condition applies when the City Council mandates all water users to reduce their water use more than twenty (20) percent and up to thirty (30) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 3 by the adoption of a resolution, and the City Manager or designee shall implement the Level 3 conservation practices.
- b. All persons using water provided from the City shall comply with Level 1 “Water Shortage Watch” and Level 2 “Water Shortage Caution” conservation practices during a Level 3 “Water Shortage Alert” condition and shall also comply with the following additional mandatory conservation measures:
  1. Whether irrigated with potable or non-potable water, limit all ornamental and turf irrigation to three (3) days per week for no more than ten (10) minutes per station per day.
  2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation systems, stream rotor sprinklers, and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to twenty (20) minutes per station on the days authorized for landscape irrigation.
  3. The following irrigation schedule will be implemented and enforced: odd addresses (the last digit is an odd number) may irrigate on Monday, Wednesday and Friday. Even addresses (the last digit is an even number) may irrigate on Tuesday, Thursday and Saturday. There will be no authorized landscape irrigation on Sunday.
  4. An alternative three (3)-day schedule may be requested for irrigation of functional turf areas at schools and parks.
  5. Vehicles may only be washed at commercial carwashes that recirculate water or by high-pressure/low-volume wash devices.
  6. Potable water may not be used for construction purposes. Non-potable and/or recycled water must be utilized.
  7. Verification and repair of all leaks shall occur within forty-eight (48) hours of notification by the City.

**14.04.760 Water Shortage Response Level 4 – Water Shortage Critical Condition.**

- a. A Water Shortage Response Level 4 condition is also referred to as a “Water Shortage Critical” condition. A Level 4 condition applies when the City Council mandates all water users reduce their water use more than thirty (30) percent and up to forty (40) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare the existence of a Water Shortage Response Level 4 by the adoption of a resolution, and the City Manager or designee shall implement the Level 4 conservation practices identified in this ordinance.
- b. All persons using water provided by the City shall comply with Level 1 “Water Shortage Watch,” Level 2 “Water Shortage Caution,” and Level 3 “Water Shortage Alert” conservation practices during a Level 4 “Water Shortage Critical” condition and shall also comply with the following additional mandatory conservation measures:
  1. Whether irrigated with potable or non-potable water, limit all irrigation to two (2) days per week for no more than ten (10) minutes per station per day. Exemptions include:
    - a. Maintenance of existing landscaping necessary for fire protection as specified by the Fire Marshal of the local fire protection agency having jurisdiction over the property to be irrigated. If fire protection landscaping is not sustainable by irrigation two (2) days per week, irrigation may be increased to not more than three (3) days per week;
    - b. Maintenance of existing landscaping for erosion control may be irrigated up to three (3) days per week;
    - c. Watering of livestock and other animals;
    - d. Public works projects that support public health and safety; and
    - e. Actively irrigated environmental mitigation projects
  2. Ornamental landscape or turf that utilizes properly operating water-efficient devices which include, but are not limited to, drip/micro irrigation systems, stream rotor sprinklers and are operated by a functional irrigation controller, may upon verification by the City or its representative, be irrigated for up to ten (10) minutes per station on the days authorized for landscape irrigation.

3. The following irrigation schedule will be implemented and enforced: odd addresses (the last digit is an odd number) may irrigate on Monday and Thursday. Even addresses (the last digit is an even number) may irrigate on Tuesday and Friday. There will be no authorized landscape irrigation on Wednesday, Saturday, and Sunday.
- c. Upon the declaration of a Water Shortage Response Level 4 Water Shortage Critical condition, no new temporary construction meters shall be provided, no statements of immediate ability to serve or provide potable water service such as letters ("Will Serve") of water availability shall be issued. No new potable water services or meters shall be provided, except under the following circumstances:
    1. A valid, unexpired building permit has been issued for a portion of a project for which construction is in progress.
    2. The project is necessary to protect the public's health, safety, and welfare as determined by the City Council; or
    3. The applicant provides substantial evidence to the satisfaction of the City of an enforceable commitment that water demands for the project will be offset by one hundred twenty-five (125%) percent prior to the provision of a new water meter(s). This provision shall not be construed to preclude the resetting or turn-on of meters to provide continuation of water service or to restore service that has been interrupted for a period of one year or less.
  - d. Upon the declaration of a Water Shortage Response Level 4 condition, the City will suspend consideration of annexations to its service area, unless the annexation increases the water supply available to the City by more than the anticipated demands of the property to be annexed
  - e. To increase conservation, the City may establish a water allocation for property served. The following method will be utilized which accounts for general public health and safety.
    1. Residential and Multi-family Customers
      - a. The City Council will determine the Water Allocation Target percentage for residential accounts in the resolution adopting a Level 4 "Water Shortage Response."
      - b. This calculation will not apply to any residential account that uses less than ten (10) units in the billing period to ensure water is provided for public health and safety. A residential Water Allocation Target will be calculated for each

account by comparing the current billing period usage to the same period in the previous year.

- c. If the residential account uses more water than the Water Allocation Target amount, a penalty will be applied as noted in Article 9.

## 2. Commercial Customers

- a. The City Council will determine the Water Allocation Target percentage for Commercial accounts in the resolution adopting a Level 4 "Water Shortage Response."
- b. A Commercial Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- c. If the Commercial account uses more water than the Water Allocation Target amount, said commercial account shall be subject to the penalties set forth herein.
- d. Dedicated irrigation accounts must reduce their usage by a minimum of fifty percent (50%). The amount may be adjusted by a resolution of the Board of Directors as deemed necessary to meet water supply demands.
- e. An application may be made to the City Council for a variance from the Water Allocation Target.

