



AGENDA
CITY OF NORCO
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
JUNE 16, 2010

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Mayor Malcolm G. Miller, M.D.
Mayor Pro Tem Berwin Hanna
Council Member Kathy Azevedo
Council Member Kevin Bash
Council Member Harvey C. Sullivan

THE CITY COUNCIL/CRA WILL RECESS TO CLOSED SESSION (SECTION 54954) TO CONSIDER MATTERS:

Section 54956.8 – Conference with Real Property Negotiator

Street Address or Parcel Number: Portions of Western Avenue, Riding Ring Road, and Parkridge Avenue in the City of Norco

Negotiating Parties: City of Norco and Western Municipal Water District

Points Under Negotiation: Price and Terms of Payment

Section 54956.9 – Conference with Legal Counsel – Existing Litigation

Case Name: City of Norco vs CACERF Norco, LLC

Case Number: RIC 10010637

Section 54957.6 – Conference with Labor Negotiator

Negotiating Parties: City Manager Groves and Deputy City Manager/Director of Finance Okoro

Employee Organization: Norco Battalion Chiefs Association
Norco Firefighters Association
Norco General Employees Association
Norco Public Works & Parks Maintenance Workers Association

RECONVENE PUBLIC SESSION: 7:00 p.m.

PLEDGE OF ALLEGIANCE: Council Member Azevedo

INVOCATION: Assembly of God – Beacon Hill
Pastor Rene Parish

PRESENTATION:

City of Norco Certificate of Appreciation
*Fire Prevention Specialist Sheldon Zell
~ In recognition of the creation and
implementation of the Annual Fire
Safety School Award Program.*

REGULAR COMMUNITY REDEVELOPMENT AGENCY (CRA) AGENDA AS FOLLOWS:

1. **CRA CONSENT CALENDAR 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 Agency, any public comments on any of the Consent Items will be heard. There will be no separate action unless Members of the Agency Board request specific items be removed from the Consent Calendar)*
 - A. CRA Minutes:
Regular Meeting of June 2, 2010
Recommended Action: Approve the CRA Minutes (City Clerk)
 - B. Acquisition Agreement for 1497 Second Street for the Second Street Widening Project. **Recommended Action: Adopt CRA Resolution No. 2010-___, authorizing the approval of an Acquisition Agreement in the amount of \$2,318.00 and accept the offer of street dedication for the real property at 1497 Second Street (APN 125-150-019) to facilitate the Second Street Widening Project, and authorizing the Agency to enter into escrow for said property. (City Engineer)**
2. **CONTINUED JOINT CRA/CITY COUNCIL PUBLIC HEARING:**
 - A. Approving and Adopting the City and the Norco Redevelopment Agency Operating Budgets Including Related Personnel Adjustments for Fiscal Year 2010-2011 and Authorizing Appropriations

On May 18, 2010, City Council/Agency Board and staff held a workshop to discuss the City and Norco Redevelopment Agency Operating Budgets for the Fiscal Year 2010-2011. A public hearing was also conducted on June 2, 2010 during which staff presented and reviewed additional information on the Operating Budgets with the City Council/Agency Board. Staff is now recommending that the City Council/Agency Board conduct additional public hearing to receive public input on the Proposed Budget and to adopt the budgets at the end of the public hearing.

Recommended Action: Adopt Resolution No. 2010- ____ approving and adopting the City Operating Budget and related personnel adjustments for Fiscal Year 2010-2011 and authorizing appropriations therefrom; and CRA Resolution No. 2010- ____, approving and adopting the Norco Redevelopment Agency Budget and related personnel adjustments for Fiscal Year 2010-2011 and authorizing appropriations therefrom. (Deputy City Manager/Director of Finance)

3. OTHER CRA MATTERS:

ADJOURNMENT OF CRA:

REGULAR CITY COUNCIL AGENDA AS FOLLOWS:

4. CITY COUNCIL CONSENT CALENDAR 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. 5 of the Agenda)*

A. City Council Minutes:

Regular Meeting of June 2, 2010

Recommended Action: Approve the City Council Minutes (City Clerk)

B. Planning Commission Action Minutes, Regular Meeting of June 9, 2010.

Recommended Action: Receive and File (Planning Director)

C. Authorization for the Destruction of Certain City Records. **Recommended**

Action: Adopt Resolution No. 2010- ____. (City Clerk)

D. Lease Agreement between the City of Norco and the Lake Norconian Club Foundation. **Recommended Action: Approval** (Director of Parks, Recreation & Community Services)

E. Order of Procedure and Resolutions Necessary for The Annual Assessment Levy Continuing Landscape Maintenance Districts No. 1 – Beazer, Tract 28765; No. 2 – Western Pacific, Tract 25779; No. 3 – Centex, Tract 28826; No. 4 – Norco Ridge Ranch, Tracts 29588 and 29589; and No. 5 – Hawk’s Crest, Tract 30230. **Recommended Action: That the members of the City Council adopt the following Resolutions:**

A.) Resolution No. 2010-____, (Beazer); Resolution No. 2010-____, (Western Pacific); Resolution No. 2010-____, (Centex); Resolution No. 2010-____, (Norco Ridge Ranch); Resolution No. 2010-____, (Hawk's Crest), approving the Engineer's Preliminary Report for the Annual Levy of Assessments for the Fiscal Year 2010-2011 in said District; and

B.) Resolution No. 2010-____, (Beazer); Resolution No. 2010-____, (Western Pacific); Resolution No. 2010-____, (Centex); Resolution No. 2010-____, (Norco Ridge Ranch), Resolution No. 2010-____, (Hawk's Crest), declaring the City's intention to provide for an Annual Levy and Collection of Assessments for certain maintenance in an existing District, and setting a time and place for the Public Hearing. (City Engineer)

F. Contract with the California Department of Corrections and Rehabilitation (CDCR) for the Collection, Removal and Disposal of Wet/Dry Garbage by the City's Franchise Waste Hauler from July 1, 2010 through June 30, 2013. **Recommended Action: Adopt Resolution No. 2010-____ to Approve Contract** (Deputy City Manager/Director of Finance)

G. Acceptance of Property Dedication at 2821 Hamner Avenue for the Hamner Avenue Widening Project. **Recommended Action: Authorize the City Manager to accept the dedication of street right-of-way at 2821 Hamner Avenue, authorize the City Clerk to record the Grant Deed and authorize the City Manager to execute the Certificate of Acceptance.** (Director of Public Works)

5. ITEMS PULLED FROM CITY COUNCIL CONSENT CALENDAR:

6. PUBLIC COMMENTS OR QUESTIONS - THIS IS THE TIME WHEN PERSONS IN THE AUDIENCE WISHING TO ADDRESS THE CITY COUNCIL REGARDING MATTERS NOT ON THE AGENDA MAY SPEAK. PLEASE BE SURE TO COMPLETE THE CARD IN THE BACK OF THE ROOM AND PRESENT IT TO THE CITY CLERK SO THAT YOU MAY BE RECOGNIZED.

7. OTHER MATTERS – COUNCIL:

8. OTHER MATTERS – STAFF:

A. Update on Request for Proposal (RFP) for Management of the George Ingalls Equestrian Event Center – Verbal Report (City Manager)

9. ADJOURNMENT:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office, (951) 270-5623. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

Staff reports are on file in the Office of the City Clerk. 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.

/bj-75541



MINUTES
CITY OF NORCO
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
JUNE 2, 2010

- CALL TO ORDER: Mayor Miller called the meeting to order at 7:02 p.m.
- ROLL CALL: Mayor Malcolm Miller, **Present**
Mayor Pro Tem Berwin Hanna, **Present**
Council Member Kathy Azevedo, **Present**
Council Member Kevin Bash, **Present**
Council Member Harvey C. Sullivan, **Present**
- Staff Present:** Carlson, Cooper, Groves, Jacobs, King, Okoro, Oulman, Petree and Thompson
- City Attorney Harper – **Present**
- PLEDGE OF ALLEGIANCE: Led by a Member of the Norco High School Air Force JROTC
- INVOCATION: New Beginnings Community Church
John Weyhgandt, Deacon
- PRESENTATIONS: Norco Girl Scout Troup 852
Kristin Gardetto ~ Highland Elementary
Ally Larsen ~ Highland Elementary
Vanessa Morley ~ Highland Elementary
The three Girl Scouts were recognized for the community work they completed to earn the Bronze Award.
- Norco High School Air Force JROTC
George Alan Ingalls Memorial Plaque
A member of the JROTC commented on the unveiling of the plaque and the renaming of the JROTC in recognition of George Alan Ingalls. The Norco High School Air Force JROTC is also willing to raise the money for a similar plaque to be placed at the entrance of the George Ingalls Equestrian Event Center.
- Corky Blair, representing the Norco Horseweek Committee, presented the City Council with a check in the amount of \$1,539 for use at the Norco Animal Shelter, which is the amount representing the tips received during the Horseweek events.**

REGULAR COMMUNITY REDEVELOPMENT AGENCY (CRA) AGENDA AS FOLLOWS:

1. CRA CONSENT CALENDAR ITEMS:

M/S Bash/Sullivan to approve the items as recommended on the CRA Consent Calendar. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

A. CRA Minutes:

Regular Meeting of May 19, 2010

Adjourned Special Meeting of May 18, 2010

Special Meeting of May 18, 2010

Recommended Action: Approve the CRA Minutes (City Clerk)

2. JOINT CRA/CITY COUNCIL PUBLIC HEARINGS:

A. Annual Operating Budgets for the City of Norco and the Norco Redevelopment Agency for Fiscal Year 2010-11

As part of the ongoing public process for the City Council and Norco Redevelopment Agency Board of Directors to adopt operating budgets for the City and CRA for the Fiscal Year (FY) 2010-2011, staff is recommending that the City Council and CRA Board conduct a Joint Public Hearing to accept public input on the FY 2010-2011 Preliminary Budget.

Recommended Action: Receive public comments for the Preliminary Operating Budgets for the City Council/Norco Redevelopment Agency and continue the Joint Public Hearing to June 16, 2010 for final approval and adoption. (Deputy City Manager/Director of Finance)

City Manager/Executive Director Groves presented an update from the information discussed at the Budget Workshop held on May 18, 2010.

- ✚ There is a continuing decline in revenues due to the economic downturn. The estimated revenue amounts do not include additional revenues from user fee adjustments and are based on the most current data provided.
- ✚ The Fines and Penalties revenue category was reduced due to the elimination of 3 Motor Officers from the Norco Sheriff Department.
- ✚ Discretionary and non-discretionary expenditures have been reduced from \$17.1 million to \$15.3 million since the May 18th Budget Workshop.
- ✚ Actions to reduce the General Fund balance total \$2.3 million with the estimated remaining Fund Balance at \$1.3 million.

City Manager Groves stated that these numbers will be formalized into the budget for adoption on June 16, 2010 and added that the budget will be an ongoing process, especially during these economic times. She noted that expenditure cuts are cuts in service and as a team, staff has been working on ways to continue to provide these services to the community.

Mayor/Chairman Miller OPENED the public hearing, indicating that proper notification had been made and asking for the appearance of those wishing to speak.

John Box. Mr. Box commented that the budget presented tonight is very short-term, reflecting about \$2 million in the hole with no glorified solutions. He encouraged the City Council to request a zero-based budget.

Mayor/Chairman Miller CLOSED the public hearing.

Council Member Sullivan challenged everyone to really work hard to bring businesses into the City to enhance revenues. He stated that he knows that there is a future for Norco.

Council Member Azevedo stated that it is comforting to see the money in the Special Asset Revenue Fund. She noted that Public Safety is almost the only place to make the cuts and added that it is the Council's job to keep the residents safe. She also stated that the Ingalls RFP, which is in process, could help. She requested, because of the turbulent times, that the Council receive a comprehensive update on the budget every other month to keep them up-to-speed.

Council Member Bash stated that he is not discouraged and would like to see what a zero-based budget looks like and what kind of cuts that would result in. He added that he is encouraged with what could happen.

Mayor Pro Tem Hanna stated that he is disappointed that the motor officers will be eliminated and does not want to see a fire station closed.

Mayor Miller stated that the continued public hearing will be held on June 16th at which time the budget will be proposed for adoption. He noted that no action is required at this time.

- B. Capital Improvement Program Budgets for the City of Norco and the Norco Redevelopment Agency for Fiscal Years 2011-2015

The City Council/Agency Board held a Budget Workshop on May 18, 2010 to discuss the five-year Capital Improvement Program (CIP) for Fiscal Years 2011-2015. The City Council/Agency Board will open a Public Hearing to receive input from the public regarding the proposed CIP Budgets prior to final adoption.

Recommendation: Receive public comments for the proposed Capital Improvement Program Budgets; adopt Resolution No. 2010____, approving and adopting the City of Norco Capital Improvement Program for Fiscal Years 2011-2015; and adopt CRA Resolution No. 2010-____, approving and adopting the Norco Redevelopment Agency Capital Improvement Program for Fiscal Years 2011-2015. (Deputy City Manager/Director of Finance)

Deputy City Manager/Director of Finance Okoro presented the proposed Capital Improvement Program Budgets for the City of Norco and the Norco Redevelopment Agency for Fiscal Years 2011-2015. He noted that only minor items have changed since the budget workshop was held and all of the projects designated will be funded with money already on hand, with the priority being on street improvements. He noted that most of the Parks improvements will be at the George Ingalls Equestrian and Event Center.

City Manager Groves noted that the funds in the Capital Improvement Program Budget can only be used for specific purposes. She added that, based on Council direction, an alternative proposal is being put together for the construction of a new Animal Control Shelter that will meet shorter term needs and will save money in the Redevelopment Agency budget.

Council Member Azevedo stated that as she is a member of the WRCOG Executive Committee and noted that they were made aware that the TUMF funding is also coming in short. Public Works Director Thompson responded to her concern stating that the TUMF Program was originally put together for shelf-ready projects and he is hopeful that the region will support the need to fund the Hamner Avenue Widening Project north of the River, as it is shelf-ready and will benefit the entire region. He also noted that the TUMF reimbursement may be received later in the future. Council Member Azevedo inquired about AB 1389 and in response Deputy City Manager/Director of Finance Okoro noted that if there are any reimbursements this year, they would be significantly less.

Mayor/Chairman Miller OPENED the public hearing, indicating that proper notification had been made and asking for the appearance of those wishing to speak. With no one wishing to speak Mayor/Chairman Miller CLOSED the public hearing.

The Council Members all agreed that they are pleased to see the projects proposed in the CIP Budget and believe that the City will take on a new look in the next year once the street improvements are completed.

M/S Bash/Hanna to adopt Resolution No. 2010-23, approving and adopting the City of Norco Capital Improvement Program for Fiscal Years 2011-2015; and adopt CRA Resolution No. 2010-11, approving and adopting the Norco Redevelopment Agency Capital Improvement Program for Fiscal Years 2011-2015. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

3. JOINT CRA/CITY COUNCIL CONSENT ITEM:

M/S Bash/Hanna to approve the item as recommended on the Joint CRA/City Council Consent Calendar. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

- A. Modification to the City Attorney Agreement. **Recommended Action: Approve the City Attorney Agreement.** (City Manager/Executive Director)

OTHER CRA MATTERS: No other CRA Matters.

ADJOURNMENT OF CRA: 8:05 p.m.

REGULAR CITY COUNCIL AGENDA AS FOLLOWS:

4. CITY COUNCIL CONSENT CALENDAR ITEMS:

M/S Hanna/Bash to approve the items as recommended on the City Council Consent Calendar. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

- A. City Council Minutes:
Regular Meeting of May 19, 2010
Adjourned Special Meeting of May 18, 2010
Special Meeting of May 18, 2010
Recommended Action: Approve the City Council Minutes (City Clerk)
- B. Planning Commission Action Minutes, Regular Meeting of May 26, 2010.
Recommended Action: Receive and File (Planning Director)
- C. Procedural Step to Approve Ordinance after Reading of Title Only.
Recommended Action: Approval (City Clerk)

- D. First Amendment to the Agreement for Law Enforcement Services Eliminating Three Motor Officer Positions. **Recommended Action: Authorize Mayor to sign the First Amendment to the Agreement for Law Enforcement Services between County of Riverside and City of Norco.** (Lt. Cooper)
 - E. Resolution Approving Amendment No. 3 to the Chino Basin Desalter Authority Joint Exercise Powers Agreement. **Recommended Action: Adopt Resolution No. 2010-24 approving Amendment No. 3 to the Chino Basin Desalter Authority Joint Exercise Powers Agreement, and authorize the City Manager to execute the Amendment.** (Public Works Director)
 - F. Establishment of the Fire Chief as the Authorized Agent in Any Actions Necessary for the Purpose of Obtaining Financial Assistance Provided Through the Federal Department of Homeland Security. **Recommended Action: Adopt Resolution No. 2010-25, identifying the Fire Chief as the Authorized Agent in any actions necessary for the purpose of obtaining financial assistance provided through the Federal Department of Homeland Security.** (Fire Chief)
 - G. Agreement with Valley Crest Landscape Maintenance to Perform Equestrian Trail Maintenance within Landscape Maintenance District Nos. 2, 3, 4 and 5. **Recommended Action: Approve a change order to the Valley Crest Landscape Maintenance Contract to restore the equestrian trails within Landscape Maintenance District Nos. 2, 3, 4 and 5 in the amount of \$46,266.** (Director of Public Works)
5. ITEMS PULLED FROM CITY COUNCIL CONSENT CALENDAR:
6. CITY COUNCIL PUBLIC HEARING:
- A. Amendments to the Comprehensive Fee Resolution

On January 21, 2009, the City Council adopted Resolution No. 2009-03 updating the fees for general City services. The proposed 2010 Resolution recommends adjustments to certain fees based on the changes to the Consumer Price Index from March 2009 to March 2010; the addition of certain new fees to the Comprehensive Fee Schedule; changes to certain building related fees based on updated cost of services study; and changes to certain facilities use charge based on elimination of groups 1 and 2 fee categories.

Recommended Action: Adopt Resolution No. 2010-____, amending Resolution No. 2009-03 to update and adjust fees for General City Services as follows:

- 1) **Adjustment to certain fees based on the changes to the Consumer Price Index from March 2009 to March 2010;**
- 2) **Addition of certain new fees to the Comprehensive Fee Schedule;**
- 3) **Changes to certain building related fees based on updated cost of services study; and**
- 4) **Changes to certain facilities use charge that eliminates groups 1 and 2 fee categories.**

(Deputy City Manager/Director of Finance)

City Manager Groves presented the City Council item noting that the actions will be taken in accordance with the proposals in the four attached schedules.

Attachment 1 -- Adjustment to certain fees based on the changes to the Consumer Price Index from March 2009 to March 2010 Fees (up 1.9%)

Minimal discussion followed regarding these fees noting that a study was conducted by Revenue & Cost Specialists in regards to all of the fees discussed.

M/S Sullivan/Bash to adopt Resolution No. 2010-26 approving Attachment 1 -- Adjustment to certain fees based on the changes to the Consumer Price Index from March 2009 to March 2010 Fees (up 1.9%). The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Attachment 2 – Addition of certain new fees to the Comprehensive Fee Schedule

Deputy City Manager/Director of Finance Okoro noted that the new fees are based on new services being performed as a result of changes in the City Ordinances and/or for services not previously charged. He confirmed to the Council that the taxi fees are included as a result of the new Ordinance.

Fire Chief Carlson responded to Mayor Pro Tem Hanna in regards to the Special Event Inspections and noted that the Pumpkin Patch Lot was added.

Council Member Bash noted that he was a bit nervous about these fees for the Christmas Tree and Pumpkin Patch Lot Inspections.

Council Member Azevedo received confirmation from Planning Director King that the Minor CUP fees listed are not applicable to accessory buildings.

Dave Henderson. Mr. Henderson commented on the copy fees and requested that the Planning Commission staff reports be placed online with the agenda so that the public does not need to pay for the copying costs.

Ted Hoffman. Mr. Hoffman stated that he has concerns regarding the enforcement that will be required following the raising of fees.

City Manager Groves noted that these fees are charged for City services provided and are updated following user fee studies every two years.

M/S Bash/Hanna to adopt Resolution No. 2010-26 approving Attachment 2 – Addition of certain new fees to the Comprehensive Fee Schedule. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Attachment 3 – Changes to certain building related fees based on the updated Cost of Services Study

City Manager Groves stated that these are building related fees and the rates are based on the updated Cost of Services Study.

Public Works Director Thompson noted that all of these fees exist today and the only substantial change is on Table B, which was adopted in 2008 and increased times 1.21. He also confirmed that these fees are all now defensible costs following the updated Cost of Services Study completed.

M/S Sullivan/Azevedo to adopt Resolution No. 2010-26 approving Attachment 3 – Changes to certain building related fees based on the updated Cost of Services Study. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Attachment 4 – Changes to certain facilities use charge that eliminates groups 1 and 2 fee categories

City Manager Groves stated that these are use charges for certain facilities based on the elimination of groups 1 and 2 fee categories. She noted that group 3 shows the costs as recommended by the cost study and added that the charges for groups 1 and 2 in most cases do not cover the direct costs associated with service provided.

Mayor Miller confirmed that the entire package relates to the \$100,000 estimated in the proposed budget.

Council Member Sullivan stated that he has a problem with the use of some of the facilities and would like to look at these fees a little more in depth. He suggested putting together an ad hoc committee to discuss these fees.

Council Member Azevedo stated that she has a real problem with moving ahead with these changes, specifically for the use of the Moreno Arena, and added that this is not the right time to make these kinds of changes as we are currently in the Ingalls RFP process. She suggested taking some of the group 2 users and moving them to the evenings, which would make better use of the facility. She stated that she does not support this at this time.

Council Member Bash stated that one difference between the sports fields and the arena is that more people work on the sports fields. He noted that the equestrians could take more responsibility to work on the maintenance of the arena. He would like to look at this further as the Ingalls RFP is in process, but noted that the City cannot keep carrying the arena.

City Manager Groves clarified that the fees are being set for the facilities that we manage.

Mayor Pro Tem Hanna stated that this should be looked into further and a small committee could be put together to meet with the local groups to discuss with them how much they can afford to pay.

Mayor Miller stated that the bottom line is that we subsidize Ingalls at \$500,000 per year and added that the RFP is in process for break-even purposes so that the City does not have to subsidize it. He stated that until such time that the RFP is completed, it makes sense to reduce the burden by approving this fee schedule.

Council Member Sullivan asked for clarification on the subsidizing of Ingalls at \$500,000. Director Petree noted that this is the overall costs for the entire facility at the George Ingalls Equestrian Event Center.

Council Member Azevedo stated that there are persons willing to help maintain the arena and noted the High School Rodeo kids have also volunteered to help. She added that the equestrian clubs are anxious to help set up a program like the youth sports clubs have and supports forming an ad hoc committee.

Council Member Bash stated that he agrees with Council Member Azevedo and noted that Norco is not all about the arena, but is about its trails, open space, large properties and safety. He noted that we need to figure out a way that equestrian groups can assist to recover the costs.

City Manager Groves confirmed that we are not ready to bring this forward and we need to find a process to handle this differently. She stated that either an ad hoc committee could be formed or this could be discussed at a Council study session.

The Council Members agreed that they would prefer the formation of an ad hoc committee.

M/S Sullivan/Bash to reject Attachment 4 – Changes to certain facilities use charge that eliminates groups 1 and 2 fee categories and wait for the results from the ad hoc committee. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

M/S Hanna/Azevedo to appoint an ad hoc committee to study the user fees as described in Attachment 4. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

M/S Sullivan/Hanna to appoint Mayor Pro Tem Hanna and Council Member Sullivan to serve on the ad hoc committee. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

City Attorney Harper cautioned the Council Members not to contact each other for input on this matter and noted that the ad hoc committee would not be subject to the Brown Act.

7. CITY COUNCIL ITEM FOR ACTION:

A. Appointments to Various City Commissions

The City of Norco has four commissions that advise the City Council on one or more aspects of City government. The Council has reviewed applications submitted for one vacancy on the Parks and Recreation Commission; two vacancies on the Planning Commission; and three vacancies on the Streets, Trails and Utilities Commission and is recommended to make appointments to serve 4-year terms on the respective Commissions.

Recommended Action: Appoint for four-year terms -- two persons to serve on the Planning commission; one person to serve on the Parks and Recreation Commission; and three persons to serve on the Streets, Trails and Utilities Commission. (City Clerk)

M/S Sullivan/Bash to appoint David Henderson and Greg Newton to the Planning Commission. The motion was carried by the following roll call vote:

**AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE**

Ted Hoffman. Mr. Hoffman removed his name from the applicant list for the Parks and Recreation Commission.

M/S Bash/Sullivan to appoint Corinne Holder to the Parks and Recreation Commission. The motion was carried by the following roll call vote:

**AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE**

The following votes were cast for the Streets, Trails and Utilities Commission:

Mayor Miller:

Streets, Trails and Utilities Commission:
1st Ballot: Cathey Burt, Ted Hoffman and Dennis Hutnik

Mayor Pro Tem Hanna:

Streets, Trails and Utilities Commission:
1st Ballot: Cathey Burt, Ted Hoffman and Rod Holland

Council Member Azevedo:

Streets, Trails and Utilities Commission:
1st Ballot: Cathey Burt, Ted Hoffman and Anthony Mauro

Council Member Bash:

Streets, Trails and Utilities Commission:
1st Ballot: Cathey Burt, Ted Hoffman and Rod Holland

Council Member Sullivan:

Streets, Trails and Utilities Commission:
1st Ballot: Cathey Burt, Ted Hoffman and Anthony Mauro

Cathey Burt and Ted Hoffman were appointed by a majority vote of the City Council to serve on the Streets, Trails and Utilities Commission.

With a tie vote between Rod Holland and Anthony Mauro, the Council voted by ballot for the third remaining Commission Member as follows:

Mayor Miller:

Streets, Trails and Utilities Commission:
2nd Ballot: Anthony Mauro

Mayor Pro Tem Hanna:

Streets, Trails and Utilities Commission:
2nd Ballot: Rod Holland

Council Member Azevedo:

Streets, Trails and Utilities Commission:
2nd Ballot: Anthony Mauro

Council Member Bash:

Streets, Trails and Utilities Commission:
2nd Ballot: Anthony Mauro

Council Member Sullivan:

Streets, Trails and Utilities Commission:
2nd Ballot: Anthony Mauro

Anthony Mauro was appointed by a majority vote of the City Council to serve on the Streets, Trails and Utilities Commission.

- B. Report and Recommendation from the Planning Commission Regarding the Definition of a "Barn."

At the May 19, 2010 meeting, the City Council sent back to the Planning Commission proposed ordinances to regulate accessory structures with direction that the ordinances are very close and some minor corrections and additions are needed to complete the process. One of those issues was the definitions of a "barn" and a "workshop." The City Council asked the Planning Commission to come up with definitions that would be adopted by resolution and included in guidelines and checklists to help applicants design the proper building and to help the Planning Commission with the approval process.

Recommendation: Accept the definition of a "barn" and direct staff to set a public hearing for the Planning Commission to make a recommendation on revised ordinances to regulate accessory structures. (Planning Director)

Planning Director King presented the City Council item stating that the recommended definition of a “barn” as a building used for permitted agricultural uses, storing farm products and sheltering livestock.

M/S Sullivan/Hanna to approve the definition of a “barn.” The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, MILLER, SULLIVAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Under discussion, Council Member Azevedo asked if this barn definition stating “farm products” includes farm vehicles. Planning Director King confirmed that it does.

8. PUBLIC COMMENTS OR QUESTIONS:

Pat Overstreet. Ms. Overstreet stated that the Ranch Tour brought in \$4,220.11 and attracted over 500 visitors, from 5 states and 59 cities. She noted a comment made by a man from Buffalo, New York that he had never seen a cactus before. She also commented on the graffiti on the traffic signs in Norco.

Susan Yasui. Ms. Yasui stated concerns regarding some negative public comments made regarding the new Norco Area Chamber of Commerce. She noted that they are working very hard to make this new organization a success and asked that whenever comments are made in public regarding the Chamber, that what is said will enhance what the public thinks of the new Chamber.

Julie Waltz. Ms. Waltz commented on the Julie Waltz First Amendment Policy created and noted that following the investigation by the State of California, she took them to court and won. She requested that the Council support Assemblyman Silva's Assembly Bill 2220, which would designate each regional center as a local agency and each of those agencies would be subject to the California Public Records Act.

9. OTHER MATTERS – COUNCIL:

Mayor Pro Tem Hanna:

- ↓ Stated that following his discussion with City Manager Groves, the trail problems were resolved on VanderMolen and Crestview. He thanked Public Works for taking care of this matter.
- ↓ Announced that the celebration of the Day of the Cowboy will be held on July 24. He noted that the grand entry will be dedicated to the branches of the Military and added that the flags from all 50 states were donated for use at the event.

Council Member Bash:

- ✦ Attended five Memorial Day services and was very impressed with each one.
- ✦ Announced the Sixth Street Banner Program. The cost will be \$90 for each banner, which includes the printing and hanging of the banners. Applications are available for 40 banners and will be on the City's Web Site tomorrow. The banners are planned to be hung by the 4th of July.
- ✦ Commented on the letters received regarding the A Mi Hacienda and noted that he has not personally witnessed any problems.
- ✦ Stated that a new Norco web site will be offered to any business free of charge and will be up and running in the next few weeks.
- ✦ Commented on the City's water problem last weekend and noted that the Public Works Department took care of it without many residents even being aware of the problem.

10. OTHER MATTERS – STAFF: N/A

11. ADJOURNMENT: There being no further business to come before the City Council, Mayor Miller adjourned the meeting at 9:38 p.m.

/bj-75755

REDEVELOPMENT AGENCY STAFF REPORT

TO: Chairman and Members of the Norco Redevelopment Agency

FROM: Beth Groves, Executive Director 

PREPARED BY: Dominic C. Milano, City Engineer 

DATE: June 16, 2010

SUBJECT: Acquisition Agreement for 1497 Second Street for the Second Street Widening Project

RECOMMENDATION: Adopt **CRA Resolution No. 2010-___**, authorizing the approval of an Acquisition Agreement in the amount of \$2,318.00 and accept the offer of street dedication of real property at 1497 Second Street (A.P.N. 125-150-019) to facilitate the Second Street Widening Project, and authorizing the Agency to enter into escrow for said property.

SUMMARY: In order for the Second Street Improvement Project to proceed, 120 square feet of real property at 1497 Second Street needs to be acquired with an additional temporary construction easement of 826 square feet by the Norco Redevelopment Agency ("Agency") for the widening of Second Street and the realignment of Valley View Avenue into Second Street. Negotiation with the affected property owner has been successful and an agreement has been reached to purchase the property for \$1,464.00 with an additional \$854.00 for the temporary easement.

BACKGROUND/ANALYSIS: On December 1, 2004, the Agency Board authorized the execution of the contract for professional services with DMC Design Group, Inc, for preparation of plans and specifications for the construction of the Second Street improvements between I-15 Freeway and Corona Avenue. The accepted design resulted in the need for certain properties along Second Street to relinquish portions of their frontage to accommodate the widening of Second Street. On September 7, 2005, the Agency Board authorized DMC Design Group to proceed with obtaining appraisals for those affected properties.

DMC Group retained Overland, Pacific & Cutler, Inc (OPC) as the Agency's acquisition consultant and to answer questions the property owners may have. The Agency also contracted with Boznanski & Company, an independent appraisal firm, to appraise all the affected properties. The Agency is in receipt of a three-volume report, prepared by Boznanski & Company, containing a complete appraisal of the 17 affected properties.

After the acquisition of two of the seventeen parcels, the Agency Board directed staff to obtain updated appraisals for a "sampling" of the remaining properties and for City staff to negotiate the purchases. City staff has received the updated appraisals and has successfully negotiated the

Acceptance of Real Property known
As 1497 Second Street
Page 2
June 16, 2010

purchase of 16 of these properties, two being full acquisitions. The purchase price of the remaining parcel has been negotiated, but the language in the agreement is still under review by the property owner.

It is recommended that the Agency Board formally approve the Agreement for this property acquisition (1497 Second Street, APN 125-150-019) and authorize the Agency to enter into escrow. Escrow fees are estimated to be an additional \$750.00 over the purchase price.

FINANCIAL IMPACT: Funds are appropriated in the FY 2009-10 Agency CIP Budget for the Second Street Right-of-Way Acquisition with a current fund balance of \$8,756.00. A fund deficit of \$7,536.00 will occur with this purchase of the final parcel. The agreed purchase price for the last right-of-way parcel is \$13,974.00 plus an escrow fee of approximately \$1,000.00. Agency staff has marketed the purchase of the surplus parcel at 1468 Second Street purchased with Second Street right-of-way funds to the adjacent property owner for a purchase price of \$60,000.00. This sale will reimburse the acquisition fund deficit. This agreement will be coming to the Agency in July 2010.

wrt/-75799

Attachments: CRA Resolution No. 2010-__
Agreement for Acquisition of Real Property

CRA RESOLUTION NO. 2010-__

A RESOLUTION OF THE NORCO REDEVELOPMENT AGENCY AUTHORIZING APPROVAL OF AN ACQUISITION AGREEMENT IN THE AMOUNT OF \$2,318.00 TO PURCHASE REAL PROPERTY AT 1497 SECOND STREET IN ORDER TO OBTAIN RIGHT-OF-WAY TO FACILITATE THE SECOND STREET WIDENING PROJECT, AND AUTHORIZING THE AGENCY TO ENTER INTO ESCROW FOR SAID PROPERTY.

WHEREAS, the Norco Redevelopment Agency ("Agency"), under provision of the California Community Redevelopment Law, is engaged in activities necessary for the execution of the Redevelopment Plan for Norco Redevelopment Project Area No. One ("Project Area"); and

WHEREAS, in order to effectuate the provisions of that Redevelopment Plan, the Agency proposed to purchase certain real property within the Project Area for the Second Street Widening Project; and

WHEREAS, the Agency and Owner have entered into agreement to purchase 120.47 square feet of property and 825.87 square feet of temporary construction easement located at 1497 Second Street in Norco, California for the widening of Second Street; and

WHEREAS, the terms of negotiations have been reached and a value has been reached to purchase the right-of-way and temporary construction easement in the amount of \$2,318.00.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The payment for funds for the acquisition of these properties is in accordance with Section 33445 (a) of the Community Redevelopment Law of the State of California, more particularly "that improvements are of benefit to the Project Area of or the immediate neighborhood in which the project is located."

SECTION 2. The Norco Redevelopment Agency in regular session assembled on June 16, 2010 hereby approves the acquisition of the real property and temporary easement located at 1497 Second Street and authorizes the Agency to enter into escrow.

PASSED AND ADOPTED by the Norco Redevelopment Agency at a regular meeting held on June 16, 2010.

Chairman, Norco Redevelopment Agency

ATTEST:

Secretary, Norco Redevelopment Agency

I, Brenda Jacobs, Secretary of the Norco Redevelopment Agency, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Norco Redevelopment Agency at a regular meeting thereof held on June 16, 2010 by the following vote of the Norco Redevelopment Agency Members:

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 June 16, 2010.

Secretary, Norco Redevelopment Agency

wrt/-75800

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council
Chairman and Members of the Norco Redevelopment
Agency

FROM: Beth Groves, City Manager 

PREPARED BY: Andy Okoro, Deputy City Manager/Director of Finance

DATE: June 16, 2010

SUBJECT: Approving and Adopting the City and the Norco
Redevelopment Agency Operating Budgets Including
Related Personnel Adjustments for Fiscal Year 2010-2011
and Authorizing Appropriations Therefrom

RECOMMENDATION: Adopt **Resolution No. 2010- ____** approving and adopting
the City Operating Budget and related personnel
adjustments for Fiscal Year 2010-2011 and authorizing
appropriations therefrom; and **CRA Resolution No. 2010-
____**, approving and adopting the Norco Redevelopment
Agency Budget and related personnel adjustments for Fiscal
Year 2010-2011 and authorizing appropriations therefrom.

SUMMARY: On May 18, 2010, City Council/Agency Board and staff held a workshop to discuss the City and Norco Redevelopment Agency Operating Budgets for the Fiscal Year 2010-2011. A public hearing was also conducted on June 2, 2010 during which staff presented and reviewed additional information on the Operating Budgets with the City Council/Agency Board. Staff is now recommending that the City Council/Agency Board conduct additional public hearing to receive public input on the Proposed Budget and to adopt the budgets at the end of the public hearing.

BACKGROUND/ ANALYSIS: Staff conducted Budget Workshop on May 18, 2010 for the City Council/Agency Board to review the Fiscal Year 2010-2011 Proposed Operating Budgets for the Agency and City. During the workshop, staff reviewed the Proposed Budget for each Operating Fund of the City and the Agency noting several options to be implemented to narrow the gap between estimated revenues and expenditures in the General Fund. On June 2, 2010, City Council/Agency Board conducted a public hearing on the Operating Budgets. During the public hearing, staff further reviewed the General Fund budget noting that the options identified during the May 18, 2010 workshop for reducing the budget shortfall have been incorporated into the Proposed. Since the public hearing on June 2, 2010, the only other changes to the

Proposed General Fund budget has been minor revision to estimated revenues to reflect additional revenues that could be generated as a result of changes to the City's General Fee Schedule approved on June 2, 2010. The net amount of the revisions is to increase estimated revenue by \$13,425.

City Position Reductions: As part of the efforts to reduce General Fund's estimated budget deficit, three paramedic positions been de-funded in the FY 2010-2011 Operating Budget. These positions will not be covered through constant staffing. Additionally, the Fire Chief's position and four other general services positions will be funded at part-time levels. The other positions to be funded at part-time levels during FY 2010-2011 are as follows:

1. Parks Superintendent
2. Accounting Clerk II
3. Senior Building Inspector
4. Executive Secretary
5. Permit Technician

The Proposed Budget includes cost savings of nearly \$250,000 from the conversion of the above listed full-time positions to part-time positions. The de-funding of three paramedic positions will provide estimated cost savings of \$389,000 during the Fiscal Year, while funding the Fire Chief's position at part-time level is estimated to provide cost savings of nearly \$104,000 between the General Fund and Redevelopment Agency Funds. So, the overall estimated savings from the identified position changes is \$743,000.

Unforeseen General Fund Emergencies Reserve On August 5, 1998, the City Council adopted City Council Resolution 98-53 establishing "unforeseen emergencies" reserve equal to 25% of current General Fund budget. Based on the current estimated FY 2010-2011 General Fund expenditures of \$15,310,353 (see Attachment A), the amount of the emergency reserve as of the end of Fiscal Year 2010-2011 should be \$3,827,588. However, due to estimated draw from this reserve of \$283,527 in the current FY 2009-2010 and additional estimated draw of \$2,197,762 to balance FY 2010-2011 General Fund Budget, the estimated emergency reserve balance on June 30, 2011 is \$1,346,299. Because the estimated remaining emergency reserve amount is \$2,481,289 less than the amount required by City Council Resolution 98-53, the Proposed FY 2010-2011 budget requires a 4/5 super-majority vote of the City Council to adopt.

Additional summary information regarding the Operating Budgets can be found in the City Manager's Transmittal Budget Message and the Budget Overview Information

Resolution No. 2010-____, CRA Resolution. No. 2010-____,

Approving FY 2010-11 Budget

Page 3

June 16, 2010

provided in the budget document. Detail departmental and Fund budget information are contained in the budget document.

FISCAL IMPACT: Attachment A provides a summary of estimated beginning fund balance, estimated revenues, transfers, expenditures and estimated ending fund balance for each Operating Fund. Attachment B provides the projected fund balance for the General Fund including the estimated cumulative excess draw from the General Fund emergency reserve. The total estimated fund balance for the General Fund by the end of Fiscal Year 2010-2011 is \$1,346,299

/jk-75764

Attachments: Resolution No. 2010-____

CRA Resolution No. 2010-____

Mayor's Budget Message

City of Norco
Fiscal Year 2011





CITY of NORCO

CITY HALL • 2870 CLARK AVENUE • NORCO CA 92860 • (951) 735-3900 • FAX (951) 270-5622

June 16, 2010

My Fellow Norconians:



May you live in interesting times!

I am honored to serve as the Mayor of the City of Norco and represent such passionate and committed residents, especially during these “interesting” times. Herewith, I present the Operating Budgets for the City of Norco and the Norco Redevelopment Agency for Fiscal Year 2010-2011. The budget is a financial and management document. In addition, it also outlines the priority policies and regulatory and legal responsibilities of our organization.

This year has brought unprecedented financial challenges to our City, state and nation. The impact on City revenues has been dramatic and has required some tough decisions with regard to cutting expenditures and levels of service. Despite these cuts, I believe the budget keeps long standing priorities in place, including streets and trails maintenance, programs for our senior citizens, sports programs for our youth, law enforcement, fire protection and emergency medical services.

Unfortunately, the City has had to draw on its reserves to balance the budget. The reserve fund balance is now at a disturbingly low level. It may be inadequate in the event of a true emergency, such as a natural disaster. An adequate reserve fund balance is also required for cash flow purposes. Because the revenues to the City are received in irregular intervals and varying amounts, there is a minimum of reserves necessary to pay bills and meet payroll.

I appeal to your forbearance and understanding as we cut services to enable us to live within our means. There are many people hard at work to find additional sources of revenue, without raising taxes, so that the City can deliver the services which we have all come to expect.

CITY COUNCIL

MALCOLM MILLER
Mayor

BERWIN HANNA
Mayor Pro Tem

KATHY AZEVEDO
Council Member
Mayor's Message i

KEVIN BASH
Council Member

HARVEY SULLIVAN
Council Member

If we abide by the "Cowboy Code of Ethics" I have every confidence that we will make it through these "interesting" times:

**Live with courage;
Take pride in your work;
Finish what you start;
Do what's necessary;
Be tough but fair;
Keep promises;
Ride for the brand;
Talk less and say more;
Remember that some things are not for sale; and
Know where to draw the line.**

I remain yours in service,



Malcolm G. Miller, M.D.
Mayor

City Manager's Transmittal Letter

City of Norco
Fiscal Year 2011





CITY of NORCO

CITY HALL • 2870 CLARK AVENUE • NORCO CA 92860 • (951) 735-3900 • FAX (951) 270-5622

June 16, 2010

Honorable Mayor and Members of the City Council:

This budget document defines how the City of Norco will use its financial and human resources during Fiscal Year 2010-2011, which begins July 1, 2010. The economic uncertainty of the past years is expected to continue. We have seen dramatic declines in sales tax, which is the City's number one revenue source. This, combined with fallen property values and continued declines in construction and new investment, has amplified the City budget's structural imbalance.

As has been the case in recent years, reducing the structural imbalance will require the use of one-time revenues, expenditure reductions, and operational restructuring. In February of this year, the City Council implemented mid-year budget cuts. Even with those actions, cuts in all City departments and approximately \$2 million in additional cuts and use of one-time revenues, projections for next year show revenues continuing to plummet.

The Fiscal Year 2010-2011 budget includes discretionary expenditures of nearly \$13.3 million and non-discretionary expenditures of \$2 million, for total General Fund expenditures of nearly \$15.3 million. This includes a General Fund revenue shortfall of \$2.2 million. This shortfall will be made up with dwindling General Fund reserves. This action will leave the City with a meager 8.6 percent General Fund reserve.

Key Actions to Balance the Fiscal Year 2010-2011 General Fund Budget:

- 1. Contract reduction with Riverside County Sheriff's Department.** The annual contract will be reduced by \$675,994 by eliminating three motor officer positions. Fewer officers result in a decrease in revenues from fines and penalties. Therefore, the net savings to the General Fund from this action will be \$479,794.
- 2. Fire Department budget reductions.** With the concurrence of the Norco Firefighters Association, three firefighter/paramedic positions will be eliminated, bringing a General Fund cost savings of \$389,000. Additionally, the Department's overtime budget will be reduced by \$68,255. Another \$57,764 will be saved to the General Fund by continuing to staff the Fire Chief position on a part time basis.

CITY COUNCIL

MALCOLM MILLER
Mayor

BERWIN HANNA
Mayor Pro Tem

KATHY AZEVEDO
Council Member
Budget Message iii

KEVIN BASH
Council Member

HARVEY SULLIVAN
Council Member

3. **Reduce funding to Post Retirement Health Fund.** This action will result in a savings of \$250,000. Based on an actuarial analysis completed by a City-hired independent consultant two years ago, the City is required to contribute a certain amount to a Trust Fund to pre-fund the future cost of retiree health benefits. For Fiscal Year 2010-2011, the amount estimated to be contributed by the City is \$549,000. Due to the ongoing structural budget deficit in the General Fund and the City's previous contribution to the Trust Fund, the Fiscal Year 2010-2011 contribution can prudently be reduced by \$250,000.
4. **Defer contributions to Equipment Replacement Fund.** Typically, the General Fund makes annual contribution to the Equipment Replacement Fund for future replacement of vehicles and related equipment. This deferral will provide a savings of \$117,000 from the Fire Department's contribution and \$28,700 from other various department contributions.
5. **Defer contribution to Information Technology Fund.** Annual contributions to the Information Technology Fund are made in order to accumulate funds for future replacement of the City's phone and technology systems. Given the current demand on scarce General Fund resources, suspending this contribution will save \$100,000.
6. **Transfer Unallocated Balance Developer Agreement (DAG) Fund.** Currently, the Developer Agreement Fund, containing discretionary funds collected by the City in Fiscal Year 2003-2004, has an unallocated balance of \$600,000 that can be transferred to the General Fund to reduce the current budget deficit. This transfer will increase revenues to the General Fund by \$600,000 in Fiscal Year 2010-2011.

Conclusion:

Although this budget balances expenditures with anticipated revenues, it remains structurally unbalanced due to the use of one-time revenues, deferrals and reserves. These are not long-term budget solutions, but rather, measures adopted to meet very short-term needs.

While discussion of the annual budget is often on the General Fund revenues and services, this document also shows challenges in the Redevelopment Agency Funds (RDA). A major contributor to the depleted RDA resources is action taken by the State of California that shifted monies from local redevelopment agencies to the State of California in efforts to solve its budget woes.

The Norco RDA was required to pay \$4.9 million in Fiscal Year 2009-2010 and will be called upon for another \$1 million in Fiscal Year 2010-2011. This action comes at a time when revenues to the RDA are at an all-time low as well.

As the City continues to provide services in these challenging economic times, it is even more important than ever before for the community, City Council and City management staff to work together to identify additional revenues and make tough policy decisions to reduce expenditures in critical service delivery areas.

In closing, I want to express my personal appreciation for the work of the City's management team and employees throughout the organization in preparing this budget and managing its impacts. I specifically want to acknowledge the efforts of Andy Okoro, Deputy City Manager/Director of Finance; Jan Kordik, Executive Secretary; and Brenda Jacobs, City Clerk, for their efforts in preparing the budget document and presentation materials.

Respectfully submitted,

A handwritten signature in blue ink that reads "Beth Groves". The signature is written in a cursive, flowing style.

Beth Groves
City Manager

CITY AND REDEVELOPMENT AGENCY BUDGET OVERVIEW

The City and the Community Redevelopment Agency (CRA) Operating Budgets are summarized by departments and funds. The presentation of budget by fund is intended to demonstrate and ensure legal restrictions over the inflow and use of the various financial resources that are available to the City and the CRA. The budget is also presented by departments to show the level of budgetary control for each department of the City and Agency and to show how financial resources are allocated to the various programs and services that are provided to the residents of Norco.

The City's Operating Budget consists of the following funds:

1. General Fund
2. Gas Tax Fund
3. Storm Drainage Fund
4. Miscellaneous Grants Fund
5. Water Fund
6. Sewer Fund

The Community Redevelopment Agency comprises of the Following funds:

1. Redevelopment Tax Increment and Debt Service Fund
2. Low and Moderate Income Housing Fund
3. Community Development Block Grant (CDBG) Fund

GENERAL FUND BUDGET SUMMARY

The General Fund is the chief Operating Fund of the City. It is used to budget for all the governmental activities of the City except for those that are required to be budgeted and/or accounted for in other funds to meet legal requirements and restrictions or that are required to be budgeted and/or accounted separately for the efficient financial administration of the City.

General Fund revenues consist primarily of taxes, franchise fees, user fees and overhead reimbursement/transfers from other funds. Expenditures which consist of salaries, benefits, supplies, contractual services, maintenance, rentals and utilities are allocated to provide public safety, community services, parks, recreation, animal control, engineering, public works and administrative services to the residents of Norco. For Fiscal Year (FY) 2010-2011, total estimated revenues for the General Fund is \$13.1 million while total estimated expenditures are \$15.3 million. The estimated difference of \$2.2 million between revenues and expenditures is to be covered by drawing from remaining fund balance.

General Fund Revenues

General Fund revenues for FY 2010-2011 are estimated based on the most available information through May 2010. These estimates are subject to change as more information becomes available throughout the year. Consequently, staff anticipates that revisions to the current estimates will be necessary.

Property Tax: Property tax revenues are projected to remain flat from FY 2009-2010 year-end estimates. Staff projects property tax revenues based on the assessed value of real property in the City of Norco. The County of Riverside is responsible for determining the value of real property within the County. The final assessed value for FY 2010-2011 budget year is expected to be provided to Cities in late August. However, based on preliminary information from the City's property tax consultant, assessed valuation is estimated to essentially remain flat in FY 2010-2011 from FY 2009-2010 levels. Consequently, no change is forecasted for property tax revenues for FY 2010-2011.

Sales Tax: For many years, sales tax has represented the highest percentage of General Fund revenues. However, since FY 2007-2008, sales tax revenues have continued to decrease from the peak of \$6.2 million in FY 2006-2007 to estimated amount of \$3.1 million in the Fiscal Year ending June 30, 2010. While recent trends suggests that sales tax revenues may have bottomed out during FY 2009-2010, overall estimated sales tax receipts of \$3.4 million in FY 2010-2011 is still slightly more than half of the \$6.2 million amount received at the peak in FY 2006-2007. While the rapid decline in sales tax receipts is part of the steep national recession that began in 2008, it is to be noted that, the City's sales tax decline of nearly 50% is much higher than the average countywide decline during the same period. The primary reason for this is the City's high reliance on sales tax from auto sales. Over the last two years, three of the five new car dealers in the City have gone out of business. As a result, sales tax from auto sales which used to account for nearly 40% of total sales tax revenues is estimated to account for only 22% of the substantially reduced total sales tax revenues in FY 2010-2011. For these reasons, no significant improvement in General Fund overall revenue can be anticipated in the near term.

Other Taxes: Other taxes which include public safety sales tax, business license tax, transient occupancy tax and property transfer tax are projected to increase by nearly 5% from FY 2009-2010 year end amount due mainly to anticipated slight increase in public safety sales tax and transient occupancy (bed) tax. As the national and local economies recover during the upcoming fiscal year, slight increase of about 5% is forecasted for bed tax and public safety sales tax. Public safety sales tax is based on countywide collections. The situation with real estate sales on which property transfer tax is based is still very uncertain. Due to this uncertainty, no change has been projected for property transfer tax. Likewise, business license tax revenues are projected to remain flat due to continuing weakness in general economic conditions. Over the past two years, staff have

used several data matching sources to ensure that businesses operating in the City are adequately identified and business license taxes are collected. These efforts will continue in the upcoming fiscal year but are not anticipated to increase revenues.

Franchise Fees: Cable television, electric and gas franchise revenues are based on most recent year's receipts. For FY 2010-2011 the projections are based on FY 2009-2010 actual receipts except that gas franchise revenues are projected based on the average receipts for the last two years. During FY 2009-2010, gas franchise revenue receipts dropped significantly due to unusually high decline in the price of natural gas. Even though, refuse rates are projected to increase by 1.9% change in Consumer Price Index (CPI), the revenue projection for refuse franchise fee is expected to remain flat because the gain from the change in CPI is expected to be offset by reduced demand for services.

Motor Vehicle License Fees: The bulk of VLF receipts are allocated to local governments by state based on assessed value of real property in each local jurisdiction. An immaterial amount is allocated based on population. Since the new allocation formula went into effect in 2003-2004 as part of the "triple flip" arrangement by the state, the city's annual receipt has not changed materially from year to year. However, during the current Fiscal Year 2009-2010, the state's collection of motor vehicle license fees declined by nearly 13% due to lower than anticipated registration of new motor vehicles. The revenue estimate for FY 2010-2011 is based on the FY 2009-2010 estimated final allocation amount.

Fines and Penalties: Fines and penalties consist primarily of receipts from vehicle code violations; parking citations and vehicle impound charges. Revenue receipts from this category are projected to decrease by nearly 52%. With the loss of three motor traffic officers, issuance of traffic violation citations will be significantly reduced. Related vehicle impound fees are also projected to be significantly reduced due to the elimination of these traffic officers. Parking citations revenues are expected to be flat from FY 2009-2010 reduced level. The FY 2009-2010 receipt of parking citation revenues was low due to the loss of two Community Service Officers in FY 2009-2010.

Community Development Fees: Community development revenues which include engineering, planning and building fees have been declining each year for the last six years. The decline is projected to continue in FY 2010-2011 due to significant decrease in construction activities. These fees are estimated based on projected building and related activities in the city for the upcoming year. Estimated revenues for FY 2010-2011 reflect a decrease of 32% over FY 2009-2010 year-end estimated amount.

Community Services and Recreation Fees: Community services and recreation fees are based on currently approved fees and estimated participation levels. Projected revenues for FY 2010-2011 reflects 4% increase from FY 2009-2010 due mainly to estimated slight increase in Wee People Program revenues.

Overhead Reimbursements and Transfers: Overhead reimbursements and transfers to the General Fund from other funds represent each transferring fund's share of overhead costs which are paid by the General Fund. The reimbursement to the General Fund from other funds including enterprise, community facilities districts, landscape maintenance districts and capital projects funds is based on the most recent cost allocation plan. Examples of costs paid by the General Fund and proportionately reimbursed by other benefiting funds are general administrative costs, liability insurance premiums, workers compensation premiums, rents, retiree medical insurance and self-insurance expenses. Overhead reimbursements and transfers are projected to decline in FY 2010-2011 by 32% due to one-time transfers included in the FY 2009-2010 which are not included in FY 2010-2011. These one time transfers include GASB 45 funding initially paid by the General Fund and subsequently reimbursed by enterprise funds and AB 1389 transfer from the RDA.

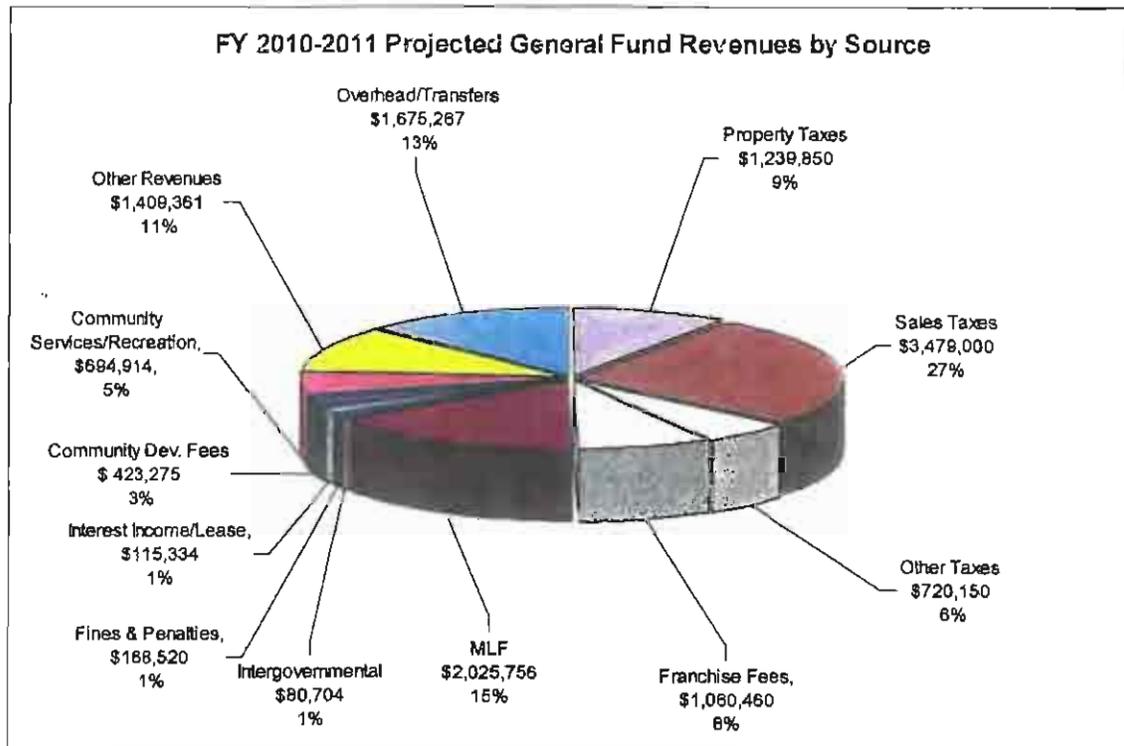
The table and chart below provides a summary of General Fund revenues by source. The chart includes FY 2009-2010 amended budget and year-end estimates for comparative purposes.

GENERAL FUND REVENUES BY SOURCE

Revenue Category	FY 2009-2010 Amended Budget	FY 2009-2010 Year-End Estimate	FY 2010-2011 Adopted Budget	Change
Property Tax	\$ 1,244,608	1,244,608	1,239,850	-0.38%
Sales Tax	3,100,000	3,200,000	3,479,000	8.72%
Other Taxes	686,875	687,161	720,150	4.80%
Franchise fees	1,109,879	1,047,549	1,080,460	3.14%
Motor Vehicle License Fees	2,329,000	2,025,756	2,025,756	0.00%
Intergovernmental	87,795	80,325	80,704	0.47%
Fines & penalties	378,800	352,085	168,520	-52.14%
Interest/Lease Income	140,010	140,010	115,334	-17.62%
Community Development Fees	597,034	610,205	423,275	-30.63%
Community Services?recreation	684,198	666,797	694,914	4.22%
Other Revenues	1,515,300	1,311,380	1,409,361	7.47%
Overhead reimbursements/Transfers	2,448,990	2,450,512	1,675,267	-31.64%
Total	14,322,489	13,816,388	13,112,591	-5.09%

As can be seen from the chart above, total General Fund revenues for FY 2010-2011 are projected to be 5% lower than the FY 2009-2010 estimated year-end

amount. The bulk of the decrease is due to one-time transfer of revenues from other Funds for AB1389 and post retirement healthcare costs in FY 2009-2010.



Property tax, sales tax (including public safety sales tax) and motor vehicle license fees make up 53% of total General Fund revenues. These revenues are subject to the control and frequent raid by the state. Franchise fees and other taxes (excluding public safety sales tax) which are considered locally generated taxes make up only 14% of the budget. The remainder of General Fund revenues including overhead reimbursements, community services, community development fees and other revenues are internally generated user charges which make up 33% of total revenues.

General Fund Expenditures:

General Fund expenditures are estimated based on staffing, service levels and third party costs. Staffing costs like benefits include third party costs such as group health insurance premium and pension contribution to California Public Employees Retirement System. The FY 2010-2011 budget assumes that medical insurance premium rates will increase by 5% during the second half of the Fiscal Year while PERS employer contribution rates will go from 16.705% to 17.043% and 12.590% to 13.772% for miscellaneous and safety plans respectively. Other significant third party costs in the General Fund expenditure budget include sheriff's contract cost, liability and workers compensation premium. Reductions to sheriff contract cost can only be achieved through service level reductions; while liability and workers compensation premium are generally fixed and not easily reduced in the short term.

For FY 2010-2011, total General Fund expenditures are projected to be \$15.3 million compared to \$16.1 million estimated year-end for FY 2009-2010. The projected decrease of \$0.8 million or 6.5% is net of cost increases to third party items. Further analysis regarding material changes between the FY 2010-2011 budget and FY 2009-2010 estimated year-end is provided on a department by department basis immediately after the chart and schedule below which summarizes General Fund expenditures by function.