### **14.04.770 Water Shortage Response Level 5 – Water Shortage Emergency Condition.**

- a. A Water Shortage Response Level 5 condition is also referred to as a "Water Shortage Emergency" condition. A Level 5 condition applies when the City Council declares a water shortage emergency pursuant to California Water Code section 350, et seq. or due to other increasing reductions in the City's water supplies resulting in a shortage of more than forty (40) percent. Customers are required to reduce their water consumption more than forty (40) percent to ensure that sufficient supplies will be available to meet anticipated demands. The City Council shall declare a Water Shortage Emergency in the manner and on the grounds provided in California Water Code section 350, et seq. The City Council shall declare the existence of a Water Shortage Response Level 5 by the adoption of a resolution, and the City Manager or designee shall implement the Level 5 conservation practices.
- b. All persons using water provided from the City shall comply with conservation measures required during Level 1 "Water Shortage Watch," Level 2 "Water

Shortage Caution," Level 3 "Water Shortage Alert," and Level 4 "Water Shortage Critical" conditions and shall also comply with the following additional mandatory conservation measures:

- c. To increase conservation, the City may establish a water allocation for the property served. The following method will be utilized which accounts for general public health and safety.

1. Residential and Multi-family Customers

- a. The City Council will determine the Water Allocation Target percentage for residential accounts in the resolution adopting a Level 5 "Water Shortage Response."
- b. This calculation will not apply to any residential accounts that use less than ten (10) units in the billing period to ensure water is provided for public health and safety.
- c. A residential Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- d. If the residential account uses more water than the Water Allocation Target amount, said residential accounts shall be subject to the penalties set forth herein.

2. Commercial Customers

- a. The City Council will determine the Water Allocation Target percentage for Commercial accounts in the resolution adopting a Level 5 "Water Shortage Response."
- b. A Commercial Water Allocation Target will be calculated for each account by comparing the current billing period usage to the same period in the previous year.
- c. If the Commercial account uses more water than the Water Allocation Target amount, said commercial account shall be subject to the penalties set forth herein.
- d. Dedicated irrigation accounts must reduce their usage by fifty percent (50%). The amount may be adjusted by a resolution of the City Council as deemed necessary to meet water supply demands.

- e. An application may be made to the City Council for a variance from the Water Allocation Target.

**14.04.780 Procedures for Determination and Notification of Water Shortage Response Level.**

- a. City Manager shall monitor water shortage conditions and regulations, as well as evaluate the supply and demand for water by its customers, and shall recommend the Water Shortage Response Level to be declared by the members of the City Council by Resolution.
- b. Upon declaration by the City Council of the existence of a Water Shortage Response Level 1 "Watch" condition the City shall post notice of the condition on its website.
- c. Upon declaration by the City Council of the existence of Water Shortage Response Level 2 "Water Shortage Caution," Level 3 "Water Shortage Alert," Level 4 "Water Shortage Critical", or Level 5 "Water Shortage Emergency", the mandatory conservation measures applicable to Water Shortage Response Levels 2, 3, 4, or 5 conditions shall take effect on the tenth (10) day after the date the response level is declared or as required by State law. If the City establishes a water allocation in response to a Water Shortage Response Level 2, 3, 4, or 5 condition, it shall provide notice of the allocation by including it in the regular billing statement for the fee or charge or by any other mailing to the address to which the City customarily mails the billing statement for fees or charges for ongoing water service. The City shall also post notice on the City's website. Water allocation shall be effective on the fifth (5) day following the date of mailing or at such later date as specified in the notice.
- d. The City Council may declare an end to a Water Shortage Response Level by the adoption of a Resolution at any regular or special meeting.

**14.04.790 Violations and Penalties.**

- a. Any person, who uses, causes to be used, or permits the use of water in violation of Sections 14.04.700 through 14.04.760 is guilty of an offense punishable as provided herein.
- b. The City will make a reasonable effort to assist customers with compliance. Reasonable efforts include, but are not limited to, personal contact, door hanger, letter, email and via telephone whenever possible to notify customers of any violation.
- c. Each day that a violation of this ordinance occurs is a separate offense.

- d. Civil penalties shall be imposed for each violation including both water use restrictions specifically cited in this Program in Water Shortage Levels 2-5 and Water Allocation Target violations as listed in Water Shortage Levels 4-5 as follows:
1. Twenty five dollars (\$25.00) for a first violation. Water usage between 1-20 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a first violation.
  2. Fifty dollars (\$50.00) for a second violation of any provision of this resolution within one year of the date of the first violation. Water usage between 21-50 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a second violation.
  3. One hundred dollars (\$100.00) for a third violation of this resolution within one year of the date of the first violation. Water usage between 51-100 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a third violation.
  4. Two hundred dollars (\$200.00) for a fourth violation of this resolution within one year of the first violation. Water usage between 101-300 units in excess of the Water Allocation Target during a single billing cycle shall also constitute a fourth violation.
  5. Five hundred dollars (\$500.00) for a fifth violation of this resolution within one year of the first violation. Water usage over 300 units in excess of the Water Allocation Target during a single billing cycle shall also constitute an additional violation, in excess of four.
  6. When a civil penalty is to be imposed, the customer will be given written notice of the penalty to be imposed. Within seven (7) days after delivery of such notice, the customer may submit a written request to the City requesting a hearing by the City Manager or designee and an opportunity to present evidence that a violation has not occurred. Within seven (7) business days after the hearing, the City Manager or designee shall render a decision in writing to the customer that requested the hearing. Upon receipt of the written decision, the customer shall have seven (7) days to appeal the decision to the City Council. The City Council shall then schedule the matter for consideration at a regular or special meeting of the City Council and render its decision, which shall be a final decision.
- e. Violation is further subject to enforcement through the installation of a flow-restricting device at the meter.