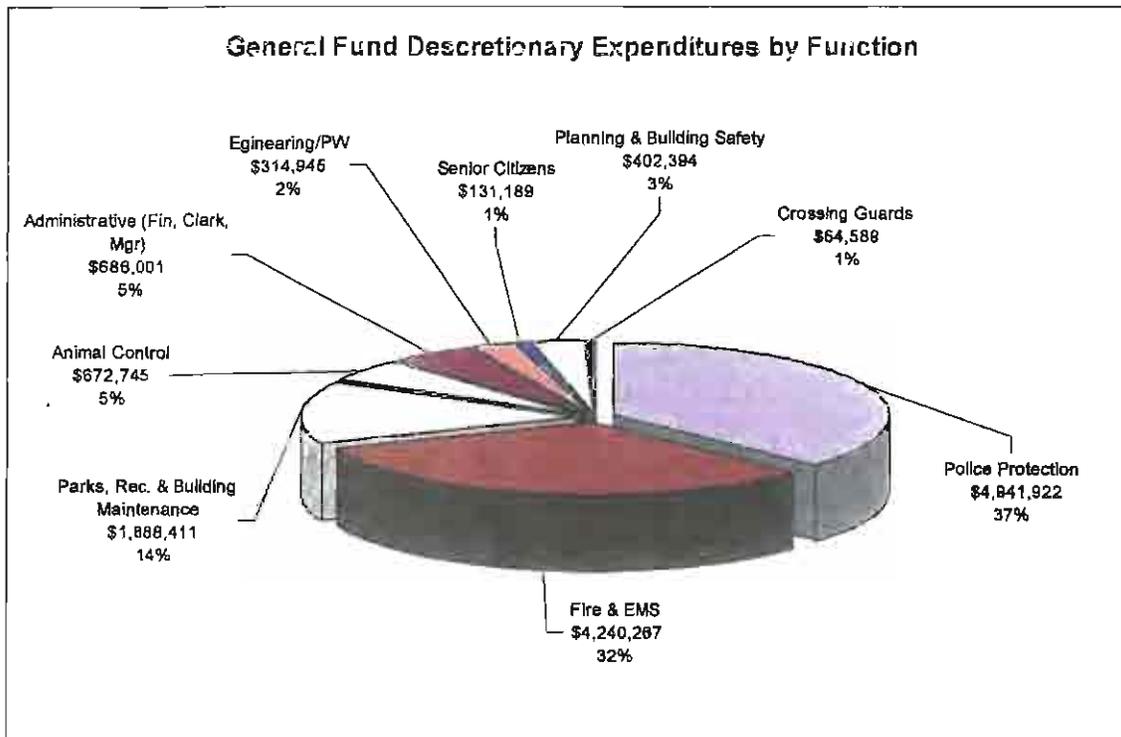
Summary of Discretionary General Fund Expenditures by Function

	FY 2009-2010 Estimated Year-end	FY 2010-2011 Adopted Budget	Change
Police Protection	\$ 5,321,586	4,941,922	(379,664)
Fire & EMS	4,404,324	4,240,267	(164,057)
Parks, Rec. & Building Maintenance	1,964,947	1,888,411	(76,536)
Animal Control	654,605	672,745	18,140
Administrative (Fin, Clerk, Mgr)	651,703	686,001	34,298
Engineering/Public Works	407,751	314,945	(92,806)
Senior Citizens	120,469	131,189	10,720
Planning & Building Safety	499,305	402,394	(96,911)
Crossing Guards	64,589	64,589	-
Total Discretionary Expenditures	\$ 14,089,279	13,342,463	(746,816)

Summary of Non Discretionary General Fund Expenditures

Non Departmental	1,601,560	1,520,960	(80,600)
City Council	57,733	52,146	(5,587)
City Attorney	52,866	75,722	22,856
Wee People	277,607	319,064	41,457
Total Non Discretionary	1,989,766	1,967,892	(21,874)
Total Estimated General Fund Expenditures	\$ 16,079,045	15,310,355	(768,690)

As reflected by the chart on the next page, public safety costs consisting of police and fire protection make up 69% of total discretionary General Fund expenditures. Additional 26% of the budget is for direct program expenditures including parks, public works, animal control, building safety, senior citizens, building maintenance; while 5% is devoted to general administrative services including city management and other support functions.



Police Protection: Police protection services are provided to the City through a contract with the Riverside County Sheriff Department. Under the contract, the City pays the full cost of each Full Time Equivalent Deputy Sheriff that the City contracts for plus related allocated facility, equipment and support costs. The FY 2010-2011 Proposed Budget includes the elimination of three motor officers from the contract with the County. The total budget for FY 2010-2011 for the department is \$4,941,922 which represents a net reduction of nearly \$400,000 from the estimated FY 2009-2010 year-end estimates. The gross expenditure reduction from the elimination of three motor officers is approximately \$676,000. However, when estimated patrol contract rate increase of 5% and adjustments for additional overtime is factored, the net cost reduction to the budget from FY 2009-2010 estimated year-end total is estimated to be \$400,000.

It is to be noted that of the total FY 2010-2011 General Fund budget for police, nearly \$4,589,000 is for direct law enforcement contract. Other costs include about \$79,000 for assigned City employee; \$129,000 for other contracted services through the County, Internal Service Fund charges \$87,000 (computing and computer operations and vehicle operations and maintenance costs); supplies, services, rentals, utilities, \$39,000 and Citizens on Patrol \$18,000. The budget for Citizens on Patrol is mostly for vehicle operation and maintenance.

Fire Protection and Emergency Medical Services: The City operates a full service fire suppression and emergency medical services department. The FY 2009-2010 budget provided for full funding for 12 paramedic/fire fighters; a fire

chief, two battalion chiefs, six captains, six engineers and a fire prevention specialist. The Proposed Budget for FY 2010- 2011 includes the elimination of three paramedic positions effective July 1, 2010. In addition, the position of fire chief is funded as a part-time position in the FY 2010-2011 budget. The total department's estimated General Fund expenditures for FY 2010-2011 is \$4,240,267 compared to FY 2009-2010 estimated year-end amount of \$4,404,324 for net expenditure reduction of approximately \$164,000. The estimated cost savings to the General Fund from the elimination of three paramedic positions and the part-time funding of the fire chief's position is \$447,000. The budget was also reduced by additional \$68,000 through re-calculation of overtime for total gross cost reduction of nearly \$515,000.

However, due to increases to third party costs including pension contribution, health insurance premium and contracted services for equipment repairs, the net reduction to the budget is \$164,000. The difference between gross expenditure reduction of \$515,000 and net expenditure reduction of \$164,000 is accounted as follows:

- The FY 2010-2011 budget includes a placeholder for expenditures of nearly \$253,000 for strike team and urban search and rescue missions. Actual expenditures will not be made unless department employees are called out on strike team incidents. If they are called out for actual strike team incidents, all expenditures incurred by the City will be reimbursed by third parties.
- Increases to third party costs including pension rates, health insurance premium and contract services for equipment repairs and maintenance is \$98,000.

Parks, Recreation and Building Maintenance: Expenditure projections for parks and recreation programs are based on expected service levels. The same is generally true for building maintenance except that utility costs consisting of electric, gas, and telephone are to some extent fixed. The FY 2010-2011 projected expenditure budget for the Parks, Recreation and Building Maintenance Divisions is \$1,888,411 compared to FY 2009-2010 estimated year-end amount of \$1,964,947 for net expenditure reduction of \$76,536. Most of the reduction is in the Parks Maintenance Division where the position of Parks Superintendent is not funded and instead replaced with a lower level part-time staff. Total estimated savings from this proposed personnel adjustments is \$84,000. Aside from the reduction associated with personnel changes, other line items in the budget such as contractual services were also reduced. However, these reductions were offset by increases in medical insurance premiums and pension contributions.

Animal Control Division: The FY 2010-2011 Proposed Budget for the Animal Control Division reflects estimated expenditures of \$672,745 compared to FY 2009-2010 estimated year-end amount of \$654,605. The projected budget increase of \$18,140 consists of increases associated with medical insurance premium, software upgrade and the purchase of equipment for disease control.

Senior Citizens Division: The Senior Citizens Program is funded partly by the General Fund and partly by grants from the Riverside County Transportation Commission (RCTC). The General Fund portion of the budget for FY 2010-2011 is estimated to be \$131,189 compared to \$120,469 for FY 2009-2010. The increase in the General Fund is necessary to provide matching fund for FY 2010-2011 grant fund from RCTC.

Administrative Departments: The administrative departments include the City Manager, City Clerk and Fiscal and Support Services functions. These functions are support functions providing services to other operating departments and non General Fund functions such as water, sewer and redevelopment. Fiscal and Support Services Department cost of salaries and benefits are charged directly to the General, Water, Sewer and Redevelopment Funds based on the estimated amount of direct services provided to these Funds. Likewise, the City Manager's and City Clerk's Office salaries and benefits are also directly charged to the General Fund and Redevelopment Agency Funds based on the estimated benefits received by each Fund. The Water and Sewer Funds are charged overhead reimbursement through cost allocation to capture the cost of support services provided by the City Manager and City Clerks Office.

The FY 2010-2011 Proposed Budget reflects total General Fund estimated expenditures of \$686,001 for the administrative departments compared \$651,703 for FY 2009-2010. The total General Fund estimate consists of \$134,360 for the City Clerk, \$128,399 for the City Manager and \$423,342 for Fiscal and Support Services. After accounting for slight increases associated with medical insurance premium and pension costs, the City Clerk's budget still decreased by nearly \$10,000 due to reduction in election costs. Fiscal and Support Services Department budget increased by a net \$37,312 due to re-allocation of costs from the Redevelopment Funds to the General Fund and the increase associated with medical and pension costs.

Engineering/Public Works: Engineering and public works functions included in the General Fund consist of public works inspection, engineering administration and parkway maintenance. The total estimated General Fund expenditures for these activities in FY 2010-2011 is \$314,945 which represents a decrease of \$92,806 from the current FY 2009-2010 estimated year-end amount. The net decrease in the overall budget for the three divisions consists of the following:

1. Increase of \$22,030 in Parkway Maintenance Division due to increase allocation for trail maintenance and the purchase of related special supplies and equipment;

2. Decrease of \$9,209 in the Engineering Division primarily due to net decrease in salaries and benefits related to the downgrade of a full time Permit Technician to part-time position.
3. Decrease of \$105,627 from the elimination (after retirement) of the position of Public Works Inspection Supervisor during FY 2009-2010.

Planning and Building Safety Division: This budget consists of planning and building services. The FY 2010-2011 General Fund Budget for these activities is \$402,394 compared to estimated expenditures of \$499,305 for FY 2009-2010. This represents net budget reduction of \$96,911. This net reduction after accounting for the cost increases associated with medical and pension costs is attributable to the conversion of the Executive Secretary and Senior Building Inspector positions from full time to part-time positions.

Non Departmental General Expenditures: Expenditures budgeted as non departmental are those that are not easily traceable to specific City departments are programs. Examples of these expenditure items are premium and third party administration costs related to the City's workers compensation and general liability self insurance programs; medical insurance costs for retirees; claims settlement expenditures, and General Fund transfers to other Funds. The FY 2010-2011 budget reflects \$1,520,960 total projected expenditures compared to FY 2009-2010 estimated year-end total expenditures of \$1,601,560. The following describes the material changes in the budget:

1. The FY 2010-2011 includes nearly \$50,000 to account for projected increase in retiree medical insurance premium due to new retirements and projected increase in insurance premium;
2. The FY 2010-2011 budget includes nearly \$300,000 to partially fund the estimated past service cost of post retirement healthcare costs as required by Governmental Accounting Standards Board Statement No. 45. No funding was provided in FY 2009-2010.
3. The cost of excess liability premium under the City's self insurance program is expected to be higher by \$67,000. In FY 2009-2010, the City received return premium from the Insurance Pool. While it is likely that another refund could be received in FY 2010-2011, the amount in the budget reflects the deposit premium required by the Pool for next Fiscal Year.
4. On the bright side, the FY 2009-2010 included \$500,000 transfer to the Insurance Fund to provide for reserves required for workers compensation and general liability outstanding claims. The FY 2010-2011 budget does not include provision for additional reserves.

Unforeseen General Fund Emergencies Reserve: On August 5, 1998, the City Council adopted City Council Resolution 98-53 establishing “unforeseen emergencies” reserve equal to 25% of current General Fund budget. Based on the current estimated FY 2010-2011 General Fund expenditures of \$15,310,353 the amount of the emergency reserve as of the end of Fiscal Year 2010-2011 should be \$3,827,588. However, due to estimated draw from this reserve of \$283,527 in the current FY 2009-2010 and additional estimated draw of \$2,197,762 to balance FY 2010-2011 General Fund Budget, emergency reserve balance on June 30, 2011 is estimated to be \$1,346,299. This amount is \$2,481,289 less than the amount required by City Council Resolution 98-53.

WATER FUND BUDGET SUMMARY

The outlook for the Water Fund Operating Budget is generally positive. While the cost of purchased water which is the largest share of the fund's operating expenses continues to rise due to pass-through costs from “take or pay” water purchase agreements, the City is completing several capital projects that will expand the City's ability to produce, store and distribute domestic water. Examples of these projects are construction of new reservoirs and expansion of treatment plants and waterlines. Over the last four years, long accumulated working capital deficit of nearly \$2 million has been eliminated through expenditure control and rate adjustments. In order to avoid accumulating future deficits and to build reserve needed for future capital replacements, staff will be reviewing rate structures in the near future.

Water Fund Revenues

Water Fund revenues are derived primarily from water sales to residential, commercial and industrial customers within City limits. The revenues are projected based on approved rates and estimated level of consumption. For FY 2010-2011 budget, projected revenues assumes no change in rates due to the fact that the last approved rate adjustment was implemented in FY 2009-2010. Additionally, the projected revenues assume no change in consumption. The total estimated revenues for FY 2010-2011 is \$7.3 million which is slightly lower than \$7.5 million in total revenues estimated for FY 2009-2010. FY 2009-2010 revenues includes \$406,000 one-time return of capital contributions from the Chino Basin Desalter Authority.

Water Fund Expenditures

Water Fund expenditures consists primarily of purchased water, utilities, debt service, salaries and benefits, maintenance and services, internal service fund charges and overhead reimbursements to the General Fund. The total estimated FY 2010-2011 expenditures is slightly over \$7.5 million. This means that estimated expenditures will exceed estimated revenues by more than \$200,000. Total estimated expenditures of over \$7.5 million is slightly higher than FY 2009-2010 total estimated expenditures of \$7.4 million. The expenditure highlights are as follows:

1. Purchased water, utilities and pump tax \$4,438,00
2. Debt service \$1,070,968
3. Salaries and benefits \$944,230
4. Overhead reimbursement \$362,216
5. Internal service fund charges \$135,266
6. Transfers out to General Fund for street repairs \$127,223

SEWER FUND BUDGET SUMMARY

The Sewer Fund is currently facing significant operating pressure due to sewer rates that have not kept up with high fixed costs required to operate and maintain the sewer system. The system is capital intensive requiring capital costs which are funded primarily through the issuance of debt. Additionally, third party operating and maintenance costs are continuing to increase.

Sewer Fund Revenues

Sewer Fund revenues are derived from sewer service charges on residential, commercial and industrial customers. Most of Sewer Fund revenues (estimated at 83%) are from the fixed component of the rate which is currently \$40 per month for all connected customers. All residential customers connected to the system pay only the fixed monthly \$40 rate. The remaining revenues (estimated at 17%) is derived from the variable rate component which is only assessed to commercial and industrial users at the rate of \$6 per month for all units exceeding the base unit of 10 per month. The total estimated sewer charge revenues for FY 2010-2011 is \$4.2 million which is essentially the same as estimated year-end amount for FY 2009-2010. The projection assumes no rate change. The last phase of the rate adjustment approved by the City Council was implemented July 1, 2009.

Sewer Fund Expenditures

Sewer Fund expenditures consists primarily of debt service, contractual sewer operations and maintenance costs, salaries and benefits, in-house maintenance costs, internal service fund charges and overhead reimbursements. The total estimated FY 2010-2011 expenditures of the Sewer Fund is \$4.6 million which exceeds projected revenues by \$353,000. This compares to FY 2009-2010 year-end estimate of \$4.4 million. The following is a summary of key expenditure categories:

1. Debt service \$1,799, 787
2. Contractual services \$1,661,358
3. Salaries and benefits \$527,938
4. Overhead reimbursement \$200,000
5. Internal service fund charges \$115,211
6. Transfers out for street repairs \$127,223

GAS TAX BUDGET SUMMARY

Gas Tax Fund resources are derived from state allocation of gasoline tax. Also included in this Fund is the City's allocation from the state of Proposition 42 traffic congestion relief revenues. Expenditures from this fund are restricted by the state to eligible streets and roads items. The total estimated revenues for FY 2010-2011 is \$707,026 compared to total estimated expenditures of \$685,066. Of significant importance is that receipt of gas tax revenues from the state will be delayed for the first nine months of the Fiscal Year. This action will negatively impact cash flows. It is also to be noted that there is still ongoing debate at the state level on the possibility that the state will ultimately raid this revenue source from local governments.

REDEVELOPMENT AGENCY OPERATING BUDGET OVERVIEW

The operating activities of the Norco Community Redevelopment Agency (Agency) is budgeted in three funds. The funds include Redevelopment/Debt Service Fund; Low and Moderate Income Housing Fund and Community Development Block Grant (CDBG) Fund. Redevelopment/Debt Service Fund budgets for the receipt of 80% of tax increment, payment of debt service, administrative and contractual, pass through payments to other taxing entities and to the Supplemental Education Revenue Augmentation Fund (SERAF). The Low to Moderate Income Housing Fund budgets for the receipt of the remaining 20% set-aside of tax increment and expenditures related to the Agency's housing programs. These expenditures include debt service, administrative and contractual, and various housing grant program expenditures.

Gross tax increment revenues are based on the assessed value of real property in the redevelopment project areas. Due to recent declines in assessed values beginning in FY 2009-2010 and increases in the amount of tax increment revenues from the Agency passed through to the Corona Norco Unified School District and the County of Riverside, the amount of tax increment remaining is not sufficient to cover debt service payments and other expenditure. Consequently, FY 2010-2011 budget reflects estimated \$2.2 million budget shortfall. This shortfall is to be made up by drawing from rapidly dwindling fund balance caused by state raids.

The estimated fund balance at the end of FY 2010-2011 is \$1.8 million which does not include the \$3 million anticipated to be borrowed from the Low to Moderate Income Housing Fund to partially mitigate the impact of \$4.9 million state raid to SERAF. The estimated fund balance including available bond proceeds for the Low to moderate Income Housing Fund at the end of FY 2010-2011 is nearly \$7.7 million. This amount is before deduction for the \$3 million to be advanced to Redevelopment/Debt Service Fund. State law provides that this advance from the Low to moderate Income Housing Fund to the Redevelopment/Debt Service Fund be repaid within five years.

Redevelopment/Debt Service Fund Revenues

Total estimated revenues for FY 2010-2011 is \$13.5 million compared to \$13.8 estimated for the FY 2009-2010. The primary sources of revenue are tax increment receipts and CNUSD reimbursement for debt service payment made on their behalf by the Agency. Total estimated tax increment receipt is \$11.3 million while the reimbursement from CNUSD for debt service payment is nearly \$2.1 million.

Redevelopment/Debt Service Fund Expenditures

The total estimated FY 2010-2011 expenditures is \$15.7 million. This compares to \$21.5 million estimated year-end total for FY 2009-2010. The decrease in expenditures is attributable to one time transfer of \$900,000 to the General Fund under AB 1389 and \$4.9 million SERAF payment in FY 2009-2010. The following is a summary of FY 2010-2011 projected expenditures;

1. Supplemental ERAF payment \$1,003,457
2. Agency administration and program expenditures \$1,651,547
3. Pass through payments to other taxing agencies \$8,127,935
4. Debt service payment \$4,931,141

Low to Moderate Income Housing Fund Revenues

Low to Moderate Income Housing Fund revenues are 20% tax increment set-aside, Neighborhood Stabilization Program (NSP) grant and interest income. For FY 2010-2011, total estimated revenues is \$3.5 million consisting of \$2.7 million from 20% tax increment set-aside, \$0.7 million from NSP grant and \$0.1 million interest income. The estimated total revenue for FY 2009-2010 year-end is \$4.7 million. The difference is \$196,000 from sale of property and \$927,000 more receipt from NSP grant.

Low to Moderate Income Housing Fund Expenditures

Program expenditures consists of debt service, administrative, contractual, NSP grant, first time home buyer grant, infill housing, deferred loan program, home improvement grants and senior discount subsidy. The total estimated housing programs, debt service, administrative and contractual expenditures for FY 2010-2011 is \$2.6 million.

Other Information

Detailed department by department budget information can be found in this budget document beginning on page 5. Detailed fund by fund expenditure and revenue information can be found beginning from page 158. Questions regarding the FY 2010-2011 budget overview should be directed to the Deputy City Manager/Finance Director at (951) 270-5650.

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY OF NORCO APPROVING AND ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2010-2011 AND AUTHORIZING APPROPRIATIONS THEREFROM

WHEREAS, the Fiscal Year 2009-2010 Operating Budget for the City of Norco includes total appropriations in the amount of \$29,498,816 for all Operating Funds as listed on "Attachment A" and is on file in the Office of the City Clerk of the City of Norco; and

WHEREAS, a budget workshop was held on May 18, 2010 to review the Proposed Fiscal Year 2010-2011 Budget; and

WHEREAS, a public hearing was held on June 2, 2010 to present and review additional information on the Proposed Fiscal Year 2010-2011 Budget; and

WHEREAS, certain personnel changes as listed in the staff report are necessary for the efficient operation of the Public Works Department;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby authorize the recommended personnel changes, appropriations and expenditure of monies as set forth in said Budget subject to budgetary control.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, City Clerk of the City of Norco, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 16, 2010, 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 June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

/jk-75803
Attachment: Attachment A

CRA RESOLUTION NO. 2010-_____

A RESOLUTION OF THE NORCO REDEVELOPMENT AGENCY APPROVING AND ADOPTING THE NORCO REDEVELOPMENT AGENCY BUDGET FOR FISCAL YEAR 2010-11 AND AUTHORIZING APPROPRIATIONS THEREFROM

WHEREAS, the Fiscal Year 2010-2011 Operating Budget for the Norco Redevelopment Agency ("Agency") includes appropriations in the amount of \$18,531,933 (including administrative expenditures for Low and Moderate Income Housing Fund), and is on file in the Office of the City Clerk of the City of Norco; and

WHEREAS, a budget workshop was held on May 18, 2010 and a public hearing was held on June 2, 2010 both to review the Proposed Agency Fiscal Year 2010-2011 Budget. The recommended Agency budget appropriations by Funds are as follows:

(1) Redevelopment/Debt Service Funds	\$15,698,844
(2) Low/Moderate Housing Fund	\$ 2,611,948
(3) Community Development Block Grant Fund	\$ 221,141
(4) Total Appropriations	<u>\$18,531,933</u>

NOW, THEREFORE, BE IT RESOLVED that the appropriation of monies from the Norco Redevelopment Agency Funds for Administrative expenses of the Agency, Debt Service Fund and Fiscal Agent Fund for interest and capital, as set forth in said Budget, is hereby authorized subject to expenditure in substantially the same manner as money drawn by other agencies and departments of the City of Norco subject to budgetary control.

BE IT FURTHER RESOLVED that the Agency hereby finds that the planning and administrative expenditures to be paid from the Agency Low to Moderate Income Housing Fund for the Redevelopment Project Area is necessary for the production, improvement or preservation of low and moderate income housing and are not disproportionate to the amounts budgeted for the costs of production improvement or preservation of that housing.

PASSED AND ADOPTED by the Norco Redevelopment Agency at a regular meeting held on June 16, 2010.

Chairman
Norco Redevelopment Agency

ATTEST:

Secretary, Norco Redevelopment Agency

I, BRENDA K. JACOBS, Secretary of the Norco Redevelopment Agency, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Norco Redevelopment Agency at a regular meeting thereof held on June 16, 2010, by the following vote of the Norco Redevelopment Agency Members:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Norco Redevelopment Agency on June 16, 2010.

Secretary, Norco Redevelopment Agency

/jk-75802

<i>Fund #</i>	<i>Fund Name</i>	<i>Estimated Beg. Balance July 1, 2010</i>	<i>Estimated Revenues</i>	<i>Transfers In</i>	<i>Transfers Out</i>	<i>Estimated FY 2010 Expenditures</i>	<i>Estimated Ending Balance</i>
121	General	3,544,061	11,999,540	1,113,051	25,000	15,285,353	1,346,299
122	Miscellaneous Grants	35,820	218,513	-	-	220,382	33,951
124	Water	234,198	7,344,077	-	127,223	7,434,822	16,230
126	Sewer	1,701,439	4,246,242	-	127,223	4,471,952	1,348,507
133	Gas Tax	63,833	707,026	-	-	685,066	85,793
139	NPDES	(24,565)	60,000	50,000	-	104,146	(18,711)
153	Special Asset Revenue	1,285,538	15,000	-	15,000	-	1,285,538
156	AQMD	64,015	23,000	-	1,500	1,150	84,365
	<i>Subtotal</i>	6,904,339	24,613,397	1,163,051	295,946	28,202,870	4,181,971
 <i>Internal Service Funds (Memo Only)</i>							
128	Vehicle Replacement	608,883	463,877	-	-	280,100	792,660
134	Benefits & Insurance	432,499	438,952	-	-	438,952	432,499
135	Data Processing	355,398	426,700	-	-	486,966	295,132
	<i>Subtotal</i>	1,396,780	1,329,529	-	-	1,206,018	1,520,291
	<i>Grand Total</i>	8,301,119	25,942,926	1,163,051	295,946	29,408,888	5,702,263

ATTACHMENT A

City of Norco, California
Projected General Fund Balance
As of June 30, 2011

Audited Fund Balance June 30, 2009	\$ 5,806,718
FY 2010 Estimated Revenues/Transfers	13,816,388
FY 2010 Estimated Expenditures/Transfers	<u>16,079,045</u>
Estimated Fund Balance July 1, 2010	3,544,061
FY 2011 Estimated Revenues/Transfers	13,112,591
FY 2011 Estimated Expenditures/Transfers	<u>15,310,353</u>
Estimated Fund Balance June 30, 2011	<u><u>\$ 1,346,299</u></u>
Reserve for Emergencies - 25% of budget	3,827,588
Estimated Remaining Fund Balance June 30, 2010	<u>1,346,299</u>
Excess Draw from Emergency Reserves	<u><u>\$ 2,481,289</u></u>



ACTION MINUTES
CITY OF NORCO
PLANNING COMMISSION
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
REGULAR MEETING
JUNE 9, 2010

1. CALLED TO ORDER: **7:00 p.m.**
2. ROLL CALL: **Chair Jaffarian, Vice-Chair Hedges, Commissioners Harris, Newton, Wright**
3. STAFF PRESENT: **Planning Director King, Executive Secretary Dvorak**
4. PLEDGE OF ALLEGIANCE: **Vice-Chair Hedges**
5. APPEAL NOTICE: **Read by staff.**
6. HEARING FROM THE AUDIENCE ON ITEMS NOT LISTED ON THE AGENDA:
No items
7. APPROVAL OF MINUTES: Minutes of May 26, 2010; **Approved 5-0.**
8. CONTINUED ITEMS: **None**
9. PUBLIC HEARINGS: **None**
10. BUSINESS ITEMS: Appeal 2010-02: Appeal of Staff's Denial of a Request to Maintain an Existing Residence for Conversion to an Accessory Building and Appeal of Staff's Denial for a Waiver for Construction of an Asphalt Driveway: 661 Seventh Street. Recommendation: Uphold Denials (Planning Director King). **Action: Denied applicant's appeal upholding staff's denials. This action is final unless appealed to the City Council.**
11. CITY COUNCIL:
 - A. City Council Action Minutes dated June 2, 2010
 - B. City Council Minutes dated May 19, 2010 (Regular Meeting); May 18, 2010 (Budget Workshop) and May 18, 2010 (Special Meeting)
Received and filed.
12. PLANNING COMMISSION: Oral Reports from Various Committees; **No reports.**
13. STAFF: Current Work Program; **Received and filed.**

14. **OTHER MATTERS: PD King reported on issues that were brought up under “Other Matters” on the last agenda.**

New items:

Commissioner Newton reported on the Santa Ana River Trail public scoping meeting that was held stating that there will be another at Corona City Hall on June 10th.

Regarding the code violation complaint procedure where staff only acts on formal written complaint forms Commissioner Newton gave an example of an elderly woman he spoke with who lives in town and has potential code violations occurring on a neighboring property, and who said she will not come forward to file a complaint because she is alone and does not want to live in fear of retribution.

There was discussion by the entire Commission regarding illegal signs. PD King responded that he would talk with the City Manager about a more pro-active approach to the problem.

Chair Jaffarian asked if indeed state law regarding marijuana dispensaries allows for deliveries to patients, are the City’s rules consistent, and are there protections enough to prohibit selling from delivery vehicles.

15. **ADJOURNED: 8:00 p.m.**

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Brenda K. Jacobs, City Clerk 

DATE: June 16, 2010

SUBJECT: Authorization for the Destruction of Certain City Records

RECOMMENDATION: Adopt **Resolution No. 2010-___**, authorizing the destruction of certain City records as shown in Exhibit "A."

SUMMARY: Several times a year, the City Clerk's office assembles a list of records from the various departments that may be destroyed in accordance with the records retention manual. Staff recommends that the City Council adopt the attached Resolution authorizing the destruction of those records shown in Exhibit "A."

BACKGROUND/ANALYSIS: The attached resolution, which includes a list of records to be destroyed (Exhibit "A"), has been reviewed by staff and the City Attorney and all records fall under the statutes for destruction of records. These are either duplicate records or are more than two years old and not required to be retained.

Following approval to destroy these records, the City Historian Ron Snow will be furnished a list of these records so that any historical materials can be identified for archival purposes.

FINANCIAL IMPACT: N/A

/di-75160

Attachments: Resolution No. 2010-____
Exhibit "A"

RESOLUTION NO. 2010-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO,
CALIFORNIA, AUTHORIZING THE DESTRUCTION OF CERTAIN CITY
RECORDS**

WHEREAS, Section 34090 of the California Government Code authorizes the destruction of City records upon approval of the legislative body of the City and the written consent of the City Attorney provided that said records do not fall within certain specified categories and are not less than two years old; and

WHEREAS, the City Clerk has requested authority for the destruction of certain records, which do not fall within the excepted categories and all of which records are more than two years old; and

WHEREAS, the City Attorney has reviewed the listed records and has provided written consent as shown by the signature at the bottom of this Resolution.

NOW THEREFORE, be it resolved by the City Council of the City of Norco that records as listed on the attachments hereto, marked Exhibit "A," and incorporated herein, may be destroyed.

PASSED AND ADOPTED by the City Council of the City of Norco at a meeting held on June 16, 2010.

Malcolm G Miller, M.D., Mayor
City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

APPROVED:

John Harper, City Attorney
City of Norco, California

Resolution No. 2010-____
Page 2
June 16, 2010

I, BRENDA K. JACOBS, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a meeting held on June 16, 2010 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 June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

/di-75161

DEPARTMENT OF THE CITY CLERK
DESTRUCTION OF RECORDS
June 2010

DOCUMENTS:

BOX 1

1. File 200: Administration – Community Development Block Grants, 1988-1994
2. Audio Cassettes recordings of City Council Meetings:
October 20, 2004 thru April 20, 2005

CITY MANAGER OFFICE
DESTRUCTION OF RECORDS
June 2010

DOCUMENTS:

BOX 1

1. Target Center Proposal – March 30, 1992, Russell W. Grosse Development Co. *
2. Water – Sanitary Survey – DHS, 1995 Annual Sanitary Survey
3. File 530 – Storm Water – NPDES – Citation/Notice of Violation 12/11/97
4. Water – Dept. of Health Services – Citations 1995
5. Mills Treatment Plant Domestic Water Supply State Water Project – 1980

* These items are to be given to the City Historian

City of Norco Fire Department
Records Destruction List for June 16, 2010

Copy of Invoices for FY 2006-2007

761 - Suppression Budget

121.761.42220	Contractual Services
121.761.42225	Refuse Abatement
121.761.43101	Training
121.761.43102	Auto Mileage
121.761.43103	Tuition Reimbursement
121.761.43132	Training Supplies
121.761.45121	Special Departmental
121.761.45131	Office Supplies
121.761.45223	Employee Hiring
121.761.45243	Uniforms
121.761.45253	Dues/Subscriptions
128.761.45333	Vehicle Maintenance
121.761.45335	Building Maintenance
121.761.45541	Utilities
121.761.46138	Small Tools
121.761.46139	Office Equipment
121.761.48064	Equipment - Fixed Assets

762 - Paramedic Budget

121.762.43101	Training
121.762.43103	Tuition Reimbursement
121.762.43132	Training Supplies
121.762.45121	Special Departmental
121.762.46138	Small Tools

763 - Emergency Services Budget

121.763.42223	Public Education
121.763.45121	Special Departmental
121.763.45131	Office Supplies

764 - Norco Animal Rescue Team (NART) Budget

121.764.42223	Public Education
121.764.42224	Special Events
121.764.43132	Training Supplies
121.764.45131	Office Supplies
121.764.45132	Printing & Copies
121.764.45243	Uniforms
121.764.48064	Equipment - Fixed Assets

City of Norco Fire Department
Records Destruction List for June 16, 2010

Copy of Invoices for FY 2005-2006

761 - Suppression Budget

121.761.42220	Contractual Services
121.761.42225	Refuse Abatement
121.761.43101	Training
121.761.43102	Auto Mileage
121.761.43103	Tuition Reimbursement
121.761.43132	Training Supplies
121.761.45121	Special Departmental
121.761.45131	Office Supplies
121.761.45223	Employee Hiring
121.761.45243	Uniforms
121.761.45253	Dues/Subscriptions
128.761.45333	Vehicle Maintenance
121.761.45335	Building Maintenance
121.761.45541	Utilities
121.761.46138	Small Tools
121.761.46139	Office Equipment

762 - Paramedic Budget

121.762.43101	Training
121.762.43132	Training Supplies
121.762.45121	Special Departmental
121.762.46138	Small Tools

763 - Emergency Services Budget

121.763.42223	Public Education
121.763.43132	Training Supplies
121.763.45121	Special Departmental

**HOUSING DIVISION
RECORDS DESTRUCTION
SUMMER 2010**

**BOX 1
REVERSE ORDER**

1. Project file - Sewer I: Florence Riley. Loan forgiven 1-2008; Ad195 paid in pull 4-2007
2. Project file – Sewer I: Dee Ella Deatherage. Loan forgiven June 2007; client deceased 9-08
3. Project file – First Time Homebuyer David and Wynemia Taylor. Loan paid in full October 2007
4. Project file – Sewer Loan CRA #15: Donnna Simoneau. Paid in full July 2006.
5. Sewer-Water-Trash (SWAT) Subsidy Program applications, Fiscal year 2007-2008 (participants are required to submit new application each fiscal year)
6. Project File – Home Improvement Deferred Loan: Suzanne Edwards. Paid in full May 3, 2008. Client moved out of state.
7. Project File – Home Improvement Deferred Loan: Shaun and Terri Baker. Paid in full April 11, 2008
8. Project File – Home Improvement Deferred Loan: Gladys Lockhart. Paid in full March 5, 2008
9. Application: James Jessie (Home Improvement Program): Applicant did not qualify. Last correspondence May 21, 2007
10. Application / Home Improvement Program: Kadakia, applicant withdrew from Program 10-09-07.
11. CDBG Records file: Infill Housing Project Payroll Records, 1994

MEMORANDUM

TO: Brenda Jacobs, City Clerk

FROM: Brian K. Petree, Director
Parks and Recreation Department

PREPARED BY: Kristen Estrada, Clerical Assistant

DATE: May 27, 2010

SUBJECT: **Records Destruction List 2010**

Noted below is the list of items requested for destruction.

Box 1

Youth Basketball registration ~ 2006-2007
Adult Basketball registrations ~ 2007
Basketball team rosters/game schedules ~ 2007
Voice and Release forms ~ 2007

Plans, Specifications, and contract documents for Wayne Makin
Parking lot resurfacing, Ingalls park access road rehabilitation and
Ingalls Park Nellie Weaver area paving improvement project~2000

Bid sheets, Bidders info, Affidavits, Power of Attorney sheet
Ingalls Exterior Restroom/Architecture plans/transmittal letters/2000
Senior Center Garden bids/affidavits/proposal ~ 2000

Youth Center Roofing Bid package ~ 1999

Invoices, memos regarding Ingalls park/Nellie Weaver hall upgrades
Plumbing, electrical, roofing. ~ 1999

Reference list, bid bonds, invitation to bid ~ 1999

Box 2

Instructional/Co-Ed/pee-wee/ Tee-ball registration forms ~ 2007
Performance Bond for installation and construction of roofing for
Various projects in the city. ~ 2000

Roof replacement and bid package ~ 1999

Various roofing projects: scout house, library and riley gym, Nellie
Weaver hall, community center ~ 2000

Roof replacement booklets ~ 2000

Information booklet on asphalt fumes ~ 1994

Independent Roofing Consultants booklet ~ 1999

Budget 2003-2004 & 2004-2005

Parade of lights: event receipts, set-up map, vendors, emails /fax,
Sponsors ~ 2006

Box 3

Parks and Rec. Commission reports: January – December 2006
January – December 2005
January – December 2000

PLANNING DIVISION
 DOCUSHARE LOG
 CONDITIONAL USE PERMITS
 #75279

1983-1989

Description	No. of Pages	Date Scanned/Verified	QC by	Comments
CUP 83-15	0	0	S. Dvorak	Original Silverlakes File regarding land use is in Docushare; file destroyed under CCR 2009-13.
CUP 83-16	18	3/25/2008; S. Dahl	S. Dvorak	
CUP 83-17	10	3/25/2008	S. Dvorak	
CUP 84-01	11	3/25/2008	S. Dvorak	
CUP 84-02	16	3/31/2008; S. Dahl	S. Dvorak	
CUP 84-03	14	4/16/2008; S. Dahl	S. Dvorak	
CUP 84-04	28	4/22/2009; S. Dahl	S. Dvorak	missing file
CUP 84-05	25	4/23/2008; S. Dahl	S. Dvorak	
CUP 84-06	33	10/16/2008; S. Dahl	S. Dvorak	
CUP 84-07	12	4/8/2008; S. Dahl	S. Dvorak	
CUP 84-08	42	4/8/2008; S. Dahl	S. Dvorak	
CUP 84-09	14	3/15/2010	S. Dvorak	
CUP 85-01	7	4/1/2010	S. Dvorak	
CUP 85-02	15	3/31/2008; S. Dahl	S. Dvorak	
CUP 85-03	62	4/5/2010	S. Dvorak	
CUP 85-04	1	10/14/2009; S. Dahl	S. Dvorak	
CUP 85-05	23	4/7/2010	S. Dvorak	file missing
CUP 85-06	39	4/6/2010	S. Dvorak	
CUP 85-07	0	0	S. Dvorak	Temporary Use Removed; File Destroyed per CCR 2009-12
CUP 86-01	9	3/1/2010	S. Dvorak	
CUP 86-02	12	4/17/2008; S. Dahl	S. Dvorak	

<u>Description</u>	<u>No. of Pages</u>	<u>Date Scanned/Verified</u>	<u>QC by</u>	<u>Comments</u>
CUP 86-03	5	4/16/2008; S. Dahl	S. Dvorak	
CUP 86-04	9	4/16/2008; S. Dahl	S. Dvorak	
CUP 86-05	12	4/16/2008; S. Dahl	S. Dvorak	
CUP 86-06	0	0	S. Dvorak	Use denied; file destroyed; CCR 2009-12
CUP 86-07	0	0	0	Planning File n/a (Communication Tower / Norconian Drive)
CUP 86-08	18	4/6/2010	S. Dvorak	
CUP 86-09	0	0	S. Dvorak	Use denied; file destroyed; CCR 2009-12
CUP 86-10	0	0	S. Dvorak	Seasonal Use; file destroyed; CCR 2009-12
CUP 86-11	4	4/6/2010	S. Dvorak	
CUP 86-12	0	0	S. Dvorak	Use Relocated; file destroyed; CCR 2009-12
CUP 86-13	15	10/14/2008	S. Dvorak	
CUP 87-01	34	4/6/2010	S. Dvorak	
CUP 87-02	11	3/10/2010	S. Dvorak	
CUP 87-03	21	3/10/2010	S. Dvorak	
CUP 87-04	21	3/31/2010	S. Dvorak	
CUP 87-05	11	3/31/2010	S. Dvorak	
CUP 87-06	10	3/31/2010	S. Dvorak	Planning file n/a; Check w/Steve; in Ami
CUP 87-07	0	0	0	Hacienda stack?
CUP 87-08	4	4/6/2010	S. Dvorak	
CUP 87-09	7	4/6/2010	S. Dvorak	
CUP 87-10	0	0	0	Withdrawn; will be put on a 2010 destruction list
CUP 87-11	10	4/31/10	S. Dvorak	
CUP 88-01	12	3/31/2010	S. Dvorak	
CUP 88-02	8	4/6/2010	S. Dvorak	
CUP 88-03	0	0	0	Planning file n/a

2006/2007/2008 CLOSED ABANDONED VEHICLE ABATEMENT CASE FILES FOR DESTRUCTION

May 27, 2010

(Per Records Retention, can destroy two years after closure)

<u>VEHICLE</u>	<u>ADDRESS</u>	<u>DATE CLOSED</u>
Horse Trailer	2260 Alhambra Street	06/11/07
Cadillac	3269 Aryana Avenue	08/01/07
Volkswagon	3269 Aryana Avenue	08/01/07
Volkswagen	Bluff Street, North of River Road	06/11/07
1979 Ford Pickup	2570 Bronco Lane	07/24/07
Dodge	2750 Bronco Lane	07/19/07
Porche	2570 Bronco Lane	07/19/07
Truck Frame	2770 Bronco Lane	06/08/07
Chevy Frame	2770 Bronco Lane	06/18/07
1993 Ford Pickup	2947 Broken Arrow Street	06/26/07
1992 Ford	3730 California Avenue	03/26/07
Van	3794 California Avenue	04/03/07
Chrysler	3842 California Avenue	03/22/07
Volvo	4214 California Avenue	01/10/06
R.V.	4214 California Avenue	01/10/06
R.V.	4214 California Avenue	01/10/06
Bike	4214 California Avenue	01/10/06
Mazda	4214 California Avenue	01/10/06
Mercedes	4013 Center Avenue	04/03/07
Ford Van	4250 Center Avenue	07/24/07
Honda	4300 Center Avenue	05/09/07
1987 Toyota	2480 Citation Drive	05/23/06
1993 Mitsubishi	2480 Citation Drive	05/23/06
Toyota	2480 Citation Drive	04/03/07
1986 Ford	2490 Citation Drive	05/23/06
BMW	2510 Citation Drive	06/15/07
1978 Hale	1768 Corona Avenue	07/23/07
1968 Rambler	2009 Corona Avenue	07/24/07
1963 Buick	2009 Corona Avenue	07/24/07
Datsun	2009 Corona Avenue	07/24/07
1974 Datsun	2009 Corona Avenue	07/24/07
Chevy Pickup Bed	2345 Corona Avenue	07/11/07
Toyota Truck	2420 Corona Avenue	04/03/07
1987 Honda	3318 Corona Avenue	09/21/06
1981 280Z	3318 Corona Avenue	09/21/06
Ford Van	3377 Corona Avenue	09/06/07
Ford Truck	3377 Corona Avenue	09/06/07
Trailer	3791 Corona Avenue	07/12/07
1963 Chevy Truck	3977 Crestview Drive	07/19/07

2006/2007/2008 Closed Abandoned Vehicle Abatement

Case Files for Destruction

Page 2

May 27, 2010

1962 Buick	4140 Crestview Drive	07/19/07
Chevrolet	4140 Crestview Drive	07/19/07
Jeep, 2-door	4140 Crestview Drive	07/19/07
Truck Bed	4140 Crestview Drive	07/19/07
Jeep, covered	4140 Crestview Drive	07/19/07
Jeep	4140 Crestview Drive	07/19/07
Hulk Frame 1	4140 Crestview Drive	07/19/07
Hulk Frame 2	4140 Crestview Drive	07/19/07
Cab Hulk	4140 Crestview Drive	07/19/07
Jeep Hulk	4140 Crestview Drive	07/19/07
Buick, White	4140 Crestview Drive	07/19/07
Buick, Gold	4140 Crestview Drive	07/19/07
1989 Ford	4140 Crestview Drive	07/19/07
Jeep	4140 Crestview Drive	07/24/07
1973 VW	3190 Cutting Horse Road	07/23/07
1988 Volvo	2155 Del Mar Road	03/18/07
1972 Dodge	1457 Detroit Street	07/12/07
American Ambass.	1457 Detroit Street	07/12/07
Trailer	189 East Street	07/31/07
1984 Ford	2579 Echo Hill Drive	06/08/07
Ford Pickup	186 Eighth Street	04/24/07
Datsun	4140 Eighth Street	07/24/07
1990 Toyota	741 Fifth Street	04/03/07
1988 Merker	1260 Fifth Street	07/24/07
1990 Chevrolet	1260 Fifth Street	07/24/07
Ford Pickup	1511 Fifth Street	01/09/07
Ford Pickup/shell	1511 Fifth Street	01/09/07
Chevy Pickup	1011 First Street	07/27/07
Volkswagen	1011 First Street	07/26/07
1956 Buick	2163 First Street	03/26/07
1991 Honda	2168 First Street	05/08/07
1986 Toyota	2168 First Street	04/10/07
1986 Subaru	2193 First Street	04/30/07
Chevy	2193 First Street	04/30/07
1970 Oldsmobile	2193 First Street	04/30/07
Cadillac	First/Mountain Vacant Lot	09/21/06
1974 Datsun	1283 Gallop Lane	05/04/07
1987 Chevy	1103 Hamner Avenue	07/24/07
1989 Mazda	1103 Hamner Avenue	07/24/07
Datsun	1718 Hillside Avenue	06/11/07
Toyota	3006 Hillside Avenue	03/26/07
1979 Datsun	3545 Hillside Avenue	04/03/07
Buick Station Wgn	3545 Hillside Avenue	04/03/07
1983 Pontiac	3545 Hillside Avenue	04/03/07

2006/2007/2008 Closed Abandoned Vehicle Abatement

Case Files for Destruction

Page 3

May 27, 2010

Ford	3545 Hillside Avenue	04/03/07
Honda	3931 Hillside Avenue	05/08/07
Mercury	881 Hillside Lane	08/22/07
Honda	881 Hillside Lane	08/22/07
Dodge Van	3861 Hillside Avenue	02/02/06
1984 Nissan	3861 Hillside Avenue	02/02/06
Several Asstd.	4729 Hillside Avenue	01/26/06
Chevy Bus	1485 Hilltop Lane	07/24/07
Toyota 4 Runner	1485 Hilltop Lane	07/24/07
International Truck	1485 Hilltop Lane	07/24/07
1985 Chrysler	3181 Kips Korner	06/08/07
1968 Squareback	821 La Quinta Way	10/24/07
Hulk	1140 Lyndee Drive	05/31/07
Nissan	1180 Lyndee Drive	08/22/07
Buick	333 Maple Street	01/17/07
1987 Cadillac	333 Maple Street	01/16/07
1977 Kenwood	4089 Mt. Verde Drive	05/08/06
Jetta	2777 Norco Drive	07/23/07
Toyota	2997 Norco Drive	03/13/08
Ford Pickup	2997 Norco Drive	03/13/08
2001 Audi	2997 Norco Drive	03/13/08
1980 BMW	2997 Norco Drive	03/13/08
1986 Honda	2997 Norco Drive	03/13/08
1992 Acura	2997 Norco Drive	03/18/08
Toyota	2051 Pacific Avenue	07/02/07
Trailer	2051 Pacific Avenue	07/02/07
Boat Trailer	1044 Parkridge Avenue	07/31/07
Hulk	1044 Parkridge Avenue	08/14/07
Hulk	1044 Parkridge Avenue	08/14/07
Blue Pickup	1044 Parkridge Avenue	08/14/07
Eagle	1044 Parkridge Avenue	08/14/07
Intrn'l L-Truck	1044 Parkridge Avenue	08/16/07
1957 Ford	3864 Pedley Avenue	04/03/07
Chevy Pickup	3864 Pedley Avenue	04/03/07
Chevy	3976 Pedley Avenue	05/08/07
Chevy Pickup	3976 Pedley Avenue	05/08/07
1992 Dodge	4521 Pedley Avenue	06/27/07
1985 Chrysler	4521 Pedley Avenue	07/27/07
Chevy Pickup	4780 Pedley Avenue	11/30/06
Chevy Pickup	4027 Quiet Hill Ct.	12/15/07
Nissan Maxima	2347 Reservoir Drive	07/10/06
1974 Toyota	2579 Reservoir Drive	02/06/06
Motorcycle	2714 Reservoir Drive	07/27/07
Trailer Hulk	2714 Reservoir Drive	06/14/07

2006/2007/2008 Closed Abandoned Vehicle Abatement

Case Files for Destruction

Page 4

May 27, 2010

Trailer	4366 Rio Lani Place	07/24/07
Honda	550 River Drive	08/13/07
Chevy	550 River Drive	08/13/07
Trailer Hulk	666 River Drive	05/08/07
Trailer	666 River Drive	05/08/07
Chrysler	666 River Drive	05/08/07
Ford	1468 River Drive	03/29/07
1992 Chevy	1468 River Drive	04/02/07
1985 Toyota	1292 River Road	04/03/07
Truck Cab	5340 Roundup Road	05/08/06
Truck Bed	5430 Roundup Road	05/08/06
Hulk Parks, Trailer	5430 Roundup Road	05/08/06
Chevy	2377 Saratoga Circle	09/06/07
Chevy	2377 Saratoga Circle	09/24/07
1974 Ford	976 Second Street	04/16/07
1991 Toyota	976 Second Street	04/10/07
Hulk	1419 Second Street	12/06/06
Ford Escort	1419 Second Street	02/07/06
Ford Bed	1419 Second Street	02/07/06
Truck Hulk	1419 Second Street	02/07/06
Ford	1419 Second Street	02/07/06
1991 Cadillac	1533 Second Street	07/05/06
1986 Toyota	2550 Second Street	07/25/06
1990 Mazda	2550 Second Street	06/15/07
1985 Ford Pickup	3033 Second Street	06/08/07
1968Oldsmobile	411 Seventh Street	03/20/07
1954 Chevy	411 Seventh Street	03/20/07
1965 Oldsmobile	411 Seventh Street	03/20/07
1988 Plymouth	619 Seventh Street	03/07/06
1987 Honda	619 Seventh Street	02/28/06
1987 Pontiac	619 Seventh Street	03/07/06
1982 Ford	691 Seventh Street	03/28/07
1994 Dodge	691 Seventh Street	03/28/07
Ford, #1	919 Seventh Street	07/24/07
Ford, #2	919 Seventh Street	07/24/07
1986 Toyota	919 Seventh Street	07/24/07
Abandoned	919 Seventh Street	04/10/07
Datsun Pickup	965 Seventh Street	07/24/07
Chevrolet	965 Seventh Street	07/24/07
Chevy Pickup	965 Seventh Street	09/13/07
1984 Chevy	965 Seventh Street	04/24/07
Toyota	2508 Sierra Avenue	09/12/07
Toyota	2508 Sierra Avenue	09/12/07
Dodge	2689 Sierra Avenue	04/06/06

2006/2007/2008 Closed Abandoned Vehicle Abatement
Case Files for Destruction
Page 5
May 27, 2010

Volkswagen	3636 Sierra Avenue	05/08/07
1969 Dodge	350 Sixth Street	04/11/06
Trailer	350 Sixth Street	05/15/06
1972 Winnebago	350 Sixth Street	04/11/06
1974 GMC	350 Sixth Street	04/10/06
1993 Pontiac	350 Sixth Street	04/10/06
Mobile Home RV	350 Sixth Street	04/11/06
1991 Ford	350 Sixth Street	04/11/06
1980 BMW	350 Sixth Street	04/11/06
1984 Ford	350 Sixth Street	03/23/06
1991 Saturn	350 Sixth Street	03/23/06
1985 Cadillac	350 Sixth Street	03/23/06
Dodge	405 Sixth Street	04/03/07
Ford Pickup	517 Sixth Street	05/07/07
1991 Cadillac	1470 Sixth Street	12/13/07
2001 VW	1470 Sixth Street	07/11/06
Ford Van	1470 Sixth Street	03/19/07
Chevy Van	1470 Sixth Street	03/18/07
1991 Cadillac	1470 Sixth Street	07/11/06
1972 Ford	1470 Sixth Street	07/11/06
1999 Audi	1470 Sixth Street	07/11/06
Ford Escort	2594 Temescal Avenue	07/24/07
1988 Ford	3138 Temescal Avenue	04/16/07
1955 Ford	3138 Temescal Avenue	05/17/07
Chevy Truck	3138 Temescal Avenue	04/16/07
Motorcycle Hulk	3138 Temescal Avenue	04/16/07
VW Hulk	3138 Temescal Avenue	04/16/07
1967 Chevy	3138 Temescal Avenue	04/16/07
1972 Chevy	3739 Temescal Avenue	06/15/07
1976 Ford	3939 Temescal Avenue	06/15/07
1979 Datsun	4228 Temescal Avenue	06/27/07
1982 Dodge Van	1315 Third Street	01/18/07
1987 Isuzu Pickup	4830 Trail Street	06/27/07
1993 Mazda	5398 Trail Street	07/24/07
Dodge Pickup	1790 Town and Country Drive	07/24/07
1983 Honda	4386 Valley View Avenue	04/20/06
1991 Toyota	4456 Valley View Avenue	07/24/07
1988 Toyota	4456 Valley View Avenue	07/24/07
GMC Van	4456 Valley View Avenue	04/16/07
1989 Suzuki	3643 Vine Street	06/28/07
1991 Dodge	630 Winchester Drive	03/29/07

/sd-75709

2005/2006/2007 CLOSED CODE ENFORCEMENT CASE FILES FOR DESTRUCTION

(Per Records Retention, can destroy two years after closure)
See earlier resolutions for previously listed 2005/2006/2007 Code Enforcement closures)

<u>CASE NUMBER</u>	<u>ADDRESS</u>	<u>DATE CLOSED</u>
06-034	1427 Andalusian Drive	04/04/06
06-227	3066 Appaloosa Street	12/28/06
06-048	4743 Bluff Street	04/12/06
06-084	4743 Bluff Street	05/02/06
03-153	5477 Bluff Street	05/15/06
05-301	2766 Broken Lance Drive	01/03/06
06-145	191 Buckskin Lane	12/28/06
06-001	111 Buckskin Lane	12/28/06
03-312	3812 California Avenue	05/15/06
06-085	3540 California Avenue	06/27/06
06-155	4207 California Avenue	12/28/06
05-306	4334 California Avenue	12/28/06
06-065	4543 California Avenue	05/15/06
06-266	4543 California Avenue	12/14/06
06-170	199 Cavaletti Lane	12/28/06
06-171	209 Cavaletti Lane	12/28/06
06-082	269 Cavaletti Lane	05/04/06
06-006	270 Cavaletti Lane	05/02/06
06-009	3190 Cavaletti Lane	01/25/06
06-275	3121 Cavaletti Lane	12/28/06
05-239	4357 Cedar Avenue	05/15/06
06-091	3538 Center Avenue	06/20/06
05-223	4078 Center Avenue	05/16/06
04-293	4139 Center Avenue	05/15/06
06-005	4234 Center Avenue	05/15/06
06-259	4305 Center Avenue	12/28/06
06-105	3798 Chaparral Drive	05/23/06
03-284	1821 Cherokee Avenue	12/28/06
04-086	2009 Corona Avenue	05/15/06
06-058	2410 Corona Avenue	03/28/06
06-248	2467 Corona Avenue	12/28/06
03-278	3119 Corona Avenue	05/15/06
05-291	3216 Corona Avenue	11/14/06
04-354	3333 Corona Avenue	05/15/06
06-072	4111 Corona Avenue	05/15/06
05-307	4191 Corona Avenue	01/30/06
05-304	4200 Corona Avenue	05/15/06

Closed Code Enforcement Cases for Destruction

Page 2

May 25, 2010

05-284	4720 Crestview Drive	01/18/06
04-430	911 Daugherty Road	05/02/06
06-083	1560 Dodge Way	05/04/06
06-087	231 East Street	07/11/06
06-129	1452 El Paso Drive	12/05/06
07-101	997 First Street	10/02/07
05-303	776 Fourth Street	07/12/06
06-197	990 Fourth Street	09/06/06
04-096	1652 Fourth Street	07/12/06
06-233	635 Hacienda Drive	11/30/06
06-080	210 Haflinger Road	05/28/06
06-046	1625 Hamner Avenue	03/06/06
05-295	2610 Hamner Avenue	03/28/06
06-133	2655 Hamner Avenue	06/12/06
05-273	1624 Hillside Avenue	05/02/06
03-229	3093 Hillside Avenue	01/26/06
02-240	3441 Hillside Avenue	01/26/06
05-225	3566 Hillside Avenue	05/03/06
05-245	3720 Hillside Avenue	10/19/05
06-026	3861 Hillside Avenue	08/03/06
03-274	4476 Hillside Avenue	01/26/06
06-216	4728 Hillside Avenue	10/04/06
05-115	2231 Indian Horse Drive	01/09/06
06-214	1602 Industrial Avenue	09/19/06
05-305	843 Kingman Drive	06/05/06
06-109	4089 Mt. Verde Drive	06/19/06
01-132/02-132	2398 Mountain Avenue	05/16/06
06-281	1945 Norco Drive	12/11/06
06-088	2410 Norco Drive	07/11/06
05-314	89 Oldenburg Lane	01/24/06
05-300	1475 Pacific Avenue	02/16/06
06-019	1664 Pacific Avenue	03/14/06
06-117	2090 Paddock Lane	07/05/06
06-030	1399 Parkridge Avenue	06/21/06
06-027	1453 Paso Fino Place	01/19/06
06-035	3863 Pedley Avenue	07/11/06
05-260	4096 Pedley Avenue	05/03/06
04-131	4131 Pedley Avenue	11/30/06
05-060	4541 Pedley Avenue	06/21/06
06-089	5135 Pinto Place	06/20/06
06-110	4218 Queens Road	05/22/06
06-039	1070 Raquel Road	03/22/06
07-063	2351 Red Cloud Court	04/25/07
06-153	2347 Reservoir Drive	07/18/06

Closed Code Enforcement Cases for Destruction

Page 3

May 25, 2010

05-242	2579 Reservoir Drive	02/16/06
04-292	1414 Second Street	01/17/06
05-167	1550 Second Street	12/14/06
06-253	2500 Second Street	12/11/06
06-274	2879 Second Street	12/05/06
06-111	2840 Second Street	07/17/06
06-122	3068 Second Street	06/28/06
03-184	2214 Second Street	06/21/06
06-151	930 Seventh Street	07/18/06
06-192	955 Seventh Street	08/07/06
06-279	2508 Sierra Avenue	12/05/06
04-267	3292 Sierra Avenue	12/05/06
03-241	4043 Sierra Avenue	12/04/06
06-156	1075 Sixth Street	12/13/06
06-246	197 Sixth Street	12/05/06
05-079	1175 Sixth Street	02/21/06
06-052	1070 Sixth Street	04/12/06
05-206	1217 Sixth Street	02/21/06
06-049	1461 Sixth Street	03/28/06
06-015	982 Spirit Knoll Court	02/01/06
05-290	2160 Temescal Avenue	01/10/06
05-237	4500 Temescal Avenue	01/12/06
06-096	814 Third Street	05/16/06
05-241	1159 Third Street	02/21/06
06-235	1537 Third Street	12/13/06
06-067	1543 Third Street	03/28/06
06-077	2439 Three Bar Lane	07/10/06
06-234	5158 Trail Street	12/12/06
06-022	Mountain Avenue; vacant lot	03/14/06
06-023	1420 Valley Drive	02/16/06
05-155	1508 Valley Drive	01/10/06
06-141	2790 Valley Drive	06/27/06
06-249	3516 Valley View Avenue	11/30/06
06-280	3629 Valley View Avenue	12/20/06
06-119	2541 Vine Avenue	07/05/06
05-277	2030 Western Avenue	04/12/06
05-207	479 Wild Horse Lane	05/22/06
06-143	283 Wyatt Place	07/11/06

/sd-75707

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Brian K. Petree, Director
Parks, Recreation and Community Services Department

DATE: June 16, 2010

SUBJECT: Lease Agreement Between the City of Norco and the Lake Norconian Club Foundation

RECOMMENDATION: Approve the Lease Agreement between the City of Norco and the Lake Norconian Club Foundation

SUMMARY: A request has been received from the Lake Norconian Club Foundation to lease office space from the City of Norco at the modular facility behind the Norco Library building formerly occupied by the Norco Regional Conservancy.