- f. In addition to the above civil penalties, each violation of this code is subject to Chapter 1.04 of the Municipal code.
- g. Willful violations of the mandatory conservation measures and water-use restrictions applicable during a Level 5 Water Shortage Emergency condition may be enforced by discontinuing service to the property at which the violation occurs.

PASSED AND ADOPTED by the City Council at a regular meeting held on September 21, 2016.

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Kevin Bash, Mayor  
City of Norco, California

ATTEST:

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

I, CHERYL LINK, City Clerk of the City of Norco, California, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Norco, California, duly held on September 7, 2016 and thereafter at a regular meeting of said City Council duly held on September 21, 2016, it was duly passed and adopted 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 September 21, 2016.

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

## CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Chad Blais, Director Public Works 

DATE: September 21, 2016

SUBJECT: Discussion Regarding Removal of Dead/Dying Trees by Southern California Edison (SCE)

RECOMMENDATION: Authorize staff to finalize multi-year schedule for the removal of dead or dying trees by SCE

**SUMMARY:** City staff, along with Mayor Kevin Bash, has been in discussions with Southern California Edison over the past three years regarding the pruning methods utilized by SCE which has negatively impacted the health and aesthetics of City trees. Part of the discussion with SCE is City's request that Edison provide assistance by funding and/or undertaking the task of removing and replacing dead or dying trees caused by their pruning methods. Edison has agreed to remove trees that have been impacted by their operations but they are not willing to undertake the task of replacing these trees because they no longer offer replacement program. Staff is recommending approval of SCE's five year plan to remove dead or dying trees within the right-of-way.

**BACKGROUND ANALYSIS:** The City utilizes contract tree trimming and tree maintenance services to perform emergency trimming and removal and to provide on-call services. West Coast Arborist (WCA) has been the contract maintenance service provider for the City for the last 10 years. However, the effects of the budget cuts of the last ten years have altered the City's ability to maintain a healthy Urban Forest and provide adequate maintenance and safety levels to the City tree system affecting the integrity of the community tree canopy. This, along with the under wire utility pruning methods of SCE, has resulted in many trees that are in stress and in need of removal and maintenance.

The majority of the over 10,000 trees in inventory are situated along residential and equestrian trails, parks and parkways. Maintaining a community tree canopy is a key component in preserving safety, aesthetics, addressing liability and in promoting a beautiful community with tree line trails and parkways adding to the quality of life for residents and visitors to Horsetown USA. WCA has identified an inventory of over 600 trees that have been classified as either dead or dying and recommended for their immediate removal. The cost to remove all 600 trees is estimated to be between \$500,000 and \$600,000.

Staff has reviewed this inventory and determined over 300 of these dead or dying trees are directly associated with past pruning activities by SCE in the right-of-way. Over the past few months Staff has engaged SCE in discussions regarding providing assistance to remove

the dead or dying trees that have been impacted by SCE pruning activities. SCE has completed a field review of the tree list provided by the City and determined that SCE is willing to remove 231 trees (estimated value is \$200,000). SCE's proposal is to remove 50 trees a year until the full list of 231 trees has been removed (see attached list for removal order).

In the past SCE removal programs, SCE made available replacement trees that were identified as least impactful to SCE utility lines and required minimal trimming. However, SCE is no longer offering replacement trees. Due to the high cost of maintaining the existing urban forest and limited annual funding available, Staff is not recommending replacing the dead or dying trees once they are removed.

**FISCAL IMPACT:** The removal of the proposed trees by SCE would provide the City with maintenance savings of \$200,000 over the next five years.

**RELATIONSHIP TO STRATEGIC PLAN:** Removal of dead or dying trees is consistent with Strategic Direction #5: "Improve the quality of life by enhancing public safety services." It is also consistent with Strategic Direction #2: Engage the community through excellent customer service, communication and programs."

Attachment: SCE Tree Removal List

# SCE TREE REMOVAL LIST

<u>InventoryID</u>	<u>OnAddressCon</u>	<u>CommonName</u>	<u>DBH</u>	<u>Latitude</u>	<u>Longitude</u>	<u>Priority</u>
6915746	3595 PEDLEY AV	CALIFORNIA PEPPER	0-6	33.934009430288	-117.53237897384	1
6915745	3595 PEDLEY AV	CALIFORNIA PEPPER	0-6	33.934093566991	-117.53238893953	1
5042309	3591 TEMESCAL AV	SUGAR GUM	07-12	33.934092367585	-117.54109711829	1
5039648	3730 HILLSIDE AV	CALIFORNIA PEPPER	07-12	33.935999011023	-117.53688705816	1
6916815	410 8TH ST	BRONZE LOQUAT	07-12	33.951068612653	-117.53046527617	1
1255856	841 7TH ST	CALIFORNIA PEPPER	07-12	33.945734583484	-117.54009163221	1
1256938	3832 CORONA AV	ATHEL TREE	13-18	33.937103392959	-117.54561068716	1
1255120	3975 TEMESCAL AV	RED IRONBARK	13-18	33.939533543531	-117.54109296064	1
1255528	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.941684002351	-117.53239202249	1
1255529	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.94169225627	-117.53238830746	1
1255538	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.941989198812	-117.53239780478	1
1255549	4185 PEDLEY AV	CHINESE ELM	13-18	33.942672542456	-117.5323929215	1
1256961	3762 CORONA AV	ATHEL TREE	19-24	33.936380510527	-117.54560266039	1
1256941	3832 CORONA AV	ATHEL TREE	19-24	33.937165953773	-117.54560091583	1
1255636	310 8TH ST	DESERT GUM	13-18	33.951069399564	-117.52874502603	2
6916920	329 7TH ST	DESERT GUM	13-18	33.945760947539	-117.52867975719	2
1255781	351 7TH ST	RED GUM	13-18	33.945769632472	-117.52921271078	2
1255784	351 7TH ST	RED GUM	13-18	33.945764837082	-117.52926508138	2
1255127	4001 TEMESCAL AV	RED IRONBARK	13-18	33.940016164806	-117.54108620823	2
1255535	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.941915054014	-117.53238599167	2
1255536	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.94196649941	-117.53237854836	2
1255537	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.941986852788	-117.53238283517	2
1255539	4131 PEDLEY AV	TAMARISK EVERGREEN	13-18	33.942003570685	-117.53240306361	2
1255544	4163 PEDLEY AV	CALIFORNIA PEPPER	13-18	33.94207884697	-117.53239608049	2
1255552	4207 PEDLEY AV	CALIFORNIA PEPPER	13-18	33.942948968944	-117.53237978459	2
1202332	4259 PEDLEY AV	CALIFORNIA PEPPER	13-18	33.943524767954	-117.53239921428	2
1255618	480 8TH ST	DESERT GUM	13-18	33.951042763022	-117.53207821533	2
1255619	480 8TH ST	DESERT GUM	13-18	33.951049711362	-117.53219508054	2
1256207	815 RIVER DR	CHINABERRY	13-18	33.950776411644	-117.5388878448	2
5041184	1736 PACIFIC AV	BLACK LOCUST	19-24	33.90704772675	-117.57144992399	2
1257078	2957 TEMESCAL AV	SILVER DOLLAR GUM	19-24	33.925011727781	-117.54112834945	2
1257080	2979 TEMESCAL AV	SILVER DOLLAR GUM	19-24	33.925320261525	-117.54107511948	2
6916921	329 7TH ST	DESERT GUM	19-24	33.945749340107	-117.52874605743	2
1255780	351 7TH ST	RED GUM	19-24	33.945769362602	-117.52919480739	2
1256956	3762 CORONA AV	ATHEL TREE	19-24	33.936143827633	-117.54560149452	2
1256957	3762 CORONA AV	ATHEL TREE	19-24	33.936197569412	-117.54559717387	2
1256958	3762 CORONA AV	ATHEL TREE	19-24	33.936221709862	-117.54561072753	2
1256959	3762 CORONA AV	ATHEL TREE	19-24	33.936257013402	-117.54561310208	2
1256960	3762 CORONA AV	ATHEL TREE	19-24	33.936347349016	-117.54560801236	2
1256962	3762 CORONA AV	ATHEL TREE	19-24	33.936424409743	-117.54560294268	2
1256951	3780 CORONA AV	ATHEL TREE	19-24	33.936538802653	-117.5456171417	2
1256952	3780 CORONA AV	ATHEL TREE	19-24	33.936554980405	-117.54561611697	2
1256953	3780 CORONA AV	ATHEL TREE	19-24	33.936628351577	-117.54563204519	2
4296026	3925 PEDLEY AV	TAMARISK EVERGREEN	19-24	33.938977572985	-117.53237813517	2
1255794	411 7TH ST	DESERT GUM	19-24	33.945763416409	-117.53056647241	2
1255527	4131 PEDLEY AV	TAMARISK EVERGREEN	19-24	33.941653318761	-117.53239255429	2
1255532	4131 PEDLEY AV	TAMARISK EVERGREEN	19-24	33.941795059216	-117.53239336403	2
1255533	4131 PEDLEY AV	TAMARISK EVERGREEN	19-24	33.941854753465	-117.53238877859	2
1255534	4131 PEDLEY AV	TAMARISK EVERGREEN	19-24	33.941902483311	-117.53238194439	2
6916917	433 7TH ST	DESERT GUM	19-24	33.945759160768	-117.53080436385	2
1255814	575 7TH ST	CALIFORNIA PEPPER	19-24	33.945758693669	-117.5342163873	2
6916835	625 RIVER DR	TAMARISK EVERGREEN	19-24	33.951004818291	-117.53661973344	2
6916837	625 RIVER DR	TAMARISK EVERGREEN	19-24	33.951017515296	-117.53700480104	2
1150658	1021 7TH ST	CALIFORNIA PEPPER	25-30	33.945720628844	-117.54380501156	2
5042304	3471 TEMESCAL AV	SILVER DOLLAR GUM	25-30	33.932380375133	-117.541086188	2
1255782	351 7TH ST	RED GUM	25-30	33.945769369904	-117.52922766607	2
1255783	351 7TH ST	RED GUM	25-30	33.945770855221	-117.52924248006	2
6914334	3740 CORONA AV	ATHEL TREE	25-30	33.935971326915	-117.54562658545	2