BACKGROUND/ANALYSIS: Staff has had discussion with the Lake Norconian Club Foundation (LNCF) regarding use of office space once occupied by the Norco Regional Conservancy (NRC). The LNCF has been using this facility since the beginning of the lease agreement with the NRC as a sub-committee of this group. The LNCF has recently incorporated as a non-profit and is no longer functioning as a committee of the NRC.

Pursuant to the agreement, NRC has provided written notice (Exhibit A) they are no longer in need of the office space and recommended that the space be used by another group. LNCF has indicated their interest in a Lease Agreement with the City (Exhibit B), to utilize the office space vacated by NRC located at 3954 Old Hamner Road.

The modular facility is shared with the Norco Historical Society and is keyed separately and divided by a conference room that could be shared by both organizations. The LNCF is responsible for repairs, maintenance, replacement or repairs to infrastructure or equipment to premises. The City, if it elects, may choose to fund capital repairs on a pro-rata basis such as air-conditioning/heating units, roofing or plumbing. LNCF is also responsible for the utilities which are currently being paid for by the City as a result of its Agreement with the Historical Society.

Lease Agreement Between the City of Norco and the Lake Norconian Club Foundation

Page 2

May 27, 2010

Staff has met with the LNCF to review the proposed Lease Agreement and is satisfied with the terms of the proposed agreement. Staff is recommending approval of the Agreement between the LNCF and the City. The proposed Agreement would provide a month to month term for a \$1 per year with a 30-day notice of cancellation.

FINANCIAL IMPACT: The proposed agreement would expose the City to significant potential future costs for infrastructure such as air conditioning, roof repair, and plumbing. Annual maintenance and minor repairs will be born by the Lake Norconian Club Foundation.

Attachment:

Exhibit "A", Letter from the Norco Regional Conservancy

Exhibit "B", Letter from the Lake Norconian Club Foundation

Lease Agreement

/rs-75727

To:

Brian Petree

Parks and Recreation

City of Norco

May 10, 2010

From:

Jeff Compton

President, Norco Regional Conservancy

Norco, CA 92860

Brian,

The Norco Regional Conservancy no longer has a need to maintain the trailer leased to our non-profit and would like to give it back to the city so it may be re-utilized for another purpose or group. We appreciate the city's support and lease of the trailer of the past few years. Thank you very much for your help in securing the trailer for our group.

Thank you,

A handwritten signature in black ink, appearing to read 'Jeff Compton', with a long horizontal line extending to the right.

Jeff Compton

President, Norco Regional Conservancy

951 893-7206

Lake Norconian Club Foundation
PO Box 7672
Norco California 92860

Brian Petree
Norco Parks, Recreation and
Community Services
2870 Clark Avenue
Norco CA 92860

20 May 2010

Brian, the Lake Norconian Club Foundation (LNCF) would like to accept the Office space lease that was recently given up by the Norco Regional Conservancy. The office space is located at the west end of the modular building behind the Norco Library.

The LNCF, as a standing committee of the Norco Regional Conservancy (NRC), has been using the space since the beginning of the recent lease held by the NRC. The LNCF recently incorporated as a non-profit and is no longer functioning as a committee of the NRC. The NRC has indicated that they would be willing to give up the lease in favor of the LNCF.

The LNCF looks forward to working out an agreement that will allow us to continue to use this space for our office, and monthly meetings.

Sincerely,



Ron Snow
Lake Norconian Club Foundation

Cal Corp No. C3112759
IRS IEN Number 27-1279966)

**LEASE AGREEMENT
BETWEEN
CITY OF NORCO
AND
Lake Norconian Club Foundation**

This lease agreement is made and entered into the sixteenth day of June, 2010, by and between the City of Norco ("Lessor") and the Lake Norconian Club Foundation ("Lessee").

WITNESSETH:

WHEREAS, Lessor is the owner of certain property commonly known as 3954 Old Hamner Road, which consists of a public library and museum building, parking lot, and a modular, or portable, office building consisting of three offices, totaling approximately 1,440 square feet; and

WHEREAS, Lessee is desirous of using a portion of the modular office building ("subject premises") for its main office; and

WHEREAS, Lessor has consented to such use as evidenced by City Council action on June 16, 2010.

AGREEMENT

NOW, THEREFORE, the parties agree as follows:

1. RECITALS. The Lake Norconian Club Foundation is dedicated to the long term protection and preservation of the Lake Norconian Club and the surrounding area, known as the Lake Norconian Historic District. The goal of the organization is to preserve land, buildings and artifacts associated with the Lake Norconian Historic District for public benefit.

2. USE OF THE SUBJECT PREMESIS. Lessor hereby grants to Lessee, upon the terms and conditions hereinafter set forth, the right to use, for the purposes specified in Section 4 below, a portion of the Lessor's subject premises commonly known as the portable office building located at 3954 Old Hamner Road and which consists of approximately 450 square feet of office space thereof, being that area outlined in red on the drawing attached hereto as Exhibit C and made a part hereof. In addition, the Lessee may share the use of the central conference room with the Historical Society, an area of approximately 300 square feet as outlined in blue on Exhibit A.

3. TERM. The term of this Agreement shall be on a month to month basis commencing on June 16, 2010, and may be canceled by either party on 30 days notice of cancellation.

4. RENT. Lessee agrees to pay to Lessor rent for the subject premises for the sum of \$1 per year payable in advance.

4. RENT. Lessee agrees to pay to Lessor rent for the subject premises for the sum of \$1 per year payable in advance.

5. USE. The Lessee may use and occupy the subject premises solely as office space.

6. CONDITIONS OF PREMISES. Neither Lessor nor Lessor's agents have made any representations or promises with respect to the physical condition of the subject premises except as expressly set forth in this agreement. Lessee has inspected the subject premises and is thoroughly acquainted with their condition and agrees to take the same "as is" and acknowledges that the taking of possession of the subject premises by Lessor shall be conclusive evidence that the subject premises were in good and satisfactory condition at the time such possession was so taken.

Lessee shall make no changes in or to the subject premises without the prior written consent of Lessor. Lessee shall be responsible, at its sole cost and expense, for restoring and repairing the subject premises for occupancy to maintain a safe workspace prior to move in.

7. REPAIRS AND MAINTENANCE. Subject to the further provisions hereof, the Lessee will at all times, at its own expense, keep and maintain the subject premises. The Lessee will be responsible for any damage to the subject premises caused by its own negligence or the negligence of its agents, employees, and invitees. The Lessee is responsible for repairs, maintenance, replacement or repairs to infrastructure or equipment to premises. The City, if it chooses, may elect on a pro-rata basis to pay for major capital repairs or replacement such as air-conditioning/heating units, roofing or plumbing.

8. UTILITIES. The Lessee shall pay a shared cost for electricity in conjunction with the subject premises. The Lessee shall pay for installation of its own telephone lines and shall pay for the monthly service charge thereon.

9. INDEMNIFICATION AND INSURANCE.

a. Lessee hereby indemnifies and agrees to hold Lessor harmless against any and all claims, lawsuits and damages, including without limitation, reasonable attorneys' fees and disbursements, in connection with loss, damage or injury to persons or property which may at any time be asserted against Lessor by any reason of Lessee's, its agents', customers' or employees' use of the subject premises.

b. Lessee at all times during the term of this Agreement, shall, at its own expense, keep in full force and effect general liability insurance in the amount of \$1,000,000.00 naming the City of Norco as additional insured.

10. LOSS OR DAMAGE TO PROPERTY. All personal property belonging to Lessee or to any other person located in or about the subject premises, shall be there at the sole risk of Lessee or such other person, and neither Lessor nor Lessor's agents or employees shall be liable for the theft or misappropriation thereof, nor for any damage or injury thereto, nor for the death or injury of Lessee or any other persons or damage to

explosions, sewer or sewerage, gas, odors, noise, the bursting or leaking of pipes, plumbing, electrical wiring, and equipment and fixtures of all kinds, or by any act or neglect of other tenants or occupants of the building, or of any other person or caused in any other manner whatsoever.

11. ASSIGNMENT, MORTGAGING AND SUBLETTING. Lessee may not assign, mortgage or sublet its interest in the subject premises, under any circumstances, and Lessee's interest in the subject premises may not be assigned or transferred.

12. RIGHTS RESERVED BY LESSOR. Lessor shall have the right during the term of this Agreement to enter the subject premises for the purpose of examining or inspecting the same, as it deems necessary or desirable.

13. DEFAULT. It is understood and agreed that if default shall be made of any of the covenants herein contained by Lessee and should such default continue for ten (10) days after receipt by Lessee of written notice thereof, it shall be optional with Lessor to declare this Agreement forfeited and to re-enter and repossess said subject premises and to eject all persons and chattels therefrom, with or without process of law, but in any event without liability for damages resulting from said re-entry and repossession.

In the event a receiver or trustee shall be appointed for Lessee or its property, or the Lessee shall make an assignment to the benefit of creditors, or if the interest of Lessee shall be levied upon, attached, or otherwise subjected to process of law, the Lessor shall have the right upon notice in writing to Lessee to cancel this Agreement, re-enter the subject premises, and thereafter to have Lessee and its fixtures, equipment, wares, and property removed.

No waiver, whether express or implied, of any breach of any terms or covenants of this Agreement shall be taken to constitute a waiver of any subsequent breach of the terms or covenants of this Agreement.

14. NOTICES. Any notice which, under the terms of this Agreement may be given to the parties hereto shall be in writing and be either personally delivered or be given by registered or certified mail, addressed to the parties as set forth below. Any notice given by mail shall be deemed delivered when deposited in a United States general or branch post office, enclosed in a registered or certified prepaid envelope and addressed as follows:

Lessor: City of Norco
Attention: Beth Groves, City Manager
2870 Clark Avenue
Norco CA 92860
Telephone: 951 270-5611

Copy to: Brian K. Petree, Director of Parks and Recreation
City of Norco

Lessee: Lake Norconian Club Foundation
Attention: Ron Snow
P.O. Box 7672
Norco, CA 92860

or such other address or addresses as the party may hereinafter furnish in writing to the other party.

15. MISCELLANEOUS. The parties hereto further covenant and agree as follows:

- a. This Agreement shall not be changed, modified or discharged, in whole or in part, except by an agreement in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.
- b. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof.
- c. Upon the expiration or other earlier termination of this Agreement, Lessee shall peaceably leave and surrender the subject premises to Lessor in the same good order and condition in which the subject premises were originally received from Lessor at the commencement of this Agreement.

IN WITNESS WHEREOF, Lessor and Lessee have executed this Agreement as of the day and year first above written.

Signed in the presence of:

LESSOR: CITY OF NORCO

By: _____
Beth Groves, City Manager

And: _____

LESSEE: Lake Norconian Club Foundation

By: _____

And: _____

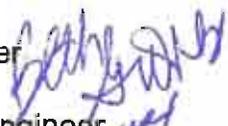
CITY OF NORCO / NORCO LAKE NORCONIAN CLUB
FOUNDATION
LEASE AGREEMENT

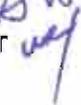
<p>LAKE NORCONIAN CLUB FOUNDATION</p> <p>450 SQ. FT.</p> <p>DOOR</p>	<p>SHARED CONFERENCE ROOM</p> <p>300 SQ.FT</p> <p>DOOR</p>	<p>NORCO HISTORICAL SOCIETY</p> <p>600 SQ. FT.</p> <p>DOOR</p>
---------------------------------------------------------------------------------	---------------------------------------------------------------------------	---------------------------------------------------------------------------

Exhibit "A"

STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Dominic C. Milano, City Engineer 

DATE: June 16, 2010

SUBJECT: Order of Procedure and Resolutions Necessary for The Annual Assessment Levy Continuing Landscape Maintenance Districts No. 1 – Beazer, Tract 28765; No. 2 – Western Pacific, Tract 25779; No. 3 – Centex, Tract 28826; No. 4 – Norco Ridge Ranch, Tracts 29588 and 29589; and No. 5 – Hawk’s Crest, Tract 30230

Resolution No. 2010-___, (Beazer); **Resolution No. 2010-___**, (Western Pacific); **Resolution No. 2010-___**, (Centex); **Resolution No. 2010-___**, (Norco Ridge Ranch); **Resolution No. 2010-___**, (Hawk’s Crest), Approving the Engineer’s Preliminary Report for the Annual Levy of Assessments for the Fiscal Year 2010-2011 in Said District;

Resolution No. 2010-___, (Beazer); **Resolution No. 2010-___**, (Western Pacific); **Resolution No. 2010-___**, (Centex); **Resolution No. 2010-___**, (Norco Ridge Ranch), **Resolution No. 2010-___**, (Hawk’s Crest), Declaring City’s Intention to Provide for an Annual Levy and Collection of Assessments for Certain Maintenance in an Existing District, and Setting a Time and Place for the Public Hearing

RECOMMENDATION: That the members of the City Council adopt the five Resolutions approving the Preliminary Engineer’s Report and the five Resolutions providing for an annual levy of assessments and setting the public hearing date.

SUMMARY: Existing landscape maintenance districts (LMDs) must be reviewed and approved annually to continue assessments for the districts. The annual Consumer Price Index (CPI) adjustment per parcel assessment in all districts is 0% according to the 2009 CPI. The City has added to the contract with Valley Crest Landscape, the contractor maintaining the landscape slopes within the districts, to maintain the equestrian trails within the four districts which have trails. This will result in a savings in all of these districts over City staff maintaining the trails beginning July 1, 2010. Budgets in Districts 2 through 5 reflect this change.

BACKGROUND/ANALYSIS: The following information applies to each Landscape Maintenance District as designated:

LMD No. 1 - On February 3, 1999, City Council adopted Landscape Maintenance District No. 1 for Tract 28765 (Beazer Homes) comprised of 67 lots. The District was formed to maintain landscaping along the River Road frontage of the tract. The estimated cost to maintain the District is proposed to increase from \$12,141 to \$12,709 but with the application of previous year's surpluses, the assessment per lot will remain at the 2008/09 level of \$125.33 for a net assessment of \$8,397.00.

LMD No. 2 - On January 27, 2000, City Council adopted Landscape Maintenance District No. 2 for Tract No. 25779 (Western Pacific) comprised of 215 lots. The District was formed to maintain landscaping along the Norco Hills Road and Hidden Valley Parkway frontages of the tract as well as selected interior slopes, wetland, equestrian trail, and parkway maintenance. The estimate of cost to maintain the District is proposed to decrease from \$186,496 to \$171,353. With the application of previous year's surpluses, the assessment is proposed to remain at previous years' level of \$575.03 per parcel for a net assessment of \$125,931. The decrease in the budget is due to a new equestrian trail maintenance contract with Valley Crest Landscape.

LMD No. 3 - On June 6, 2001, City Council adopted Landscape Maintenance District No. 3 for Tract 28626 (Centex) comprised of 82 lots. The District was formed to maintain landscaping along Norco Hills Road and certain designated slopes within the District as well as all equestrian trails in the development. The proposed estimate of costs to maintain the District will decrease from \$85,412 to \$75,110, but with the application of previous year's surpluses, the assessment is proposed to remain at the previous year's level of \$868.43 per parcel for a net assessment of \$71,211. The decrease in the budget is due to a new equestrian trail maintenance contract with Valley Crest Landscape.

LMD No. 4 - On October 2, 2002, City Council adopted Landscape Maintenance District No. 4 for Tracts 29588 and 29589 (Norco Ridge Ranch) comprised of 557 single-family lots and five other assessable lots. The District was formed to maintain landscaping within certain slopes, irrigated and non-irrigated, fuel modification areas, parkway landscaping, equestrian trails, natural open space and wetlands area. In Fiscal Year 2005-06, a full year's levy was assessed in this District (\$471,548 budget, \$804.69 per parcel). With the exception of the acceptance of the equestrian trail in the latter part of the Fiscal Year, the majority of the improvements to be maintained as part of the District were not accepted as anticipated. These improvements were again anticipated to be accepted within the first quarter of Fiscal Year 2006-07. The surplus of funds collected in Fiscal Year 2005-06 was credited to the property owners in Fiscal Year 2006-07. The per parcel levy that year was reduced from \$863.29, with a District

Order of Procedure and Resolutions Necessary for Beazer, Western Pacific, Centex,
Norco Ridge Ranch and Hawk's Crest

Page 3

June 16, 2010

budget of \$490,060 to an assessment of \$327.41 per parcel with the application of the surplus. In Fiscal Year 2007-08, the budget was again set at \$490,068 with credited surpluses reducing the per parcel assessment to the previous level of \$327.41. With the exception of the equestrian trail and the landscaping within the Beazer subdivisions of this District, the majority of the landscaping was not accepted by the City for maintenance until the later part of 2007/08 Fiscal Year. All trails and landscaping are now being maintained by the City. Not identified as surplus was the "operating reserve" for trail maintenance (line item balance of \$82,000) and \$50,000 of unexpended Fiscal Year 2006-07 Trail Maintenance Funds. As directed by the City Council, \$173,000 of previous year's "surplus" and trails operating reserve was set aside to improve those trails which continually erode during rain storms. At a cost of \$22,000, a pilot program was undertaken on Vandermolen Drive to test the effectiveness of four different trail surface materials. The consensus was that "soil cement" was the most effective trail surface material, but was found to be "slippery". The cost of this product on a 12-foot wide trail, including edge header board, is \$22.00 perlineal foot for soil cement. A second pilot program utilizing catch basins adjacent to driveways was completed and found to be effective. A third pilot program utilizing soil cement "bumps" to direct water to the street was also tested but the humps wore down quickly. A citizen's group worked with staff in evaluating the programs and has recommended a construction project for this summer season consisting of the installation of drainage devices at 104 locations. The funds available in the District in the amount of \$395,000 have been set aside. The proposed budget for Fiscal Year 2010-11 is \$483,837 up from Fiscal Year 2009-10 budget of \$478,611 due to a significant increase in electrical costs not totally offset by the savings in the Valley Crest Landscape trail maintenance contract. A \$20,000 surplus from Fiscal Year 2009-10 is being applied to reduce the assessment levy to \$463,837. The maximum assessment rate allowed per parcel in the district is \$915.65 which could generate a total assessment of \$510,017. This amount exceeds the amount necessary to maintain the district. The per parcel levy for the upcoming Fiscal Year 2010-11 is proposed to be \$863.76, which is an increase from Fiscal Year 2009-10 per parcel assessment of \$814.37, but less than the maximum allowed. Previous Engineer's Reports beginning with the formation of the District, overstated the assessable single-family parcels in Tract 29588 1-5 by 5 lots. The 25 lots in Tract 29588-1, while included in the District, are not contiguous with "Norco Ridge Ranch". They are not located northeast of Ingalls Park and do not received benefit from the assessment district. These lots while listed in the Engineer's Report as assessable, were never levied an assessment. This Engineer's Report corrects this error but listing the subdivision as having a zero assessment.

LMD No. 5 – On January 7, 2004 City Council adopted Landscape District No. 5 for Tract 30230 (Hawks Crest) comprised of 50 lots. The District was formed to maintain certain exterior slopes, parkway landscaping, equestrian trails and the two park lots. The estimate of cost to maintain the District will decrease from \$53,401 to

Order of Procedure and Resolutions Necessary for Beazer, Western Pacific, Centex,
Norco Ridge Ranch and Hawk's Crest

Page 4

June 16, 2010

\$44,205. The assessment is proposed to be reduced from the previous year's level of \$961.45 per parcel to \$884.10 per parcel. The decrease in the budget is due in part to a new equestrian trail maintenance contract with Valley Crest Landscape.

As stipulated in the "Landscaping and Lighting Act of 1972," the continuation of an existing maintenance district assessment has to be reviewed and approved each fiscal year. The attached resolutions provide for the proper continuation of the Districts as well as the assessments. The proposed increase in Landscape Maintenance District No. 4 will not require a majority protest vote of the property owners since the increase in assessments was allowed for in the formation of the Districts.

Included for your information are the Preliminary Engineer's Reports including the District boundaries, the items of work included in each maintenance district, as well as costs and the per parcel assessments for each District.

Staff recommends that the members of the City Council preliminarily approve the Engineer's Report for the continuation of the Landscape Maintenance Districts to guarantee that landscaping within each district will remain attractive and well maintained and set the Public Hearing for the five districts for July 22, 2010. To do so, Council will need to adopt the attached Resolutions.

FINANCIAL IMPACT: None.

wrt/-75806

Attachments: Preliminary Engineer's Reports (5)
Resolutions (10)

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2010-2011 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

ENGINEER'S REPORT

FOR

LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)

FISCAL YEAR 2010-2011

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
FISCAL YEAR 2010-2011**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: June 16, 2010

By: 
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

**FISCAL YEAR 2010-2011
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 98-97, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duty appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

PART A

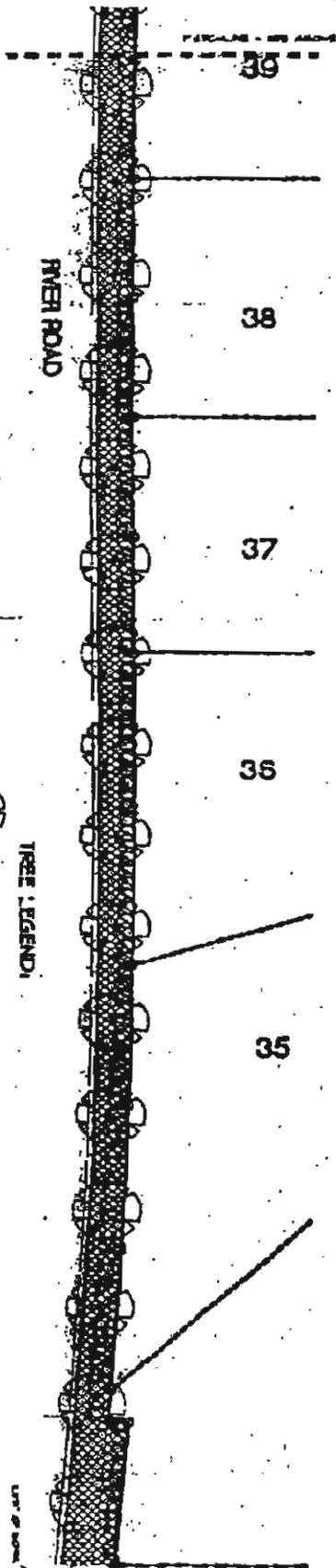
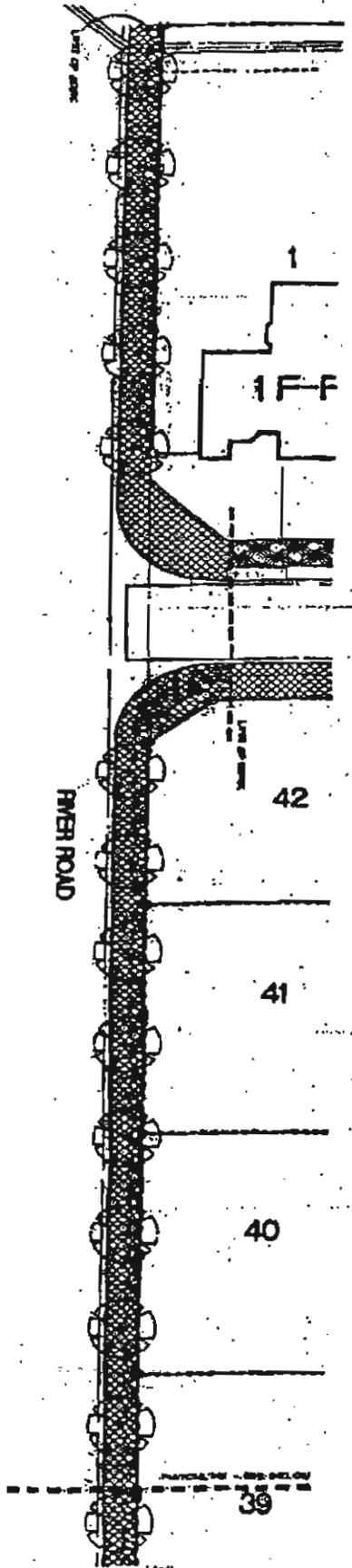
PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
FISCAL YEAR 2010-2011**

The improvements are the operation, maintenance, and servicing of landscaping, wetlands, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fixtures, and appurtenant facilities in the River Road public right-of-way (parkway area), along the frontage and adjacent to the proposed boundary of said Assessment District. A reduced scale plan depicting the improvements is attached hereto.



GENERAL LANDSCAPE NOTES:

- 1. All trees to be planted in the landscape shall be of the following species: ...
- 2. All trees to be planted shall be of the following species: ...
- 3. All trees to be planted shall be of the following species: ...

GROUND COVER LEGEND:

- 1. Ground cover: ...
- 2. Ground cover: ...
- 3. Ground cover: ...

SHRUB LEGEND:

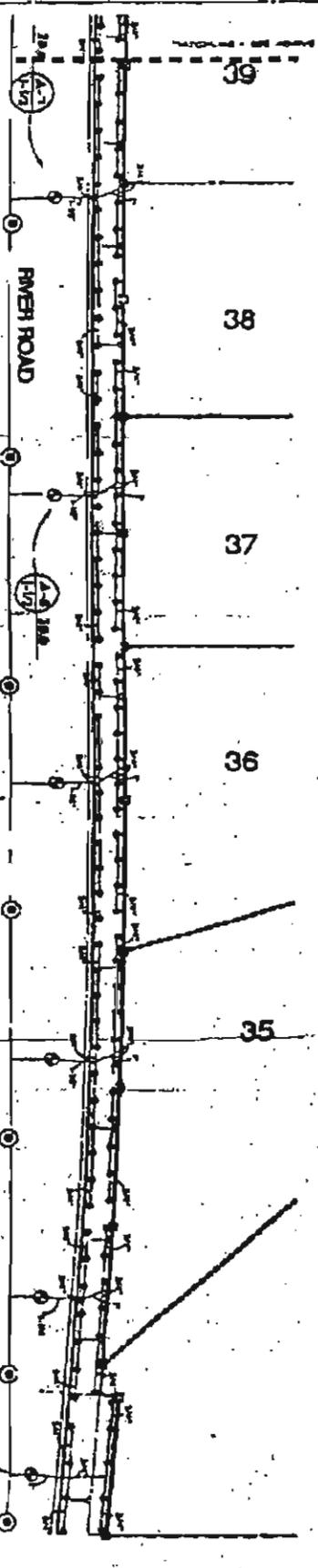
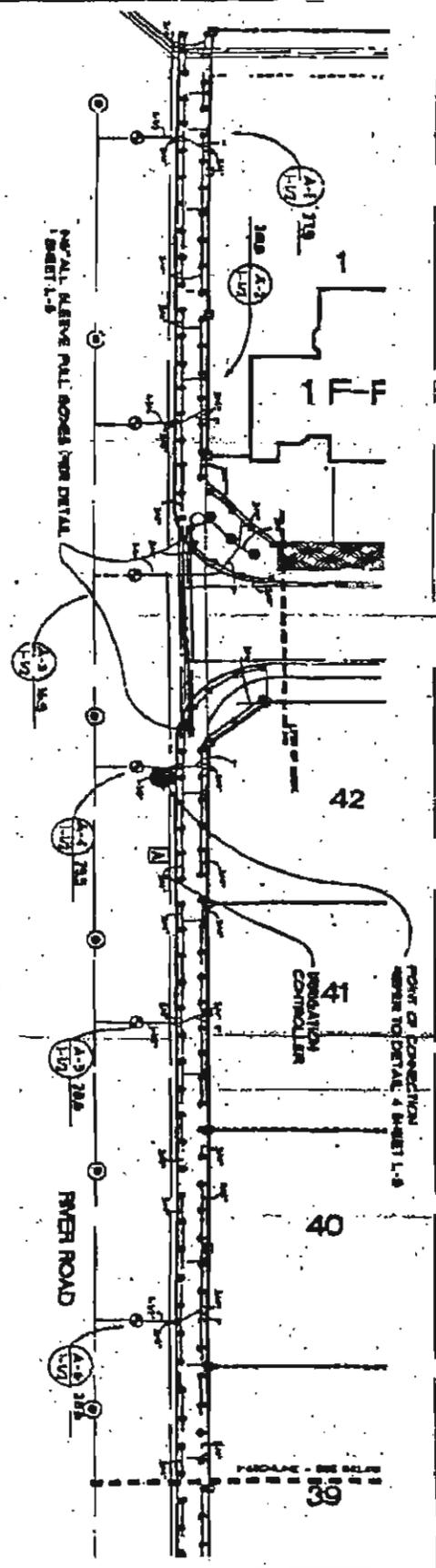
- 1. Shrub: ...
- 2. Shrub: ...
- 3. Shrub: ...
- 4. Shrub: ...
- 5. Shrub: ...

TREE LEGEND:

- 1. Tree: ...
- 2. Tree: ...