# SCE TREE REMOVAL LIST

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1256948	3790 CORONA AV	ATHEL TREE	25-30	33.936965805611	-117.54561813579	2
1256950	3790 CORONA AV	ATHEL TREE	25-30	33.93703560383	-117.54561465318	2
1256937	3832 CORONA AV	ATHEL TREE	25-30	33.937078984473	-117.54560941503	2
1256939	3832 CORONA AV	ATHEL TREE	25-30	33.937127506782	-117.54562043031	2
1256940	3832 CORONA AV	ATHEL TREE	25-30	33.93714781948	-117.54561550332	2
1256935	3832 CORONA AV	ATHEL TREE	25-30	33.937451104027	-117.5456317249	2
5037934	3850 CORONA AV	ATHEL TREE	25-30	33.937718335384	-117.54560033055	2
5037935	3850 CORONA AV	ATHEL TREE	25-30	33.937731267046	-117.54561286196	2
5037937	3850 CORONA AV	ATHEL TREE	25-30	33.937867582305	-117.54560112862	2
1255512	3989 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.939762661766	-117.53238000088	2
1255531	4131 PEDLEY AV	TAMARISK EVERGREEN	25-30	33.941757701747	-117.53239609863	2
1150652	535 7TH ST	TAMARISK EVERGREEN	25-30	33.945750856646	-117.53337124837	2
6916836	625 RIVER DR	TAMARISK EVERGREEN	25-30	33.951019451803	-117.53680660019	2
1256208	815 RIVER DR	TAMARISK EVERGREEN	25-30	33.950728041674	-117.53902171712	2
1256209	815 RIVER DR	STUMP	25-30	33.950722633511	-117.53914514715	2
1256210	815 RIVER DR	TAMARISK EVERGREEN	25-30	33.950704304091	-117.53915633232	2
1256211	815 RIVER DR	TAMARISK EVERGREEN	25-30	33.950707960841	-117.53921901837	2
1256094	1040 RIVER DR	ATHEL TREE	31+	33.948574132975	-117.54435304979	2
1256095	1040 RIVER DR	ATHEL TREE	31+	33.948535599445	-117.54450511522	2
1256096	1040 RIVER DR	ATHEL TREE	31+	33.948428678123	-117.5447687889	2
1255871	1091 7TH ST	ATHEL TREE	31+	33.945711553215	-117.54533393022	2
1255873	1091 7TH ST	ATHEL TREE	31+	33.945717389693	-117.54544301628	2
1256949	3790 CORONA AV	ATHEL TREE	31+	33.937013243409	-117.54561826919	2
1256942	3832 CORONA AV	ATHEL TREE	31+	33.937211772463	-117.54561396253	2
1256943	3832 CORONA AV	ATHEL TREE	31+	33.937430178433	-117.54562002565	2
1256933	3846 CORONA AV	ATHEL TREE	31+	33.937532940073	-117.54561703439	2
1256934	3846 CORONA AV	ATHEL TREE	31+	33.937647506317	-117.54561148147	2
5037936	3850 CORONA AV	ATHEL TREE	31+	33.937789145232	-117.54561786902	2
1255530	4131 PEDLEY AV	TAMARISK EVERGREEN	31+	33.941714088838	-117.53239191761	2
1150647	565 7TH ST	TAMARISK EVERGREEN	31+	33.945756768608	-117.53372237046	2
1255812	565 7TH ST	TAMARISK EVERGREEN	31+	33.945750769982	-117.53395165872	2
1255813	575 7TH ST	TAMARISK EVERGREEN	31+	33.945762424783	-117.53415270073	2
6916832	625 RIVER DR	TAMARISK EVERGREEN	31+	33.951038287974	-117.53629243149	2
6916833	625 RIVER DR	TAMARISK EVERGREEN	31+	33.951023289786	-117.53645566895	2
6916834	625 RIVER DR	TAMARISK EVERGREEN	31+	33.951013814358	-117.5364959681	2
6916838	625 RIVER DR	TAMARISK EVERGREEN	31+	33.95101291625	-117.53708506649	2
1255838	741 7TH ST	CALIFORNIA PEPPER	0-6	33.945740272323	-117.53789715465	3
5037938	3850 CORONA AV	ATHEL TREE	07-12	33.937882376934	-117.5456123503	3
1257733	2921 HILLSIDE AV	RED IRONBARK	13-18	33.924439801342	-117.53672343652	3
1257750	3261 HILLSIDE AV	SILVER DOLLAR GUM	13-18	33.929276749317	-117.53670034891	3
1202331	4259 PEDLEY AV	CALIFORNIA PEPPER	13-18	33.94343680011	-117.53239688582	3
1255623	458 8TH ST	DESERT GUM	13-18	33.951065186578	-117.53114031907	3
1255804	477 7TH ST	DESERT GUM	13-18	33.945756737068	-117.532014567	3
1257872	3471 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.932118859668	-117.53236747286	3
1257530	3488 HILLSIDE AV	RED GUM	19-24	33.932313996716	-117.5368887822	3
1255130	4061 TEMESCAL AV	RED IRONBARK	19-24	33.940780660033	-117.54109418007	3
1196144	410 8TH ST	DESERT GUM	19-24	33.951064739384	-117.53035014938	3
1150649	545 7TH ST	CALIFORNIA PEPPER	19-24	33.945749688916	-117.53352318322	3
1150744	565 7TH ST	CALIFORNIA PEPPER	19-24	33.945755488929	-117.53376576906	3
1255833	691 7TH ST	DESERT GUM	19-24	33.945748282711	-117.53650234479	3
5040138	1979 MOUNTAIN AV	CHINESE ELM	25-30	33.91058923897	-117.56677934302	3
1257097	3423 TEMESCAL AV	SUGAR GUM	25-30	33.931747657154	-117.5410892342	3
6913924	3423 TEMESCAL AV	SUGAR GUM	25-30	33.931822931722	-117.54109073956	3
1255113	3941 TEMESCAL AV	RED IRONBARK	25-30	33.939066477344	-117.54108835372	3
1255511	3989 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.939667936936	-117.53238335501	3
1255563	4339 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.94468347796	-117.5323959782	3
1676371	4395 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.945261842081	-117.53240473923	3

# SCE TREE REMOVAL LIST

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1255801	463 7TH ST	DESERT GUM	25-30	33.94576219764	-117.53158121077	3
6917005	757 7TH ST	DESERT GUM	25-30	33.945747232374	-117.53801575731	3
5037939	3850 CORONA AV	ATHEL TREE	31+	33.937947115732	-117.5456101886	3
1257527	3496 HILLSIDE AV	CALIFORNIA PEPPER	13-18	33.932535992975	-117.53690059098	4
6916919	433 7TH ST	DESERT GUM	13-18	33.945756974936	-117.53112200241	4
1255803	477 7TH ST	DESERT GUM	13-18	33.945760535245	-117.53181304153	4
1255805	477 7TH ST	DESERT GUM	13-18	33.9457544806	-117.53211516353	4
1255617	480 8TH ST	DESERT GUM	13-18	33.951058300374	-117.53195547307	4
1255830	653 7TH ST	CALIFORNIA PEPPER	13-18	33.94574333857	-117.53579789285	4
1255865	1053 7TH ST	CALIFORNIA PEPPER	19-24	33.945712954027	-117.54446565193	4
1257743	3191 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.928147481299	-117.53673165103	4
1257744	3191 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.928239199953	-117.53671977634	4
6442931	3191 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.928487072933	-117.53670857124	4
1257746	3225 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.928687949577	-117.53671409731	4
1257747	3225 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.928770217414	-117.53672210505	4
1257748	3225 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.928930475992	-117.53671988669	4
1257528	3496 HILLSIDE AV	BLUE GUM	19-24	33.932614649183	-117.53687841009	4
1257529	3496 HILLSIDE AV	CALIFORNIA PEPPER	19-24	33.932646801985	-117.53688586485	4
1255778	351 7TH ST	CALIFORNIA PEPPER	19-24	33.945741890728	-117.52907140953	4
1257890	3563 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.933837435597	-117.53238313689	4
6915747	3595 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.933895475308	-117.5322755658	4
1257898	3701 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.935605853039	-117.53237401359	4
1196131	3863 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.937929099094	-117.5323935248	4
1255513	4005 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.940012120594	-117.53238795436	4
1255523	4103 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.94120437106	-117.5324029327	4
1255526	4103 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.941593470484	-117.53238887338	4
1255793	411 7TH ST	DESERT GUM	19-24	33.945755634205	-117.53034623754	4
1255545	4163 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.942171146369	-117.53239048498	4
1255798	453 7TH ST	DESERT GUM	19-24	33.945763297533	-117.53124347829	4
1255799	453 7TH ST	DESERT GUM	19-24	33.945760258281	-117.5314765317	4
1255831	653 7TH ST	CALIFORNIA PEPPER	19-24	33.945747307308	-117.53589498908	4
1255844	787 7TH ST	DESERT GUM	19-24	33.94575035217	-117.53874656388	4
1255870	1091 7TH ST	CALIFORNIA PEPPER	25-30	33.945713886928	-117.54522735095	4
1260465	1506 CORONA AV	CALIFORNIA PEPPER	25-30	33.903703029228	-117.55281170777	4
1260466	1506 CORONA AV	CALIFORNIA PEPPER	25-30	33.903766486543	-117.55284609004	4
1253980	1830 PACIFIC AV	SILVER DOLLAR GUM	25-30	33.908219100246	-117.57146545584	4
3594520	2935 TEMESCAL AV	SILVER DOLLAR GUM	25-30	33.924896544626	-117.54110053648	4
6913925	3423 TEMESCAL AV	SUGAR GUM	25-30	33.931912688119	-117.54108195035	4
1257869	3441 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.931817077956	-117.53237187947	4
1257873	3471 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.932189102146	-117.53241410707	4
1257100	3471 TEMESCAL AV	SUGAR GUM	25-30	33.93232820441	-117.54110518272	4
6913907	3534 HILLSIDE AV	CALIFORNIA PEPPER	25-30	33.933130246121	-117.53687714846	4
6913908	3534 HILLSIDE AV	CALIFORNIA PEPPER	25-30	33.933178680807	-117.53686534156	4
1257107	3553 TEMESCAL AV	SUGAR GUM	25-30	33.933326367443	-117.54108744826	4
1257108	3553 TEMESCAL AV	SUGAR GUM	25-30	33.933370035224	-117.54095373632	4
5042308	3581 TEMESCAL AV	SUGAR GUM	25-30	33.933785877383	-117.54108519704	4
1257509	3720 HILLSIDE AV	CALIFORNIA PEPPER	25-30	33.935952152728	-117.53690712483	4
4296027	3925 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.93904104609	-117.53238419163	4
1196143	394 8TH ST	DESERT GUM	25-30	33.951056818832	-117.53022326616	4
1255789	395 7TH ST	DESERT GUM	25-30	33.945764123875	-117.5299982247	4
1255790	395 7TH ST	DESERT GUM	25-30	33.945760805836	-117.53011619906	4
1255524	4103 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.941460332594	-117.53239547594	4
1255525	4103 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.941506487041	-117.53239981744	4
1255546	4163 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.942266114124	-117.53238076346	4
1255547	4163 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.942366401182	-117.5323822488	4
6916924	4185 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.942749673261	-117.5323761368	4
1255627	420 8TH ST	SILVER DOLLAR GUM	25-30	33.951066905396	-117.53069048086	4