DIG ALERT:





IRRIGATION LEGEND

Symbol	Description
(Circle with cross)	Valve
(Circle with dot)	Regulation Controller
(Circle with 'X')	Point of Connection
(Circle with 'A')	Structure
(Circle with 'B')	Structure
(Circle with 'C')	Structure
(Circle with 'D')	Structure
(Circle with 'E')	Structure
(Circle with 'F')	Structure
(Circle with 'G')	Structure
(Circle with 'H')	Structure
(Circle with 'I')	Structure
(Circle with 'J')	Structure
(Circle with 'K')	Structure
(Circle with 'L')	Structure
(Circle with 'M')	Structure
(Circle with 'N')	Structure
(Circle with 'O')	Structure
(Circle with 'P')	Structure
(Circle with 'Q')	Structure
(Circle with 'R')	Structure
(Circle with 'S')	Structure
(Circle with 'T')	Structure
(Circle with 'U')	Structure
(Circle with 'V')	Structure
(Circle with 'W')	Structure
(Circle with 'X')	Structure
(Circle with 'Y')	Structure
(Circle with 'Z')	Structure

CITY OF NOROD

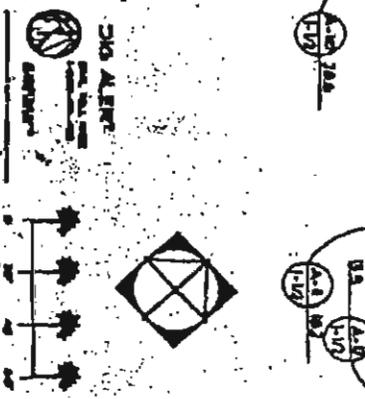
Scale: 1" = 100'

LANDSCAPE PLANS

NOTE:
 1. All valves and structures shall be installed in accordance with the specifications of the manufacturer.
 2. The controller shall be installed in a secure location.
 3. The controller shall be installed in a secure location.
 4. The controller shall be installed in a secure location.
 5. The controller shall be installed in a secure location.
 6. The controller shall be installed in a secure location.
 7. The controller shall be installed in a secure location.
 8. The controller shall be installed in a secure location.
 9. The controller shall be installed in a secure location.
 10. The controller shall be installed in a secure location.

VALVE / STRUCTURE SCHEDULE

Station	Structure / Valve	Notes
39+00	Regulated Valve Full Bore	
39+50	Structure A-1	
40+00	Structure A-2	
40+50	Structure A-3	
41+00	Regulation Controller	
41+50	Structure A-4	
42+00	Point of Connection	
42+50	Structure A-5	
43+00	Structure A-6	



PART B

ESTIMATE OF COST

**LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
NORCO, CALIFORNIA**

The cost of the operation, maintenance, and servicing of the improvements for Fiscal Year 2010-2011 as described in Part A, are summarized herein and described below:

ITEM	DESCRIPTION	QUANTITY	ANNUAL COST PER YEAR
1	LANDSCAPE MAINTENANCE: includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, water cost, electrical cost for controllers, tree trimming up to 15 feet, tree staking, backflow testing, rodent control and plant replacement.	16,900 S.F.	\$ 3,300.00
2	HARDSCAPE MASONRY: including graffiti removal, repair cracks, heaving and breakage.	6,970 S.F. (wall)	\$ 400.00
3	LIGHTING MAINTENANCE: cleaning and repair, fixture replacement, and observation.	N/A	\$ 0
4	WATER UTILITY COST: cost for annual water utility within district.		\$ 2,000.00
5	ENERGY MAINTENANCE: annual cost for power based on a fixed rate for an irrigation electrical pedestal.		\$ 500.00
6	SUPERVISOR OBSERVATION: cost for landscaping contractual observation to include punch list review and follow-up to completion.		\$ 2,674.00
	SUBTOTAL:		\$ 8,874.00
7	CONTINGENCY: 10 percent		\$ 887.00
8	REPLACEMENT RESERVE: 2.9 percent		\$ 257.00
9	INCIDENTALS: including Engineer's Report and proceedings, administration, printing, and advertising.		\$ 2,691.00
	TOTAL ANNUAL COSTS:		\$ 12,709.00

Costs from City of Norco average of landscape maintenance costs for the City. Source of information Bill Thompson and Brian Petree of the Departments of Public Works, Parks, Recreation and Community Services respectively.

Annual assessments shall be calculated based on updated numbers and upon annual adjustments to the assessment rate as provided in the Engineer's Report.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. The CPI for 2009 was 0%. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the next fiscal year.

PART C

ASSESSMENT DIAGRAM

As Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

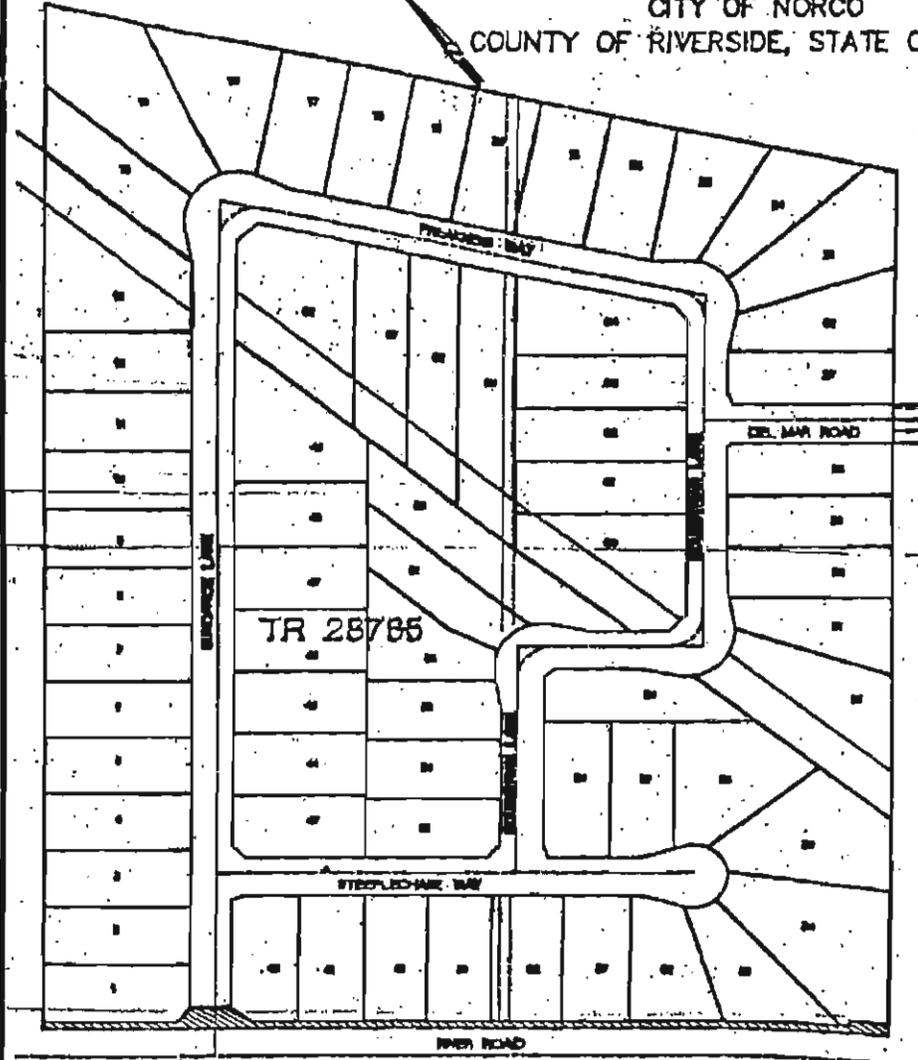
EXHIBIT A

**LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)**

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 1 through 12 inclusive, and Lots 14 through 68, inclusive, of Tract No. 28765 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 274, Pages 95 through 98, inclusive, of Maps in the Office of the County Recorder of Said County.

ASSESSMENT DIAGRAM AND BOUNDARY MAP
 LANDSCAPE MAINTENANCE DISTRICT NO.1 (BEAZER)
 CITY OF NORCO
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



AN ASSIGNMENT WAS LEVIED BY THE CITY COUNCIL OF THE CITY OF NORCO, STATE OF CALIFORNIA, ON PARCELS OF LAND SHOWN ON THE ASSIGNMENT DIAGRAM MAP, SAID ASSIGNMENT WAS LEVIED ON THE _____ DAY OF _____ 1994. REFERENCE IS MADE TO THE ASSIGNMENT ROLL RECORDED IN THE OFFICE OF THE SUPERVISOR OF STREETS FOR THE EXACT AMOUNT OF EACH ASSIGNMENT LEVIED AGAINST EACH PARCEL OF LAND SHOWN ON THE ASSIGNMENT DIAGRAM.

SCALE: 1"=180'

LEGEND

-  ASSIGNMENT DISTRICT BOUNDARY
-  LANDSCAPE MAINTENANCE AREA

 CITY CLERK, CITY OF NORCO

RECORDED IN THE OFFICE OF THE SUPERVISOR OF STREETS OF THE CITY OF NORCO THIS _____ DAY OF _____

 SUPERVISOR OF STREETS,
 CITY OF NORCO

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF NORCO, THIS _____ DAY OF _____

 CITY CLERK, CITY OF NORCO

REFERENCE IS MADE TO THE ASSIGNOR'S MAPS OF THE COUNTY OF RIVERSIDE FOR A DETAILED DESCRIPTION OF THE LAND AND DIMENSIONS OF ANY PARCELS WITHIN LANDSCAPE MAINTENANCE DISTRICT NO.1 (BEAZER).

PART D

ASSESSMENT

WHEREAS, on February 3, 1999, the City Council of the City of Norco, California, pursuant to the provisions of the Landscape and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 1 (Beazer) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 10,018.00	\$ _____	\$ _____
Incidental Expenses	\$ 2,691.00	\$ _____	\$ _____
Total Cost	\$ 12,709.00	\$ _____	\$ _____
Surplus or (Deficit) from Previous Fiscal Year	\$ 4,312.00	\$ _____	\$ _____
NET TO BE ASSESSED FOR FISCAL YEAR 2010-2011	\$ 8,397.00	\$ _____	\$ _____

As required by said Act, a diagram is hereto attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2010-2011 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: _____, 2010

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 1 (BEAZER)
FISCAL YEAR 2010-2011**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
1	\$125.33		45	\$125.33	
2	\$125.33		46	\$125.33	
3	\$125.33		47	\$125.33	
4	\$125.33		48	\$125.33	
5	\$125.33		49	\$125.33	
6	\$125.33		50	\$125.33	
7	\$125.33		51	\$125.33	
8	\$125.33		52	\$125.33	
9	\$125.33		53	\$125.33	
10	\$125.33		54	\$125.33	
11	\$125.33		55	\$125.33	
12	\$125.33		56	\$125.33	
13	\$0 (City)		57	\$125.33	
14	\$125.33		58	\$125.33	
15	\$125.33		59	\$125.33	
16	\$125.33		60	\$125.33	
17	\$125.33		61	\$125.33	
18	\$125.33		62	\$125.33	
19	\$125.33		63	\$125.33	
20	\$125.33		64	\$125.33	
21	\$125.33		65	\$125.33	
22	\$125.33		66	\$125.33	
23	\$125.33		67	\$125.33	
24	\$125.33		68	\$125.33	
25	\$125.33				
26	\$125.33				
27	\$125.33				
28	\$125.33				
29	\$125.33				
30	\$125.33				
31	\$125.33				
32	\$125.33				
33	\$125.33				
34	\$125.33				
35	\$125.33				
36	\$125.33				
37	\$125.33				
38	\$125.33				
39	\$125.33				
40	\$125.33				
41	\$125.33				
42	\$125.33				
43	\$125.33				
44	\$125.33				

RESOLUTION NO. 2010-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2010-2011 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

ENGINEER'S REPORT

FOR

**LANDSCAPE MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)**

FISCAL YEAR 2010-2011

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)
FISCAL YEAR 2010-2011**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: June 16, 2010

By:



Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

**FISCAL YEAR 2010-2011
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 98-97, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duty appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

PART A

PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(WESTERN PACIFIC – TRACT 25779)
FISCAL YEAR 2010-2011**

The improvements are the operation, maintenance, and servicing of landscaping, wetlands, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fixtures, and appurtenant facilities located within public right-of-way (parkways), easements (slope and trail) and publicly owned parcels within the boundary of the Assessment District except as specifically excluded.

PART B

ESTIMATE OF COST

**LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
NORCO, CALIFORNIA**

The cost of the operation, maintenance, and servicing of the improvements for Fiscal Year 2010-2011 as described in Part A, are summarized herein and described below:

ITEM	DESCRIPTION	QUANTITY	ANNUAL COST PER YEAR
1	LANDSCAPE MAINTENANCE: includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, backflow testing, rodent control and plant replacement for Hidden Valley Parkway.	57,480 S.F. (1.32 A)	Included in parkway maintenance
2	EQUESTRIAN TRAIL: includes minor grading, replacement of wooden posts and rails, and addition of decomposed granite for trail surface.	352,500 S.F. (8.09 A)	\$ 25,380.00
3	SLOPE MAINTENANCE: includes same activities as Item 1 for exterior slopes along Hidden Valley Parkway and Norco Hills Road as well as private slopes adjacent to wetlands area at Lots 77, 78, 89, 90, and 91.	175,344 S.F. (4.03 A)	Included in parkway maintenance
4	MAINTENANCE OF WETLAND (LOT 71): trash and debris cleanup, plant replacement, pest and rodent control.	159,510 S.F. (3.66 A)	\$ 8,177.00
5	PARK MAINTENANCE (LOT 2): trash and debris cleanup, mowing, fertilization, turf care, pest and rodent control, and observation.	53,485 S.F. (1.23 A)	\$ 9,067.00
6	PARKWAY MAINTENANCE: includes all pruning, weed and pest control, fertilization, ground cover, trash and debris cleanup, irrigation to include maintenance and repair, backflow testing, rodent control and plant replacement.	128,604 S.F. (2.95 A)	\$ 39,086.00
7	UTILITIES: includes cost of water and electrical for controller for all areas.	L.S.	\$ 69,800.00
	SUBTOTAL:		\$ 151,510.00
8	OBSERVATION: staff time to manage District.	L.S.	\$ 14,879.00
9	INCIDENTALS: including Engineer's Report and proceedings, administration, printing, and advertising.		\$ 2,691.00
10	CONTINGENCY: 1.5 percent		\$ 2,273.00
	TOTAL ANNUAL COSTS:		\$ 171,353.00

Costs from City of Norco average of landscape maintenance costs for the City. Source of Information Bill Thompson and Brian Petree of the Departments of Public Works and Parks, Recreation and Community Services respectively.

Annual assessments shall be calculated based on updated numbers and upon annual adjustments to the assessment rate as provided in the Engineer's Report.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index (CPI) applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District. The CPI for 2009 was 0%.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the next fiscal year.

PART C

ASSESSMENT DIAGRAM

As Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

**LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)**

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 3 through 70 inclusive, and Lots 72 through 221, exclusive of Lot 219, of Tract No. 25779 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 284, Pages 20 through 30, inclusive, of Maps in the Office of the County Recorder of Said County.

PART D

ASSESSMENT

WHEREAS, on October 20, 1999, the City Council of the City of Norco, California, pursuant to the provisions of the Landscape and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 2 (Western Pacific) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

9

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 168,662.00	\$ _____	\$ _____
Incidental Expenses	\$ 2,691.00	\$ _____	\$ _____
Total Cost	\$ 171,353.00	\$ _____	\$ _____
Surplus or (Deficit) from Previous Fiscal Year	\$ 45,422.00	\$ _____	\$ _____
NET TO BE ASSESSED FOR FISCAL YEAR 2010-2011	\$ 125,931.00	\$ _____	\$ _____

As required by said Act, a diagram is hereto attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2010-2011 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: June 16, 2010

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
FISCAL YEAR 2010-2011**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
3	\$575.03		46	\$575.03	
4	\$575.03		47	\$575.03	
5	\$575.03		48	\$575.03	
6	\$575.03		49	\$575.03	
7	\$575.03		50	\$575.03	
8	\$575.03		51	\$575.03	
9	\$575.03		52	\$575.03	
10	\$575.03		53	\$575.03	
11	\$575.03		54	\$575.03	
12	\$575.03		55	\$575.03	
13	\$575.03		56	\$575.03	
14	\$575.03		57	\$575.03	
15	\$575.03		58	\$575.03	
16	\$575.03		59	\$575.03	
17	\$575.03		60	\$575.03	
18	\$575.03		61	\$575.03	
19	\$575.03		62	\$575.03	
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22	\$575.03		65	\$575.03	
23	\$575.03		66	\$575.03	
24	\$575.03		67	\$575.03	
25	\$575.03		68	\$575.03	
26	\$575.03		69	\$575.03	
27	\$575.03		70	\$575.03	
28	\$575.03		71	\$575.03	
29	\$575.03		72	\$575.03	
30	\$575.03		73	\$575.03	
31	\$575.03		74	\$575.03	
32	\$575.03		75	\$575.03	
33	\$575.03		76	\$575.03	
34	\$575.03		77	\$575.03	
35	\$575.03		78	\$575.03	
36	\$575.03		79	\$575.03	
37	\$575.03		80	\$575.03	
38	\$575.03		81	\$575.03	
39	\$575.03		82	\$575.03	
40	\$575.03		83	\$575.03	
41	\$575.03		84	\$575.03	
42	\$575.03		85	\$575.03	
43	\$575.03		86	\$575.03	
44	\$575.03		87	\$575.03	
45	\$575.03				

**LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
FISCAL YEAR 2010-2011**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
88	\$575.03		132	\$575.03	
89	\$575.03		133	\$575.03	
90	\$575.03		134	\$575.03	
91	\$575.03		135	\$575.03	
92	\$575.03		136	\$575.03	
93	\$575.03		137	\$575.03	
94	\$575.03		138	\$575.03	
95	\$575.03		139	\$575.03	
96	\$575.03		140	\$575.03	
97	\$575.03		141	\$575.03	
98	\$575.03		142	\$575.03	
99	\$575.03		143	\$575.03	
100	\$575.03		144	\$575.03	
101	\$575.03		145	\$575.03	
102	\$575.03		146	\$575.03	
103	\$575.03		147	\$575.03	
104	\$575.03		148	\$575.03	
105	\$575.03		149	\$575.03	
106	\$575.03		150	\$575.03	
107	\$575.03		151	\$575.03	
108	\$575.03		152	\$575.03	
109	\$575.03		153	\$575.03	
110	\$575.03		154	\$575.03	
111	\$575.03		155	\$575.03	
112	\$575.03		156	\$575.03	
113	\$575.03		157	\$575.03	
114	\$575.03		158	\$575.03	
115	\$575.03		159	\$575.03	
116	\$575.03		160	\$575.03	
117	\$575.03		161	\$575.03	
119	\$575.03		163	\$575.03	
120	\$575.03		164	\$575.03	
121	\$575.03		165	\$575.03	
122	\$575.03		166	\$575.03	
123	\$575.03		167	\$575.03	
124	\$575.03		168	\$575.03	
125	\$575.03		169	\$575.03	
126	\$575.03		170	\$575.03	
127	\$575.03		171	\$575.03	
128	\$575.03				
129	\$575.03				
130	\$575.03				
131	\$575.03...				

**LANDSCAPE MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)
FISCAL YEAR 2010-2011**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
172	\$575.03		216	\$575.03	
173	\$575.03		217	\$575.03	
174	\$575.03		218	\$575.03	
175	\$575.03		219	\$575.03	
176	\$575.03		220	\$575.03	
177	\$575.03		221	\$575.03	
178	\$575.03				
179	\$575.03				
180	\$575.03				
181	\$575.03				
182	\$575.03				
183	\$575.03				
184	\$575.03				
185	\$575.03				
186	\$575.03				
187	\$575.03				
188	\$575.03				
189	\$575.03				
190	\$575.03				
191	\$575.03				
192	\$575.03				
193	\$575.03				
194	\$575.03				
195	\$575.03				
196	\$575.03				
197	\$575.03				
198	\$575.03				
199	\$575.03				
200	\$575.03				
201	\$575.03				
202	\$575.03				
203	\$575.03				
204	\$575.03				
206	\$575.03				
207	\$575.03				
208	\$575.03				
209	\$575.03				
210	\$575.03				
211	\$575.03				
212	\$575.03				
213	\$575.03				
214	\$575.03				
215	\$575.03				

TOTAL TO BE ASSESSED IS \$125,931.00

/-75812

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2010-2011 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 3 (CENTEX)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

ENGINEER'S REPORT

FOR

**LANDSCAPE MAINTENANCE DISTRICT NO. 3
(CENTEX- TRACT 28626)**

FISCAL YEAR 2010-2011

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 3
(CENTEX – TRACT 28626)
FISCAL YEAR 2010-2011**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: June 16, 2010

By: 

Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

**FISCAL YEAR 2010-2011
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 98-97, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 3
(CENTEX – TRACT 28626)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duty appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.

PART A

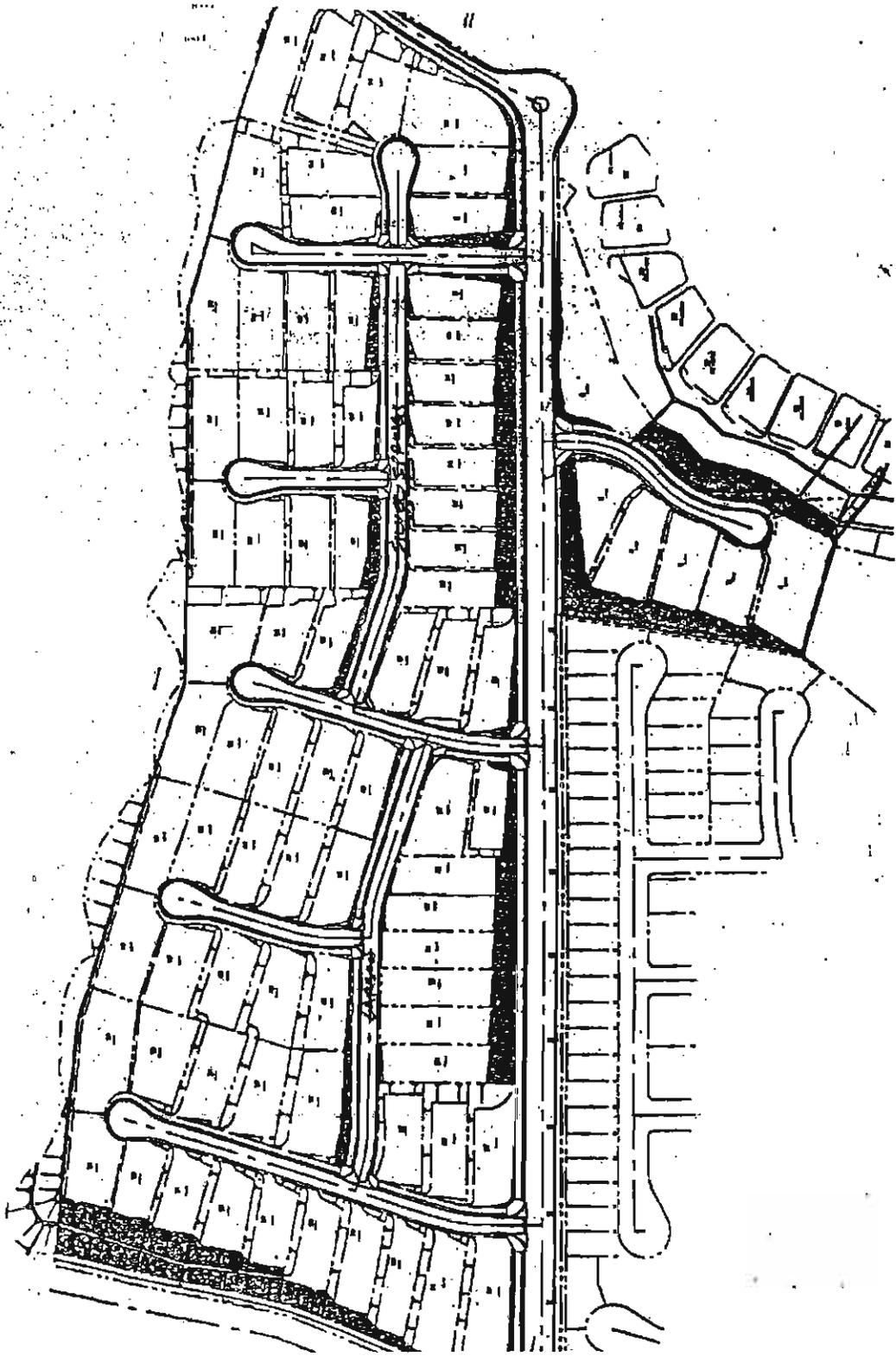
PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 3
(CENTEX – TRACT 28626)
FISCAL YEAR 2010-2011**

The improvements are the operation, maintenance, and servicing of landscaping, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fencing, fixtures, and appurtenant facilities located within public rights-of-way (parkways), easements (slope and trail) and publicly owned parcels within the boundary of the Assessment District except as specifically excluded.



PART B

ESTIMATE OF COST

**LANDSCAPE MAINTENANCE DISTRICT NO. 3 (CENTEX – TRACT 28626)
NORCO, CALIFORNIA**

The cost of the operation, maintenance, and servicing of the improvements for Fiscal Year 2010-2011 as described in Part A, are summarized herein and described below:

ITEM	DESCRIPTION	QUANTITY	ANNUAL COST PER YEAR
1	LANDSCAPE MAINTENANCE (INTERIOR): includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, backflow testing, rodent control, plant replacement, and observation.	48,843 S.F. (1.12 A)	\$ 28,550.00
2	EQUESTRIAN TRAIL: includes minor grading, replacement of wooden posts and rails, and addition of decomposed granite for trail surface.	92,100 S.F. (2.11 A)	\$ 6,631.00
3	SLOPE MAINTENANCE: includes same activities as Item 1 for exterior slopes along Parkview Drive and Norco Hills Road as well as private slopes at Lots 1, 2, 3, and 4.	186,541 S.F. (4.28 A)	\$ Included in landscape maintenance
4	UTILITIES: includes cost of water and electrical for controller for all landscape areas.	L.S.	\$ 30,000.00
	SUBTOTAL:		\$ 65,131.00
5	OBSERVATION: includes cost for landscape contractor management.	L.S.	\$ 6,585.00
6	INCIDENTALS: including Engineer's Report and proceedings, administration, printing, and advertising.		\$ 2,091.00
7	CONTINGENCY: 2.0 percent		\$ 1,303.00
	TOTAL ANNUAL COSTS:		\$ 75,110.00

Costs from City of Norco average of landscape maintenance costs for the City. Source of information Bill Thompson and Brian Petree of the Departments of Public Works and Parks, Recreation and Community Services respectively.

Annual assessments shall be calculated based on updated numbers and upon annual adjustments to the assessment rate as provided in the Engineer's Report.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District for 2009 the CPI was 0%.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the next fiscal year.

PART C

ASSESSMENT DIAGRAM

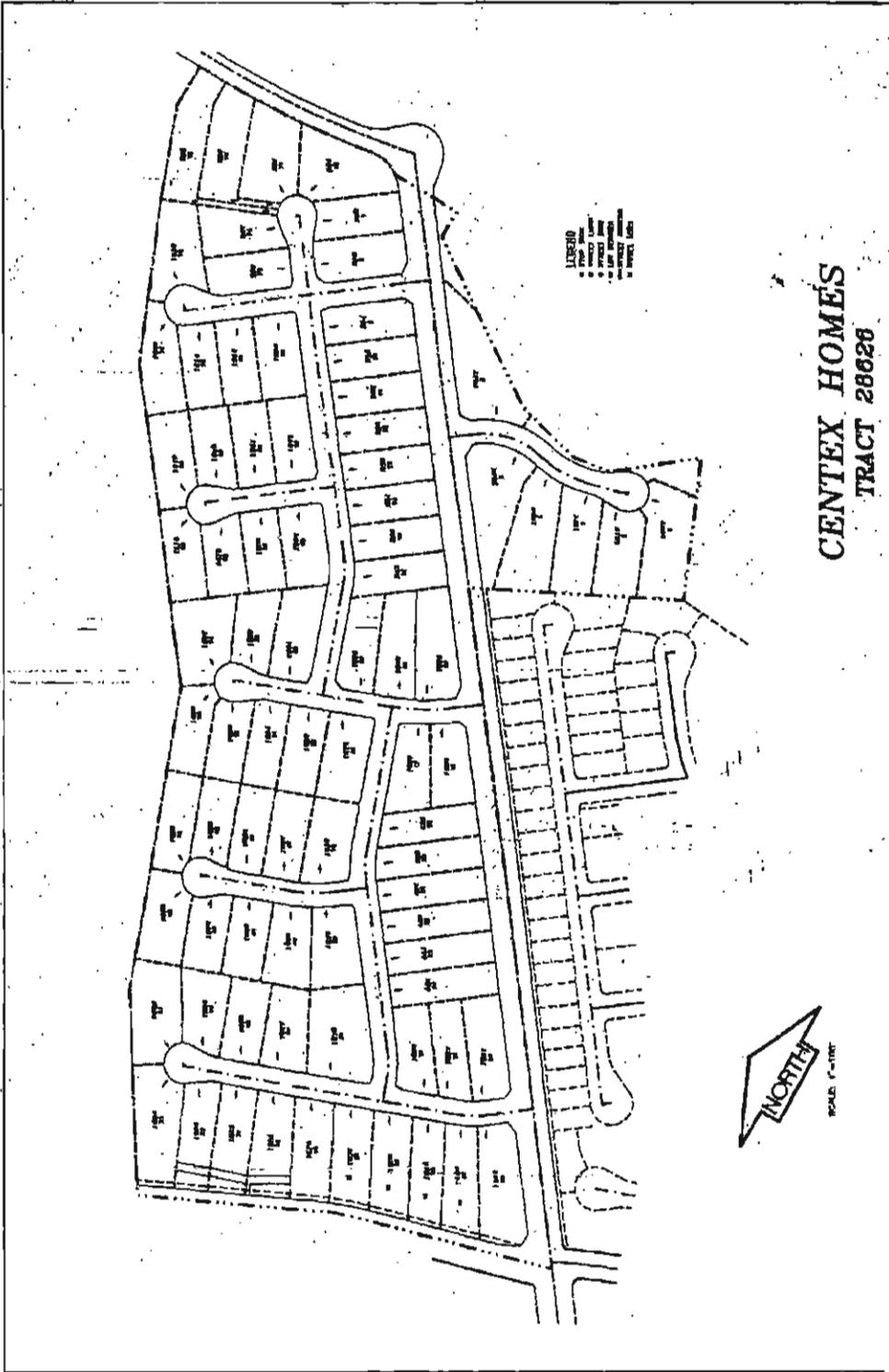
As Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

**LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 3 (CENTEX – TRACT 28626)**

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 1 through 82 inclusive, of Tract No. 28626 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 295, Pages 46 through 53, inclusive, of Maps in the Office of the County Recorder of Said County.



CENTEX HOMES
TRACT 28626



PART D

ASSESSMENT

WHEREAS, on April 18, 2001, the City Council of the City of Norco, California, pursuant to the provisions of the Landscape and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 3 (Centex – Tract 28626) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 72,819.00	\$ _____	\$ _____
Incidental Expenses	\$ 2,291.00	\$ _____	\$ _____
Total Cost	\$ 75,110.00	\$ _____	\$ _____
Surplus or (Deficit) from Previous Fiscal Year	\$ 3,899.00	\$ _____	\$ _____
NET TO BE ASSESSED FOR FISCAL YEAR 2010-2011	\$ 71,211.00	\$ _____	\$ _____

As required by said Act, a diagram is hereto attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2010-2011 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: June 16, 2010

Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
 LANDSCAPE MAINTENANCE DISTRICT NO. 3 (CENTEX – TRACT 28626)
 FISCAL YEAR 2010-2011**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
1	\$868.43		45	\$868.43	
2	\$868.43		46	\$868.43	
3	\$868.43		47	\$868.43	
4	\$868.43		48	\$868.43	
5	\$868.43		49	\$868.43	
6	\$868.43		50	\$868.43	
7	\$868.43		51	\$868.43	
8	\$868.43		52	\$868.43	
9	\$868.43		53	\$868.43	
10	\$868.43		54	\$868.43	
11	\$868.43		55	\$868.43	
12	\$868.43		56	\$868.43	
13	\$868.43		57	\$868.43	
14	\$868.43		58	\$868.43	
15	\$868.43		59	\$868.43	
16	\$868.43		60	\$868.43	
17	\$868.43		61	\$868.43	
18	\$868.43		62	\$868.43	
19	\$868.43		63	\$868.43	
20	\$868.43		64	\$868.43	
21	\$868.43		65	\$868.43	
22	\$868.43		66	\$868.43	
23	\$868.43		67	\$868.43	
24	\$868.43		68	\$868.43	
25	\$868.43		69	\$868.43	
26	\$868.43		70	\$868.43	
27	\$868.43		71	\$868.43	
28	\$868.43		72	\$868.43	
29	\$868.43		73	\$868.43	
30	\$868.43		74	\$868.43	
31	\$868.43		75	\$868.43	
32	\$868.43		76	\$868.43	
33	\$868.43		77	\$868.43	
34	\$868.43		78	\$868.43	
35	\$868.43		79	\$868.43	
36	\$868.43		80	\$868.43	
37	\$868.43		81	\$868.43	
38	\$868.43		82	\$868.43	
39	\$868.43				
40	\$868.43				
41	\$868.43				
42	\$868.43				
43	\$868.43				
44	\$868.43				

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2010—2011 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 4 (NORCO RIDGE RANCH)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

ENGINEER'S REPORT

FOR

**LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 AND 29589)**

FISCAL YEAR 2010-2011

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 AND 29589)
FISCAL YEAR 2009-2010**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: June 16, 2010

By: 
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

**FISCAL YEAR 2010-2011
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. No. 98-97 adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 AND 29589)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duty appointed ENGINEER OF WORK, submit herewith the "Report" consisting of five parts as follows:

PART A – PLANS AND SPECIFICATIONS

Contains a description of the improvements that are to be maintained or serviced by the District.

PART B – ESTIMATE OF COST

Identifies the estimated cost of the services or maintenance to be provided by the District, including incidental costs and expenses in connection herewith.

PART C – METHOD OF APPORTIONMENT

Describes the basis on which the costs have been apportioned to each parcel of land within the Assessment District, in proportion to the estimated benefits to be received by such lots and parcels.

PART D – ASSESSMENT ROLL

Identifies the maximum assessment to be levied on each benefited lot or parcel of land within the Assessment District.

PART E – ASSESSMENT DIAGRAM

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART A

PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH TRACTS 29588 AND 29589)
FISCAL YEAR 2010-2011**

The improvements to be maintained and serviced include landscaping as described herein.

Landscaping and Appurtenant Improvements:

Improvements include but are not limited to: landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, and appurtenant facilities, in public rights-of-way, parkways, slopes, trails, open space and dedicated easements within the boundaries of said Assessment District. The following are the facilities to be maintained within the District:

Slopes, Parkway and Trails

1. Slope landscaping-non-irrigated
(3.78 acres)
2. Slope landscaping-irrigated
(13.17 acres)
3. Fuel modification areas (17.66 acres)
4. Parkway landscaping (1.11 acres)
5. Equestrian trails (26.54 acres)

Open Space and Wetlands Areas

1. Natural open space – non-irrigated
(384.34 acres)
2. Wetlands area – non-irrigated
(13.04 acres)

The District will fund costs in connection with the District maintenance and servicing including, but not limited to, labor, electrical energy, water, materials, contracting services, administration, and other expenses necessary for the satisfactory maintenance and operation of these improvements.

Maintenance means the furnishing of services and materials for the ordinary and usual operation, maintenance and servicing of the landscaping and appurtenant improvements, including repair, removal or replacement of all or part of any of the landscaping or appurtenant improvements; providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste, and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

Operating and servicing means the furnishing of water for the irrigation of the landscaping, the maintenance of irrigation controllers and appurtenant facilities and the furnishing of telephone services and electric energy, and administration of all aspects of the operation, maintenance and servicing of the improvements.

The plans and specifications for the improvements, showing the general nature, location and the extent of the improvements, are on file in the office of the City Engineer and are by reference herein made a part of this report.

PART B

ESTIMATE OF COST

**LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH-TRACTS 29588 & 29589)
NORCO, CALIFORNIA**

The estimated costs for the operation, maintenance and servicing of the facilities, shown below, are the estimated costs of maintenance if the facilities were fully maintained for Fiscal Year 2010-2011. The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessment proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with district proceedings.

Direct Costs

Natural Open Space	\$ 21,682.00
Wetlands Area	\$ 10,000.00
Contractual Maintenance	\$111,929.00
Non-Irrigated Slope Landscaping	
Irrigated Slope Landscaping	
Fuel Modification	
Zone B "Irrigated Zone"	
Zone C "Thinning Zone"	
Zone D "Thinning Zone"	
Parkway Landscaping	
Tree Replacement	\$ 10,000.00
Equestrian Trails	\$ 83,233.00
Utilities	\$161,400.00
Operating Contingency (5% max)	<u>\$ 19,912.00</u>
Subtotal-Direct Costs	\$418,156.00
Administrative Costs (5% max)	
Observation	\$ 18,178.00
Incidentals	\$ 2,730.00
Operating Reserve for Trail Maintenance	<u>\$ 44,773.00</u>
TOTAL ANNUAL BUDGET	\$483,837.00

The 1972 Act requires that a special fund to set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District.

PART C

METHOD OF APPORTIONMENT

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

REASON FOR THE ASSESSMENT

The assessment is proposed to be levied to defray the costs of the operation, servicing and maintenance of landscaping and appurtenant improvements within the public rights-of-way, as previously defined herein in Part A of this Report.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

The amount to be paid for the maintenance of said improvements, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 481,107.00	\$	\$
Incidental Expenses	\$ 2,730.00	\$	\$
Total Cost	\$ 483,837.00	\$	\$
Surplus or from			
Previous Fiscal Year	\$ 20,000.00	\$	\$
NET TO BE ASSESSED	\$ 463,837.00	\$	\$
FOR FISCAL YEAR			
2010-2011			

The table below provides the assessment apportionment for the various development areas within the Norco Ridge Ranch Specific Plan and shows the maximum annual assessment rate per planned SFR lot. The golf course lots are undeveloped.

<u>Tract Nos.</u>	<u>Planned SFR Lots</u>	<u>Total Assessment Estimate</u>	<u>Maximum* Asmt. Rate per Planned SFR Lot</u>
Tr 29588,-2,-3,-4,-5	393	\$268,285.45	\$915.65/lot
Tr 29589-1,-2,-3	239	\$218,840.35	\$915.65/lot
Tr 29588-1*	25	\$ 0	\$ 0/lot
Other Assessable Lots	<u>5</u>	<u>\$ 4,578.25</u>	\$915.65/lot
	562	\$491,704.05	

*Lots in Tr 29588-1 included in District but receives no benefit. Subdivision not contiguous with Norco Ridge Ranch.

The table below provides the final approved assessment apportionment without the previous year's surplus has been applied.

<u>Tract Nos.</u>	<u>Planned SFR Lots</u>	<u>Total Assessment Estimate</u>	<u>Assessment</u>
Tr 29588-1,-2,-3,-4,-5	293	\$253,081.68	\$863.76/ lot
Tr 29589-1,-2,-3	239	\$206,438.64	\$863.76/ lot
Tr 29588-1	0	\$ 0	\$ 0/lot
Other Assessable Lots	<u>5</u>	<u>\$ 4,318.86</u>	\$863.76/ lot
	537	\$463,839.12	

*The maximum annual maintenance assessment rates may be increased each year by the annual change in the Consumer Price Index (CPI), during the preceding year ending in March, for All Urban Consumers, for the Los Angeles, Riverside and Orange County areas. The CPI for 2009 was 0%, for a maximum assessment of \$915.65/lot.

The actual assessments levied in any fiscal year will be as approved by the City Council and may not exceed the maximum assessment rate without receiving property owner approval for the increase.

PART D

ASSESSMENT ROLL

The Assessment Roll is a listing of the proposed assessment for Fiscal Year 2010-2011 apportioned to each lot or parcel, as shown on the last equalized roll of the Assessor of the County of Riverside. The Assessment Roll is provided below and is incorporated herein.

The description of each lot or parcel is part of the records of the Assessor of the County of Riverside and these records are, by reference, made part of this Report.

The following list of parcels will be assessed for landscape maintenance:

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2010-2011**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1230800150	\$0 00		1235100048	\$863 76	
1230800194	\$0 00		1235100059	\$863 76	
1230800226	\$0.00	undeveloped	1235100060	\$863.76	
1230800248	\$0 00	undeveloped	1235100071	\$863 76	
1230800282	\$0 00		1235100082	\$863.76	
1230800303	\$0 00	undeveloped	1235100093	\$863 76	
1230800325	\$0 00	directly bill	1235100103	\$863.76	
1230800347	\$0 00	Vacant-directly bill	1235100114	\$0.00	
1230800358	\$0 00	Vacant-directly bill	1235110018	\$863 76	
1230800369	\$0 00	undeveloped	1235110029	\$863 76	
1230800370	\$0 00	Golf Course Lot	1235110030	\$863.76	
1230800381	\$0 00	undeveloped	1235110041	\$863 76	
1230800523	\$0 00	Golf Course Lot	1235110052	\$863 76	
1230800534	\$0 00	Golf Course Lot	1235110063	\$863.76	
1230800545	\$0 00	Vacant-directly bill	1235110074	\$863.76	
1230800633	\$0 00		1235110085	\$863.76	
1230800644	\$0 00	Golf Course Lot	1235110096	\$863 76	
1230800655	\$0 00	Golf Course Lot	1235110106	\$0 00	
1230800666	\$0 00	Golf Course Lot	1235200016	\$863.76	
1230800709	\$0 00	undeveloped	1235200027	\$863.76	
1230800710	\$0 00	undeveloped	1235200038	\$863.76	
1234500153	\$863 76		1235200049	\$863 76	
1234500164	\$863.76		1235200050	\$863 76	
1234500175	\$863.76		1235200061	\$863 76	
1234500186	\$863 76		1235200072	\$863.76	
1234500197	\$863 76		1235200083	\$863.76	
1234500207	\$863 76		1235200094	\$863.76	
1234500218	\$863 76		1235200104	\$863.76	
1234500229	\$863 76		1235200115	\$863.76	
1234500230	\$863 76		1235200126	\$863.76	
1234500263	\$863 76		1235200137	\$863.76	
1234500274	\$863 76		1235200148	\$863.76	
1234500285	\$863 76		1235210019	\$863.76	
1235000069	\$863.76		1235400018	\$863.76	
1235000070	\$863.76		1235400029	\$863.76	
1235000081	\$863 76		1235400030	\$863.76	
1235000092	\$863 76		1235400041	\$863.76	
1235000102	\$863 76		1235400052	\$863.76	
1235000113	\$863 76		1235400063	\$863 76	
1235000124	\$863 76		1235400074	\$863.76	
1235000146	\$863 76		1235400085	\$863 76	
1235000157	\$863 76		1235400096	\$863.76	
1235000168	\$863 76		1235400106	\$863 76	
1235000179	\$863 76		1235400117	\$863.76	
1235000180	\$863 76		1235400128	\$863 76	
1235100015	\$863 76		1235400139	\$863.76	
1235100026	\$863.76		1235400140	\$863 76	
1235100037	\$863.76		1235400151	\$863 76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2010-2011**

Parcel No	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No	As Preliminarily Approved	As Finally Confirmed and Recorded
1235400162	\$863.76		1235700055	\$863.76	
1235400173	\$863.76		1235700066	\$863.76	
1235400184	\$863.76		1235700077	\$863.76	
1235400195	\$863.76		1235700088	\$863.76	
1235400205	\$863.76		1235700099	\$863.76	
1235400216	\$863.76		1235700109	\$863.76	
1235400227	\$863.76		1235700110	\$863.76	
1235500019	\$863.76		1235700121	\$863.76	
1235500020	\$863.76		1235700132	\$863.76	
1235500031	\$863.76		1235700143	\$863.76	
1235500064	\$863.76		1235700154	\$863.76	
1235500075	\$863.76		1235700165	\$863.76	
1235500086	\$863.76		1235700176	\$863.76	
1235500097	\$863.76		1235800012	\$863.76	
1235500107	\$863.76		1235800023	\$863.76	
1235500118	\$863.76		1235800034	\$863.76	
1235500129	\$863.76		1235800090	\$863.76	
1235500196	\$863.76		1235800188	\$863.76	
1235500206	\$863.76		1235900013	\$863.76	
1235510012	\$863.76		1235900024	\$863.76	
1235510023	\$863.76		1235900035	\$863.76	
1235510034	\$863.76		1235900046	\$863.76	
1235510045	\$863.76		1235900057	\$863.76	
1235510056	\$863.76		1235900068	\$863.76	
1235600010	\$863.76		1235900079	\$863.76	
1235600021	\$863.76		1235900080	\$863.76	
1235600032	\$863.76		1235900091	\$863.76	
1235600043	\$863.76		1235900101	\$863.76	
1235600054	\$863.76		1235900112	\$863.76	
1235600065	\$863.76		1235900123	\$863.76	
1235600076	\$863.76		1235900134	\$863.76	
1235600087	\$863.76		1235900145	\$863.76	
1235600098	\$863.76		1235900156	\$863.76	
1235600108	\$863.76		1235910016	\$863.76	
1235600119	\$863.76		1235910027	\$863.76	
1235600120	\$863.76		1235910038	\$863.76	
1235610013	\$863.76		1235910049	\$863.76	
1235610024	\$863.76		1235910050	\$863.76	
1235610035	\$863.76		1235910061	\$863.76	
1235610046	\$863.76		1235910072	\$863.76	
1235610057	\$863.76		1235910083	\$863.76	
1235610068	\$863.76		1235920019	\$863.76	
1235610079	\$863.76		1235920020	\$863.76	
1235700011	\$863.76		1235920031	\$863.76	
1235700022	\$863.76		1236000013	\$863.76	
1235700033	\$863.76		1236000024	\$863.76	
1235700044	\$863.76		1236000035	\$863.76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2010-2011**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1236000046	\$863.76		1236130035	\$863.76	
1236000057	\$863.76		1236130046	\$863.76	
1236000068	\$863.76		1236130057	\$863.76	
1236000079	\$863.76		1236130068	\$863.76	
1236000080	\$863.76		1236130079	\$863.76	
1236000091	\$863.76		1236130080	\$863.76	
1236000101	\$863.76		1236200015	\$863.76	
1236000112	\$863.76		1236200026	\$863.76	
1236000123	\$863.76		1236200037	\$863.76	
1236000134	\$863.76		1236200048	\$863.76	
1236000178	\$863.76		1236200059	\$863.76	
1236000189	\$863.76		1236200060	\$863.76	
1236000190	\$863.76		1236200071	\$863.76	
1236000200	\$863.76		1236210018	\$863.76	
1236000211	\$863.76		1236210029	\$863.76	
1236000222	\$863.76		1236210030	\$863.76	
1236000233	\$863.76		1236210041	\$863.76	
1236020019	\$863.76		1236210052	\$863.76	
1236020020	\$863.76		1236210063	\$863.76	
1236020031	\$863.76		1236210074	\$863.76	
1236020042	\$863.76		1236210085	\$863.76	
1236020053	\$863.76		1236210096	\$863.76	
1236020064	\$863.76		1236210106	\$863.76	
1236020075	\$863.76		1236210117	\$863.76	
1236020086	\$863.76		1236210128	\$863.76	
1236020097	\$863.76		1236210139	\$863.76	
1236020107	\$863.76		1236210140	\$863.76	
1236020118	\$863.76		1236210151	\$863.76	
1236100014	\$863.76		1236210162	\$863.76	
1236100025	\$863.76		1236210173	\$863.76	
1236110017	\$863.76		1236300016	\$863.76	
1236110028	\$863.76		1236300027	\$863.76	
1236110039	\$863.76		1236300038	\$863.76	
1236120010	\$863.76		1236300049	\$863.76	
1236120021	\$863.76		1236300050	\$863.76	
1236120032	\$863.76		1236300061	\$863.76	
1236120043	\$863.76		1236300072	\$863.76	
1236120054	\$863.76		1236300083	\$863.76	
1236120065	\$863.76		1236300094	\$863.76	
1236120076	\$863.76		1236300104	\$863.76	
1236120087	\$863.76		1236300115	\$863.76	
1236120098	\$863.76		1236300126	\$863.76	
1236120108	\$863.76		1236300137	\$863.76	
1236120119	\$863.76		1236300148	\$863.76	
1236120120	\$863.76		1236300159	\$863.76	
1236130013	\$863.76		1236300160	\$863.76	
1236130024	\$863.76		1236300171	\$863.76	

**LIST OF ASSESSMENTS
 LANDSCAPE MAINTENANCE DISTRICT NO. 4
 (NORCO RIDGE RANCH – TRACTS 29588 & 29589)
 FISCAL YEAR 2010-2011**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1236300182	\$863.76		1236600086	\$863.76	
1236300193	\$863.76		1236600097	\$863.76	
1236300203	\$863.76		1236600107	\$863.76	
1236300214	\$863.76		1236600118	\$863.76	
1236300225	\$863.76		1236600129	\$863.76	
1236300236	\$863.76		1236600130	\$863.76	
1236400017	\$863.76		1236600141	\$863.76	
1236400028	\$863.76		1236610012	\$863.76	
1236400039	\$863.76		1236610023	\$863.76	
1236400040	\$863.76		1236610034	\$863.76	
1236400051	\$863.76		1236610045	\$863.76	
1236400105	\$863.76		1236610056	\$863.76	
1236400116	\$863.76		1236610067	\$863.76	
1236400127	\$863.76		1236610079	\$863.76	
1236400138	\$863.76		1236610089	\$863.76	
1236400149	\$863.76		1236610090	\$863.76	
1236400150	\$863.76		1236610100	\$863.76	
1236400161	\$863.76		1236610111	\$863.76	
1236400172	\$863.76		1236700010	\$863.76	
1236400183	\$863.76		1236700021	\$863.76	
1236400194	\$863.76		1236700032	\$863.76	
1236400204	\$863.76		1236700043	\$863.76	
1236400215	\$863.76		1236700054	\$863.76	
1236500018	\$863.76		1236700065	\$863.76	
1236500029	\$863.76		1236700076	\$863.76	
1236500030	\$863.76		1236700087	\$863.76	
1236500041	\$863.76		1236700098	\$863.76	
1236500052	\$863.76		1236710013	\$863.76	
1236500063	\$863.76		1236710024	\$863.76	
1236500074	\$863.76		1236710035	\$863.76	
1236500085	\$863.76		1236710046	\$863.76	
1236500096	\$863.76		1236710057	\$863.76	
1236500106	\$863.76		1236710068	\$863.76	
1236500117	\$863.76		1236710079	\$863.76	
1236500128	\$863.76		1236710080	\$863.76	
1236500139	\$863.76		1236710091	\$863.76	
1236500140	\$863.76		1236710101	\$863.76	
1236510011	\$863.76		1236710112	\$863.76	
1236510022	\$863.76		1236710123	\$863.76	
1236510033	\$863.76		1236710134	\$863.76	
1236600019	\$863.76		1236710145	\$863.76	
1236600020	\$863.76		1236710156	\$863.76	
1236600031	\$863.76		1236710167	\$863.76	
1236600042	\$863.76		1235800209	\$0.00	Vacant-directly bill
1236600053	\$863.76		1235800210	\$0.00	Vacant-directly bill
1236600064	\$863.76		1682500031	\$0.00	undeveloped
1236600075	\$863.76		1682500042	\$0.00	undeveloped

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2010-2011**

Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1682500053	\$0.00	undeveloped	1682700011	\$863.76	
1682500064	\$0.00	undeveloped	1682700022	\$863.76	
1682500075	\$0.00	undeveloped	1682700033	\$863.76	
1682500086	\$0.00	undeveloped	1682700044	\$863.76	
1682500097	\$0.00	undeveloped	1682700055	\$863.76	
1682500107	\$0.00	undeveloped	1682700066	\$863.76	
1682500118	\$0.00	undeveloped	1682700077	\$863.76	
1682500129	\$0.00	undeveloped	1682700088	\$863.76	
1682500130	\$0.00	Golf Course Lot	1682700099	\$863.76	
1682500141	\$0.00	undeveloped	1682700109	\$863.76	
1682500152	\$0.00	undeveloped	1682700110	\$863.76	
1682500163	\$0.00	undeveloped	1682700121	\$863.76	
1682500174	\$0.00	undeveloped	1682700132	\$863.76	
1682500185	\$0.00	Vacant-directly bill	1682700143	\$863.76	
1682500196	\$0.00	undeveloped	1682700154	\$863.76	
1682500206	\$0.00	undeveloped	1682700165	\$863.76	
1682500217	\$0.00	Golf Course Lot	1682710014	\$863.76	
1682500228	\$0.00	undeveloped	1682710025	\$863.76	
1682500239	\$0.00	undeveloped	1682710036	\$863.76	
1682500240	\$0.00	undeveloped	1682710047	\$863.76	
1682500251	\$0.00	Vacant-directly bill	1682710058	\$863.76	
1682500262	\$0.00	undeveloped	1682800012	\$863.76	
1682500273	\$0.00		1682800023	\$863.76	
1682500284	\$0.00		1682800034	\$863.76	
1682500295	\$0.00	undeveloped	1682800045	\$863.76	
1682600010	\$863.76		1682800056	\$863.76	
1682600021	\$863.76		1682800067	\$863.76	
1682600032	\$863.76		1682810015	\$863.76	
1682600043	\$863.76		1682810026	\$863.76	
1682600054	\$863.76		1682810037	\$863.76	
1682600065	\$863.76		1682810048	\$863.76	
1682600076	\$863.76		1682810059	\$863.76	
1682600087	\$863.76		1682810060	\$863.76	
1682600098	\$863.76		1682810071	\$863.76	
1682600108	\$863.76		1682810082	\$863.76	
1682600119	\$863.76		1682820018	\$863.76	
1682600120	\$863.76		1682820029	\$863.76	
1682600131	\$863.76		1682820030	\$863.76	
1682600142	\$863.76		1682820041	\$863.76	
1682600153	\$863.76		1682900013	\$863.76	
1682600164	\$863.76		1682900024	\$863.76	
1682600175	\$863.76		1682900035	\$863.76	
1682600186	\$863.76		1682900046	\$863.76	
1682600197	\$863.76		1682900057	\$863.76	
1682600207	\$863.76		1682900068	\$863.76	
1682600218	\$863.76		1682900079	\$863.76	
1682600229	\$863.76		1682900080	\$863.76	

**LIST OF ASSESSMENTS
LANDSCAPE MAINTENANCE DISTRICT NO. 4
(NORCO RIDGE RANCH – TRACTS 29588 & 29589)
FISCAL YEAR 2010-2011**

Parcel No	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1682900091	\$863.76		1683000321	\$863.76	
1682900101	\$863.76		1683000332	\$863.76	
1682900112	\$863.76		1683000343	\$863.76	
1682910016	\$863.76		1683000354	\$863.76	
1682910027	\$863.76		1683000365	\$863.76	
1682910038	\$863.76		1683000376	\$863.76	
1682910049	\$863.76		1683000387	\$863.76	
1682910050	\$863.76		1683000398	\$863.76	
1682910061	\$863.76		1683100014	\$863.76	
1682920019	\$863.76		1683110017	\$863.76	
1682920020	\$863.76		1683110028	\$863.76	
1682920031	\$863.76		1683110039	\$863.76	
1682920042	\$863.76		1683110040	\$863.76	
1682920053	\$863.76		1683110051	\$863.76	
1682920064	\$863.76		1683110062	\$863.76	
1682920075	\$863.76		1683110073	\$863.76	
1683000013	\$863.76		1683110084	\$863.76	
1683000024	\$863.76		1683110095	\$863.76	
1683000035	\$863.76		1683110105	\$863.76	
1683000046	\$863.76		1683110116	\$863.76	
1683000057	\$863.76		1683110127	\$863.76	
1683000068	\$863.76		1683110138	\$863.76	
1683000079	\$863.76		1683110149	\$863.76	
1683000080	\$863.76		1683110150	\$863.76	
1683000091	\$863.76		1683110161	\$863.76	
1683000101	\$863.76		1683110172	\$863.76	
1683000112	\$863.76		1683110183	\$863.76	
1683000123	\$863.76		1683120010	\$863.76	
1683000134	\$863.76		1683120021	\$863.76	
1683000145	\$863.76		1683120032	\$863.76	
1683000156	\$863.76		1683120043	\$863.76	
1683000167	\$863.76		1683120054	\$863.76	
1683000178	\$863.76		1683120065	\$863.76	
1683000189	\$863.76		1683120076	\$863.76	
1683000190	\$863.76		1683120087	\$863.76	
1683000200	\$863.76		1683120098	\$0.00	
1683000211	\$863.76		1683200015	\$863.76	
1683000222	\$863.76		1683200026	\$863.76	
1683000233	\$863.76		1683200037	\$863.76	
1683000244	\$863.76		1683200048	\$863.76	
1683000255	\$863.76		1683200059	\$863.76	
1683000266	\$863.76		1683200060	\$863.76	
1683000277	\$863.76		1683200071	\$863.76	
1683000288	\$863.76		1683200082	\$863.76	
1683000299	\$863.76		1683200093	\$863.76	
1683000309	\$863.76		1683200103	\$863.76	
1683000310	\$863.76		1683200114	\$863.76	

**LIST OF ASSESSMENTS
 LANDSCAPE MAINTENANCE DISTRICT NO. 4
 (NORCO RIDGE RANCH – TRACTS 29588 & 29589)
 FISCAL YEAR 2010-2011**

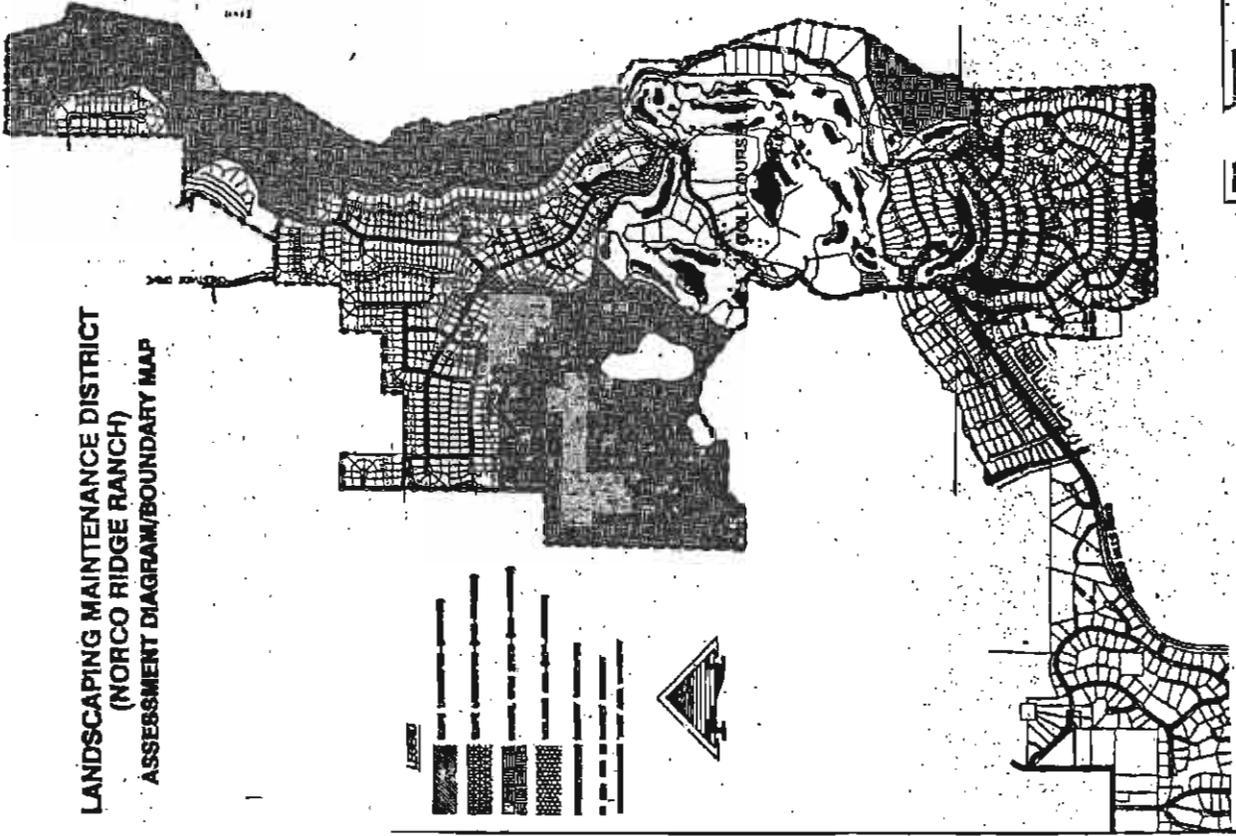
Parcel No	As Preliminarily Approved	As Finally Confirmed and Recorded	Parcel No.	As Preliminarily Approved	As Finally Confirmed and Recorded
1683200125	\$863.76				
1683200136	\$863.76				
1683200147	\$863.76				
1683200158	\$863.76				
1683200169	\$863.76				
1683200170	\$863.76				
1683210018	\$863.76				
1683210029	\$863.76				
1683210030	\$863.76				
1683210041	\$863.76				
1683210052	\$863.76				
1683210063	\$863.76				
1683210074	\$863.76				
1683210085	\$863.76				
1683210096	\$863.76				
1683210106	\$863.76				
1683210117	\$863.76				
1683210128	\$863.76				
1683210139	\$863.76				
1683500011	\$863.76				
1683500021	\$863.76				
1683500031	\$863.76				
1683500041	\$863.76				
1683500051	\$863.76				
1683500061	\$863.76				
1683500071	\$863.76				
1683500081	\$863.76				
1683500091	\$863.76				
1683500101	\$863.76				
1683500111	\$863.76				
1683500121	\$863.76				
1683500131	\$863.76				
1683500141	\$863.76				
1683500151	\$863.76				
1683500161	\$863.76				
1683500171	\$863.76				
1683500181	\$863.76				
1683500191	\$863.76				
1683500201	\$863.76				
1683500211	\$863.76				
1683500221	\$863.76				
1683500231	\$863.76				
1683500241	\$863.76				
1683500511	\$863.76				

PART E

ASSESSMENT DIAGRAM

An Assessment Diagram for the Assessment District is on file in the office of the City Engineer. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made part of this Report. A reduced scale map depicting the assessment diagram is attached hereto.