# SCE TREE REMOVAL LIST

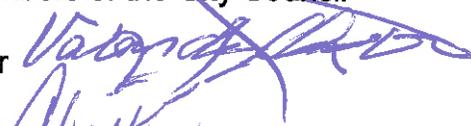
<u>InventoryID</u>	<u>OnAddressCon</u>	<u>CommonName</u>	<u>DBH</u>	<u>Latitude</u>	<u>Longitude</u>	<u>Priority</u>
1255555	4229 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.943057669066	-117.53240461554	4
1255556	4229 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.943150381014	-117.53239920077	4
6916923	4229 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.943339516347	-117.53239259576	4
1255558	4283 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.944014568691	-117.53241706509	4
6916918	433 7TH ST	DESERT GUM	25-30	33.945761516036	-117.53100880093	4
1255562	4339 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.944593283132	-117.53240359452	4
1255564	4339 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.944772356383	-117.53240390979	4
1255570	4395 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.945169120689	-117.53239694125	4
1255626	440 8TH ST	DESERT GUM	25-30	33.951065148358	-117.53102225782	4
1255802	463 7TH ST	DESERT GUM	25-30	33.945759476451	-117.53169108857	4
1255821	603 7TH ST	CALIFORNIA PEPPER	25-30	33.945752055551	-117.5347501471	4
1255822	603 7TH ST	CALIFORNIA PEPPER	25-30	33.945751909983	-117.53486354275	4
1346652	603 7TH ST	CALIFORNIA PEPPER	25-30	33.945754211562	-117.53498099845	4
1255850	811 7TH ST	CALIFORNIA PEPPER	25-30	33.945745482032	-117.53940058518	4
1255854	841 7TH ST	CALIFORNIA PEPPER	25-30	33.945742292894	-117.53983515918	4
1255855	841 7TH ST	CALIFORNIA PEPPER	25-30	33.945742659103	-117.54000627532	4
1676307	3441 PEDLEY AV	CALIFORNIA PEPPER	31+	33.932023623448	-117.53236762988	4
1255786	361 7TH ST	RED GUM	31+	33.945764316762	-117.52947637628	4
1257496	3818 HILLSIDE AV	RED GUM	31+	33.937153556054	-117.53689063425	4
1257497	3818 HILLSIDE AV	RED GUM	31+	33.937250581088	-117.53689548035	4
1257494	3834 HILLSIDE AV	RED GUM	31+	33.937338395134	-117.53688484993	4
1257491	3862 HILLSIDE AV	RED GUM	31+	33.937899813691	-117.53689866421	4
1255518	4057 PEDLEY AV	CALIFORNIA PEPPER	31+	33.940535313839	-117.53239756372	4
1255519	4057 PEDLEY AV	CALIFORNIA PEPPER	31+	33.940620131224	-117.53239604812	4
1255566	4349 PEDLEY AV	CALIFORNIA PEPPER	31+	33.944967862471	-117.53240147897	4
1255824	619 7TH ST	CALIFORNIA PEPPER	31+	33.945745236178	-117.53521019761	4
1676285	661 7TH ST	CALIFORNIA PEPPER	31+	33.945749236904	-117.53610668984	4
1255823	619 7TH ST	CALIFORNIA PEPPER	07-12	33.945746850259	-117.53509049288	5
1260654	1586 1ST ST	CALIFORNIA PEPPER	19-24	33.902013332085	-117.55838340269	5
1257877	3521 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.932702623001	-117.53239200306	5
1257904	3769 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.93627133829	-117.53238736055	5
1257905	3769 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.936361759918	-117.53239009785	5
5041317	3769 PEDLEY AV	CALIFORNIA PEPPER	19-24	33.936472133586	-117.53238131547	5
1257096	3423 TEMESCAL AV	CAROB	25-30	33.931520339217	-117.54107495698	5
5042307	3581 TEMESCAL AV	SUGAR GUM	25-30	33.933681662451	-117.54109737787	5
1257493	3842 HILLSIDE AV	RED GUM	25-30	33.9375665405	-117.53689343864	5
1255557	4229 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.943243346865	-117.53239836343	5
1255559	4291 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.944105959168	-117.5324098282	5
1255565	4349 PEDLEY AV	CALIFORNIA PEPPER	25-30	33.944869734307	-117.53239977363	5
1150654	527 7TH ST	CALIFORNIA PEPPER	25-30	33.945741098223	-117.53307430199	5
1150655	527 7TH ST	CALIFORNIA PEPPER	25-30	33.945754634696	-117.53318455346	5
1150648	545 7TH ST	CALIFORNIA PEPPER	25-30	33.945749306035	-117.53341458863	5
1255849	811 7TH ST	CALIFORNIA PEPPER	25-30	33.945746370047	-117.53930759664	5
1260467	1506 CORONA AV	CALIFORNIA PEPPER	31+	33.903969542332	-117.5529100368	5
1254455	2041 MOUNTAIN AV	SHAMEL ASH	31+	33.911576738433	-117.56676527115	5
1257531	3488 HILLSIDE AV	RED GUM	31+	33.932411493611	-117.5368935545	5
1257526	3496 HILLSIDE AV	BLUE GUM	31+	33.932529556897	-117.53684668096	5
1255779	351 7TH ST	RED GUM	31+	33.945769910879	-117.52918030846	5
1257495	3834 HILLSIDE AV	RED GUM	31+	33.937426458262	-117.53689493129	5
1255520	4057 PEDLEY AV	CALIFORNIA PEPPER	31+	33.940707348503	-117.53237707332	5
1255521	4057 PEDLEY AV	CALIFORNIA PEPPER	31+	33.940816452188	-117.53236399909	5
1255522	4071 PEDLEY AV	CALIFORNIA PEPPER	31+	33.940925773521	-117.53239325078	5
1255550	4207 PEDLEY AV	CALIFORNIA PEPPER	31+	33.94284668758	-117.53238463013	5
1255569	4395 PEDLEY AV	CALIFORNIA PEPPER	31+	33.945077038326	-117.53240738322	5
1255820	587 7TH ST	CALIFORNIA PEPPER	31+	33.945756486793	-117.53464357024	5
1255851	811 7TH ST	CALIFORNIA PEPPER	31+	33.945744155003	-117.5395096474	5
1346649	821 7TH ST	CALIFORNIA PEPPER	31+	33.945742063678	-117.53962936447	5

# SCE TREE REMOVAL LIST

<u>InventoryID</u>	<u>OnAddressCon</u>	<u>CommonName</u>	<u>DBH</u>	<u>Latitude</u>	<u>Longitude</u>	<u>Priority</u>
1255857	857 7TH ST	CALIFORNIA PEPPER	31+	33.945734083141	-117.54020829751	5
1255858	857 7TH ST	CALIFORNIA PEPPER	31+	33.945729642283	-117.54032039338	5

## 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: September 21, 2016

SUBJECT: Appointments to the Norco Youth Advisory Council

RECOMMENDATION: Staff recommends that the City Council make nine (9) appointments to the Norco Youth Advisory Council.

**SUMMARY:** The City of Norco recently established the Norco Youth Advisory Council, with the purpose of advising the City Council on youth-related program. The Council is requested to review applications submitted for nine vacancies on the Norco Youth Advisory Council. Staff is recommending that the City Council make appointments to serve 1-year terms (October 2016 – May 2017).

**BACKGROUND/ANALYSIS:** City Council recognizes youth to be a valuable resource when given the opportunity to plan and implement projects to meet real community needs, and recognizes youth are capable of making a difference in the community. At its July 20, 2016 meeting, the City Council approved the formation of the Norco Youth Advisory Council and directed staff to begin recruitment for nine vacancies.

The Norco Youth Advisory Council is body of young people who will provide counsel and support to the City Council, and create and participate in a variety of projects and community initiatives. The charge of the Norco Youth Advisory Council is to advise the City Council on youth related topics and issues, engage the community, show leadership, and work together for the betterment of the youth population. Service on the Norco Youth Advisory Council is a one-year term. Membership eligibility includes being enrolled in 9<sup>th</sup> through 12<sup>th</sup> grade, either from Norco High School or John F. Kennedy Middle College High School.

Applications for the Norco Youth Advisory Council were solicited through the release of a public notice on August 18, 2016 and were due by the deadline of September 13, 2016 at 6:00 p.m. A total of 18 applications were received by the City Clerk's Office. One applicant was disqualified due to an incomplete application and not meeting certain requirements. After the close of the recruitment period, an additional six applications were received, but are not included for Council's consideration.

The following are the applicants from which the Council will make its appointments:

Andrew da Rosa

Brent Kavianian

Danielle Smith

Michael Young

Jessica Ocampo

Isabella Xiao

Hannah Solis

Oscar Partida

Natalie Ann Licup

Celine Kabbara

Breanna Lam

Karishma Mali

Ashley Tejada

Hayden William Morck

Jorgina Strojek

Axel Alvarez

Laramie Huffman

An appointment to the Norco Youth Advisory Council is an honor and a responsibility. The City Council has confidence in the judgment and integrity of its appointees and relies on them for information and recommendations on specific matters. As advisors to the Council, Norco Youth Advisory Council members are expected to regularly attend meetings, understand their duties and roles, and work to contribute to the betterment of the community.

Relation to the Strategic Plan: Strategic Direction #2 – Community Outreach. Engage with the community through excellent customer service, communication and programs.

Attachments: Norco Youth Advisory Council Applications

**AGENDA ITEM 6.B. Norco Youth Advisory Council**

Attachments: Norco Youth Advisory Council Applications

**Candidates' applications are available in the Norco City Clerk's Office**

Hours: 8:00 a.m. – 6:00 p.m., Monday to Thursday