**LANDSCAPING MAINTENANCE DISTRICT
(NORCO RIDGE RANCH)
ASSESSMENT DIAGRAM/BOUNDARY MAP**



DATE: 11/11/11
DRAWN BY: J. L. HARRIS
CHECKED BY: J. L. HARRIS
SCALE: AS SHOWN

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING THE ENGINEER'S "PRELIMINARY REPORT" AND THE ANNUAL LEVY OF ASSESSMENTS FOR THE FISCAL YEAR 2010-2011 IN SAID DISTRICT.

WHEREAS, the City Council of the City of Norco, California, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)

(hereinafter referred to as the "District"); and

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

SECTION 2: That the "Report" as presented, consisting of the following:

- A. Plans and specifications;
- B. Estimate of cost;
- C. Diagram of the District;
- D. Assessment of the estimated cost;

is hereby approved on a preliminary basis, and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3: That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

ENGINEER'S REPORT

FOR

LANDSCAPE MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)

FISCAL YEAR 2010-2011

PREPARED FOR THE

CITY OF NORCO

RIVERSIDE COUNTY, CALIFORNIA

PREPARED BY:

DOMINIC C. MILANO, P.E.

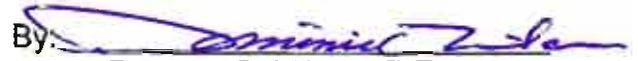
CITY ENGINEER

**ENGINEER'S REPORT
CITY OF NORCO**

**LANDSCAPE MAINTENANCE DISTRICT NO. 5
(HAWK'S CREST – TRACT 30230)
FISCAL YEAR 2010-2011**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Date: June 16, 2010

By: 
Dominic C. Milano, P.E.
R.C.E. No. 27172
City Engineer

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Norco, California, on _____, 2010.

City Clerk, City of Norco
Riverside County, California

By: _____

**FISCAL YEAR 2010-2011
CITY OF NORCO**

**ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972 SECTION 22500 THROUGH
22679 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation, being Resolution No. 99-76, adopted by the Council of the City of Norco, State of California, in connection with the proceedings for:

**CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 5
(HAWK'S CREST- TRACT 30230)**

Hereinafter referred to as the "Assessment District," I, Dominic C. Milano, P.E. authorized representative of the City of Norco, the duty appointed ENGINEER OF WORK, submit herewith the "Report" consisting of four parts as follows:

PART A

Plans and specifications for the improvements are as set forth herein and are on file in the Office of the Clerk of the City.

PART B

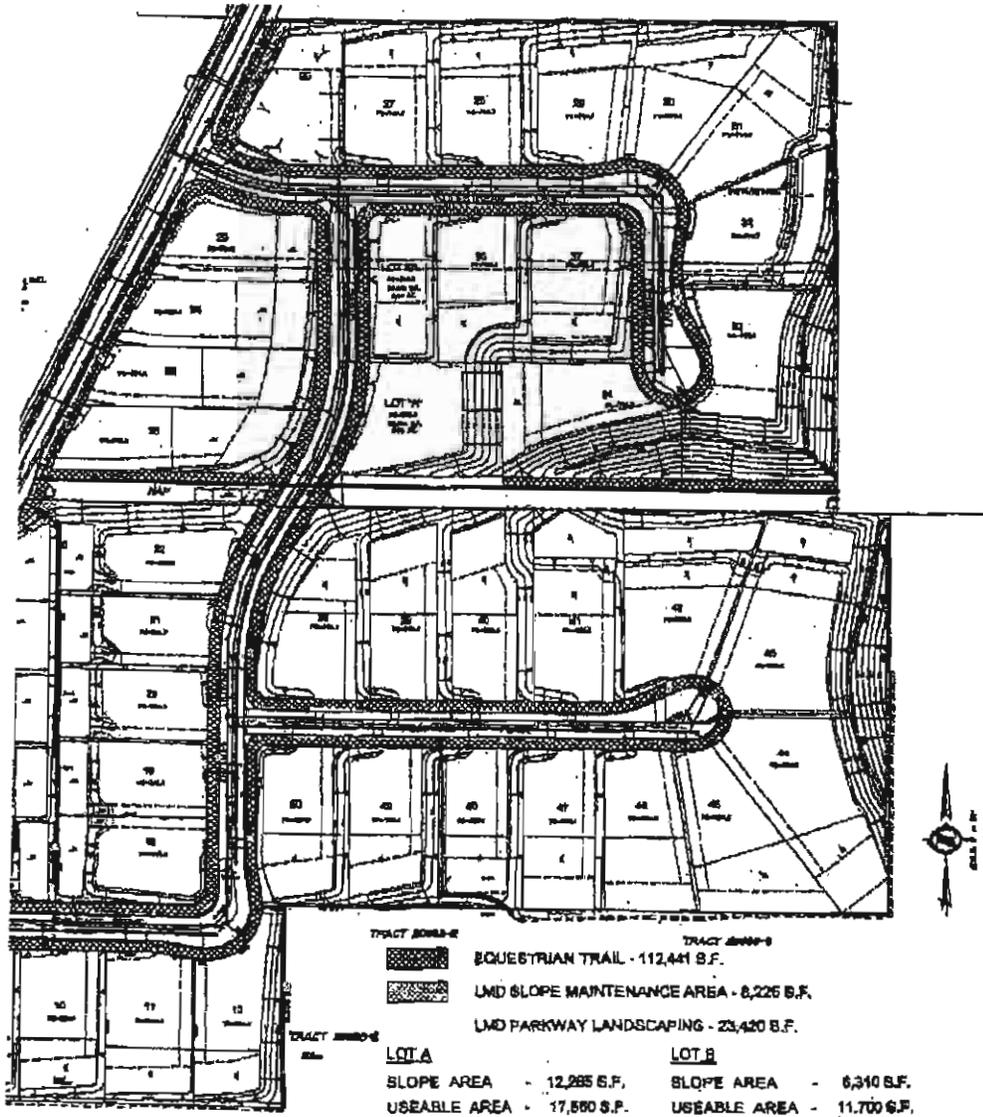
An estimate of cost of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth herein.

PART C

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District has been submitted to the Clerk of the City. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report. The legal description of the Assessment District is attached hereto.

PART D

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District.



PART A

PLANS AND SPECIFICATIONS

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF NORCO
LANDSCAPE MAINTENANCE DISTRICT NO. 5
(HAWK'S CREST - TRACT 30230)
FISCAL YEAR 2010-2011**

The improvements are the operation, maintenance, and servicing of landscaping, horse trails, hardscaping, and masonry, and appurtenant facilities including but not limited to personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services, described as follows:

LANDSCAPING

Landscaping, planting, shrubbery, trees, irrigation, hardscapes, masonry wall surfaces, fencing, fixtures, and appurtenant facilities located within public rights-of-way (parkways), easements (slope and trail) and publicly owned parcels within the boundary of the Assessment District except as specifically excluded.

**PART B
ESTIMATE OF COST**

**LANDSCAPE MAINTENANCE DISTRICT NO. 5 (KB HOME TRACT 30230)
NORCO, CALIFORNIA**

The cost of the operation, maintenance, and servicing of the improvements for Fiscal Year 2010-2011 as described in Part A, are summarized herein and described below:

ITEM	DESCRIPTION	QUANTITY	ANNUAL COST PER YEAR
1	LANDSCAPE MAINTENANCE (PARK-FLAT): includes all pruning, weed and pest control, fertilization, turf care, trash and debris cleanup, irrigation to include maintenance and repair, backflow testing, rodent control, plant replacement, and observation.	11,700 S.F. (0.269 A)	\$ 10,567.00
2	ARENA MAINTENANCE: includes grading & replenishment of DG and maintenance of rail.	17,560 S.F. (0.403 A)	Included in No. 1
3	EQUESTRIAN TRAIL: includes minor grading, replacement of wooden posts and rails, and addition of decomposed granite for trail surface.	115,671 S.F.	\$ 8,328.00
4	LANDSCAPE MAINTENANCE (SLOPE – PARK & ARENA): includes plant maintenance, weed and pest control, and debris cleanup.	18,575 S.F. (0.426 A)	\$ 6,056.00
5	SLOPE MAINTENANCE : includes same activities as Item 1 but for exterior slopes along Fifth Street and California Avenue.	8,225 S.F. (0.19 A)	\$ Included in No. 4
6	LANDSCAPE MAINTENANCE (PARKWAYS): includes weeding, feeding of ground cover and maintenance & trimming of street trees.	23,420 S.F. (0.538 A)	\$ Included in No. 4
7	UTILITIES: includes cost of water and electricity for controller for all areas.	L.S.	\$ 8,200.00
	SUBTOTAL:		\$ 33,151.00
8	OBSERVATION: including staff time to oversee Contractor maintaining District.	L.S.	\$ 5,810.00
9	INCIDENTALS: including Engineer's Report and proceedings, administration, printing, and advertising.		\$ 2,691.00
10	CONTINGENCY: 7.7 percent		\$ 2,553.00
	TOTAL ANNUAL COSTS:		\$ 44,205.00

Costs from City of Norco average of landscape maintenance costs for the City. Source of information Bill Thompson and Brian Petree of the Departments of Public Works and Parks, Recreation and Community Services respectively.

Annual assessments shall be calculated based on updated numbers and upon annual adjustments to the assessment rate as provided in the Engineer's Report.

The total annual levy of assessments hereunder may be increased annually by an amount not to exceed the increase in the consumer price index applicable to the City of Norco. In no case may the increase exceed the actual cost of providing the services rendered within and pursuant to the District. The CPI increase for 2009 was 0%.

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purposes as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance remaining on July 1 must be carried over to the next fiscal year.

PART C

ASSESSMENT DIAGRAM

As Assessment Diagram for the Assessment District is on file in the office of the City Clerk. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Riverside, for the year when this Report was prepared, and are incorporated by reference herein and made a part of this Report. A reduced scale map depicting the assessment diagram is attached hereto. Also attached as Exhibit "A" is the Legal Description of Assessment District.

EXHIBIT A

**LEGAL DESCRIPTION
LANDSCAPE MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)**

That certain real property situated in the City of Norco, County of Riverside, State of California, more particularly described as follows:

Lots 1 through 50 inclusive, of Tract No. 30230 in the City of Norco, County of Riverside, State of California, as per map recorded in Book 344, Pages 40 through 45, inclusive, of Maps in the Office of the County Recorder of Said County.

PART D

ASSESSMENT

WHEREAS, on November 5, 2003, the City Council of the City of Norco, California, pursuant to the provisions of the Landscape and Lighting Act of 1972, Part 2 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (the "Act") adopted its Resolution of the City Council of the City of Norco Initiating Proceedings for the Formation for a Maintenance Assessment District and thereafter formed Landscape Maintenance District No. 5 (Hawk's Crest) (the "District") as more particularly described in said proceedings; and

WHEREAS, said resolution directed the undersigned to prepare and file a report pursuant to Section 22565, et seq., of said Act;

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the City Council of said City, hereby makes the following assessment to cover the portion of the estimated cost of the maintenance of said improvements and the costs and expenses incidental thereto to be paid by said District.

The amount to be paid for the maintenance of said improvement, and the expenses incidental thereto, are as follows:

	(1) As Filed	(2) As Preliminarily Approved	(3) As Finally Approved
Cost of Maintenance	\$ 41,514.00	\$ _____	\$ _____
Incidental Expenses	\$ 2,691.00	\$ _____	\$ _____
Total Cost	\$ 44,205.00	\$ _____	\$ _____
Surplus or (Deficit) from Previous Fiscal Year	\$ _____ 0	\$ _____	\$ _____
NET TO BE ASSESSED FOR FISCAL YEAR 2010-2011	\$ 44,205.00	\$ _____	\$ _____

As required by said Act, a diagram is attached showing the exterior boundaries of said District. The lines and dimensions of each lot or parcel of land within the said District as the same existed at the time of the passage of said resolution are as shown on the maps of the County Assessor of the County of Riverside. Reference is hereby made to said maps and said maps shall govern for all details concerning the lines and dimensions of such lots and parcels.

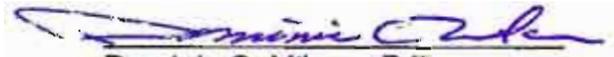
I do hereby assess the net amount to be assessed upon all assessable lots or parcels of land within said District by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the maintenance of said improvements, and more particularly set forth in the list hereto attached and by reference made a part hereof.

Said assessment is made upon the several lots or parcels of land within the District in proportion to the estimated benefits to be received by said lots or parcels, respectively, from the maintenance of said improvements. The diagram and the assessor's map are the documents to which reference is hereby made for a more particular description of said property.

Each lot or parcel of land assessed is described in the assessment list by reference to its parcel number as shown on the Assessor's Maps of the County of Riverside for the Fiscal Year 2010-2011 and includes all of such parcel. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

City of Norco

Dated: June 16, 2010



Dominic C. Milano, P.E.
City Engineer

EXHIBIT B

METHOD AND FORMULA OF ASSESSMENT SPREAD

The law requires and the statutes provide that assessments, as levied pursuant to the provisions of the "Landscaping and Lighting Act of 1972," must be based on the benefit that the properties receive from the works of improvement. The statute does not specify the method or formula that should be used in any special assessment district proceedings. The Assessment Engineer is appointed for the purpose of making an analysis of the facts and determining the correct apportionment of the assessment obligation. For these proceedings, the City has based its determination on standard assessment practices utilized by consulting civil engineers with a background of experience in the design of such works of improvement and experience in the completion of assessment district formation projects.

IDENTIFYING THE BENEFIT

First of all, it is necessary to identify the benefit that the public improvement will render to the properties within the Assessment District. The landscaping, irrigation, and equestrian trails have been designed and will be constructed for the benefit of enhanced aesthetics and neighborhood identity for all properties within the Assessment District.

APPORTIONMENT OF COSTS

In further making the analysis, it is necessary that the property owners receive a special and direct benefit distinguished from that of the general public. In this case, several factors are being used in the final method and spread and assessment.

The individual parcels of land within the Assessment District are currently developed or have the potential for development to single family residential units. The proposed improvements are designed to enhance the appearance and appeal of the District and all of the parcels within. The improvements will provide a sense of neighborhood identity for the District. As such, each parcel will benefit equally from the proposed improvements.

In conclusion, it is my opinion that the assessments for the referenced Assessment District have been spread in direct accordance with the benefits that each parcel receives from the works of improvements.

**LIST OF ASSESSMENTS
 LANDSCAPE MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST – TRACT 30230)
 FISCAL YEAR 2010-2011**

<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>	<u>Lot No.</u>	<u>As Preliminarily Approved</u>	<u>As Finally Confirmed and Recorded</u>
1	\$884.10		45	\$884.10	
2	\$884.10		46	\$884.10	
3	\$884.10		47	\$884.10	
4	\$884.10		48	\$884.10	
5	\$884.10		49	\$884.10	
6	\$884.10		50	\$884.10	
7	\$884.10				
8	\$884.10				
9	\$884.10				
10	\$884.10				
11	\$884.10				
12	\$884.10				
13	\$884.10				
14	\$884.10				
15	\$884.10				
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34	\$884.10				
35	\$884.10				
36	\$884.10				
37	\$884.10				
38	\$884.10				
39	\$884.10				
40	\$884.10				
41	\$884.10				
42	\$884.10				
43	\$884.10				
44	\$884.10				

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to form a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made

a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2010-2011 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**"SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 1 (BEAZER)"**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 21, 2010 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2870 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

Resolution No. 2010-____, Beazer
Page 5
June 16, 2010

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

/-75809

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to form a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2010-2011 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**"SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 2 (WESTERN PACIFIC)"**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 21, 2010 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2870 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Resolution No. 2010-____. Western Pacific
Page 5
June 16, 2010

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of
the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

/-75814

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to form a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 3 (CENTEX)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2010-2011 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**"SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 3 (CENTEX)"**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 21, 2010 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2870 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Resolution No. 2010-____, Centex
Page 5
June 16, 2010

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of
the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

/-75817

RESOLUTION NO. 2010-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to form a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 4 (NORCO RIDGE RANCH)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2010-2011 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**"SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 4 (NORCO RIDGE RANCH)"**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 21, 2010 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2870 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Resolution No. 2010-____, Norco Ridge Ranch
Page 5
June 16, 2010

IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of
the City of Norco, California, held on June 16, 2010.

Brenda K. Jacobs, City Clerk
City of Norco, California

/-75820

RESOLUTION NO. 2010-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, DECLARING CITY'S INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, AND SETTING A TIME AND PLACE FOR THE PUBLIC HEARING.

WHEREAS, the City Council of the City of Norco, California, desires to form a Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Street Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, known and designated as:

CITY OF NORCO LANDSCAPING MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)

(hereinafter referred to as the "District"); and

WHEREAS, at this time, this City Council is desirous to provide for the annual levy of assessments for the territory within the District for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, California, does resolve, determine, and order as follows:

SECTION 1: That the above recitals are all true and correct.

PUBLIC INTEREST

SECTION 2: That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

SECTION 3: That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2010-2011 is hereby approved and is directed to be filed in the Office of the City Clerk.

ASSESSMENT

SECTION 4: That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

SECTION 5: The assessments levied and collected shall be for the maintenance of certain landscaping and street lighting improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

SECTION 6: The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

SECTION 7: That all monies collected shall be deposited in a special fund known as:

**"SPECIAL FUND, CITY OF NORCO
LANDSCAPING MAINTENANCE DISTRICT NO. 5 (HAWK'S CREST)"**

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF DISTRICT

SECTION 8: Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement said maintenance, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9: NOTICE IS HEREBY GIVEN THAT ON JULY 21, 2010 AT THE HOUR OF 7 P.M., IN CITY COUNCIL CHAMBERS LOCATED AT 2870 CLARK AVENUE, NORCO, CALIFORNIA, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION BY THOSE PROPERTY OWNERS AFFECTED HEREBY. ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10: The City Clerk is directed to publish this Resolution of Intention pursuant to Government Code Section 6061, said publication to be completed no later than ten days prior to the date set for the Public Hearing.

EFFECTIVE DATE

SECTION 11: This Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12: For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Mr. Dominic C. Milano, City Engineer
CITY OF NORCO
2870 Clark Avenue
Norco, California 92860

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K. Jacobs, City Clerk
City of Norco, California

I, BRENDA K. JACOBS, 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 June 16, 2010, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Resolution No. 2010-____, Hawk's Crest
Page 5
June 16, 2010

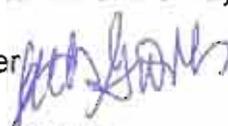
IN WITNESS WHEREOF, I have hereunto set my hand affixed the official seal of
the City of Norco, California, held on June 16, 2010.

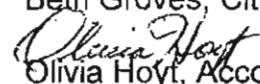
Brenda K. Jacobs, City Clerk
City of Norco, California

/-75823

MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY:  Olivia Hoyt, Accounting Manager

DATE: June 16, 2010

SUBJECT: Approving Standard Agreement 5600000936 for Refuse Removal and Disposal Services Provided to the California Department of Corrections and Rehabilitation Center (CDCR), California Rehabilitation Center (CRC)

RECOMMENDATION: Adopt **Resolution No. 2010-__** approving Standard Agreement 5600000936 between the City of Norco and the California Department of Corrections and Rehabilitation Center (CDCR) for Solid Waste Collection Services at California Rehabilitation Center (CRC) Norco

SUMMARY: Staff is recommending that the Council approve a contract with California Department of Corrections and Rehabilitation (CDCR) to have the City's franchise waste hauler provide garbage collection, removal, and disposal services from July 1, 2010 through June 30, 2013. As part of the franchise agreement with the City's current waste hauler, Waste Management, the City bills all of the City of Norco residents including the California Department of Corrections and Rehabilitation (CDCR) for wet/dry garbage services.

BACKGROUND/ANALYSIS: The City's franchise agreement with Waste Management for the collection, transportation, recycling, composting and disposal of solid waste, compostables and recyclables is for the period of April 15, 1998 through June 30, 2013. The City receives a 10% franchise fee for gross revenues derived from all services, residential and commercial; 1.5% for billing services provided by the City.

There is an existing two year contract between the City and CDCR that expires June 30, 2010 for the disposal and collection by the City's waste hauler of wet/dry garbage services. Staff is recommending that the City approve a three year contract with CDCR from July 1, 2010 through June 30, 2013 to have the City's franchise waste hauler provide garbage collection, removal, and disposal services. The City will be billing CDCR the prevailing service rates charged by Waste Management and are approved by City Council during the term of the contract.

Contract with California Department of Corrections and Rehabilitation (CDCR)

Page 2

June 16, 2010

FINANCIAL IMPACT: The approval of the contract with CDCR will have a positive impact on the General Fund by generating the City 10% franchise fees and 1.5% billing fees on gross receipts.

Attachment: Resolution No. 2010-____
Contract 5600000936

/oh-75785

RESOLUTION NO. 2010-__

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING A CONTRACT WITH CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR) FOR THE COLLECTION, REMOVAL AND DISPOSAL OF WET/DRY GARBAGE BY THE CITY'S FRANCHISE WASTE HAULER FROM JULY 1, 2010 THROUGH JUNE 30, 2013

WHEREAS, the City's franchise agreement with Waste Management provides for the collection, transportation, recycling, composting and disposal of solid waste, compostables and recyclables for the period of April 15, 1998 through June 30, 2013; and

WHEREAS, the City receives a franchise fee of 10% from Waste Management of all wet/dry garbage services in accordance with the current franchise agreement; and

WHEREAS, the City of Norco provides for the collection, removal and disposal of wet/dry trash to all residents including California Department of Corrections and Rehabilitations; and

WHEREAS, the City will continue to bill all City of Norco residents and the California Department of Corrections and Rehabilitations and receive a 1.5% billing fee of gross revenues from Waste Management; and

WHEREAS, the City will be billing CDCR the prevailing service rates charged by Waste Management and are approved by City Council during the term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norco that it desires to enter into a contract with California Department of Corrections and Rehabilitation to provide for the collection, removal and disposal of wet/dry garbage by the City's franchise waste hauler from July 1, 2010 through June 30, 2013.

APPROVED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 16, 2010.

Mayor of the City of Norco, California

ATTEST:

Brenda K Jacobs, City Clerk

Resolution No. 2010-__
Page 2
June 16, 2010

City of Norco, California

I BRENDA K JACOBS, 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 June 16, 2010, 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 June 16, 2010.

Brenda K Jacobs, City Clerk
City of Norco, California

/oh-75787

STATE OF CALIFORNIA
STANDARD AGREEMENT
STD 213 (Rev 06/03)

AGREEMENT NUMBER

5600000936

REGISTRATION NUMBER

1056591

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

California Department of Corrections and Rehabilitation (CDCR)

CONTRACTOR'S NAME

City of Norco

2. The term of this Agreement is: July 1, 2010 through June 30, 2013

3. The maximum amount of this Agreement is: **\$1,686,196.00**
One Million Six Hundred Eighty-Six Thousand One Hundred Ninety-Six Dollars and Zero Cents

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A- Scope of Work	3 pages
Exhibit A-1 Equipment List	1 page
Exhibit B- Budget Detail and Payment Provisions	2 pages
Exhibit B-2 Rate Sheet	1 page
Exhibit C* - General Terms and Conditions	GTC 307
Exhibit D- Special Terms and Conditions	12 pages

* Exhibit C is incorporated by reference as a part of this agreement. It may be viewed at www.ols.dgs.ca.gov/Standard+Language.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

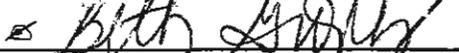
CONTRACTOR

*California Department of General
Services Use Only*

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Norco

BY (Authorized Signature)



DATE SIGNED (Do not type)

5/12/2010

PRINTED NAME AND TITLE OF PERSON SIGNING

Beth Groves, City Manager

ADDRESS

2870 Clark Avenue, Norco, CA 92860

STATE OF CALIFORNIA

AGENCY NAME

California Department of Corrections and Rehabilitation

BY (Authorized Signature)



DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Linda K. Patterson, Chief, Institutions/Facilities Service Contracts Section

ADDRESS

10000 Goethe Road, Sacramento, CA 95827

Exempt per:

STATE OF CALIFORNIA
STANDARD AGREEMENT
 STD 213 (Rev 06/03)

AGREEMENT NUMBER 5600000936
REGISTRATION NUMBER 1056591

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CONTRACTOR'S NAME
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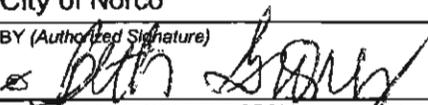
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IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)
 City of Norco

BY (Authorized Signature)  DATE SIGNED (Do not type)
 5/12/2010

PRINTED NAME AND TITLE OF PERSON SIGNING
 Beth Groves, City Manager

ADDRESS
 2870 Clark Avenue, Norco, CA 92860

California Department of General Services Use Only

STATE OF CALIFORNIA

AGENCY NAME
 California Department of Corrections and Rehabilitation

BY (Authorized Signature)  DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING
 Linda K. Patterson, Chief, Institutions/Facilities Service Contracts Section

ADDRESS
 10000 Goethe Road, Sacramento, CA 95827

Exempt per:

DISPOSAL OF WET/DRY GARBAGE SERVICE

1. INTRODUCTION

Contractor shall provide all labor, materials, supplies, tools, equipment, permits/licenses and transportation as necessary to provide non-hazardous wet/dry garbage collection, removal and disposal services for the California Department of Corrections and Rehabilitation (CDCR), California Rehabilitation Center (CRC) located at 5th Street and Western Avenue, Norco, CA 91760.

Public Resources Code 41780 mandates all State Agencies to divert waste from landfills and to minimize waste and increase recycling efforts. In order for CDCR to show compliance with these mandates, Contractor must provide the Institution's Contract Liaison, in writing by the 7th of each month, with a receipt verifying the actual weighted amount of waste disposed at the landfill by the Institution.

2. ESTIMATED QUANTITIES

Contractor shall furnish and maintain one (1), forty (40) cubic yard, roll-off container, and twenty-six (26), three (3) cubic yard, rollable, steel wheeled containers. All containers are to have lid covers made of steel or double walled plastic (i.e. duraflex or equivalent thereof) that are easily opened and closed. Containers and lids may not have excess metal on or inside which could be removed. In the event any lid or container becomes damaged, the Contractor shall, within forty-eight (48) hours of notification, repair or replace lids or containers. Containers shall be sealed and liquid tight to prevent spillage and drippings. The State reserves the right to inspect containers to determine suitability prior to placement.

Contractor shall deliver containers to the locations indicated below prior to the commencement of services. A location can be changed at any time at the discretion of the institution. The institution will provide 24-hour notice to Contractor of any location changes.

The State reserves the right to add or subtract containers, as needed, to accommodate any unforeseen increase or decrease in volume of wet/dry garbage generated. Additional containers shall be provided at the same rate set forth in Contractor's Rate Sheet, Exhibit B-2.

3. SERVICES TO BE PROVIDED DAILY

Contractor shall perform garbage pick-up services according to the following container size:

- **Three Cubic Yard** - One pick-up daily between 6:00 a.m. and 11:00 a.m., Monday through Saturday.
- **Forty Cubic Yard** - One pick-up daily between 6:00 a.m. and 8:00 a.m., Monday through Friday

The City of Norco does not provide garbage collection on New Years Day, Memorial Day, Labor Day, Thanksgiving and Christmas Day. Garbage pick up affected by these holidays for the 3 cubic yard container, will be picked up on the next scheduled day. Garbage pick up affecting the forty cubic yard containers will be made up the subsequent Saturday.

Contractor is obligated to complete services within the time frames specified herein. The time specified for garbage pickup may be extended, at the State's discretion, for a reasonable period of time when there is a delay in Contractor's performance of the work caused by unavoidable delay such as acts of God, fire, flood, epidemics, quarantine, restrictions, strikes, freight embargoes, or unusual action of the elements, provided that the Contractor shall notify the State within two (2) hours from the beginning of any delay.

In the event Contractor fails to provide services within the time specified without prior approval of the State, the State reserves the right to have services provided by another vendor at Contractor's expense. Any amounts owed to the State as a result of this action will be deducted from Contractor's monthly invoice.

4. RECEIPTS

Contractor shall deliver the wet/dry garbage to a county/city-approved landfill in accordance with the State of California, Environmental Health Laws. Contractor shall provide receipts verifying disposal, weight and date of wet/dry garbage to an approved landfill when submitting invoices.

5. CONTAINER UNLOADING

Three cubic yard containers are to be emptied on-site and emptied into a sealed truck that is liquid tight to prevent spillage and drippings. Forty cubic yard roll-off containers shall be exchanged empty for full, the full container sealed to prevent spillage and drippings, and removed in accordance with the schedule of service specified herein.

Due to clearance restrictions of the Institution's gates and tunnels, vehicles used to perform services under this contract cannot exceed 12' - 10 ½ " high by 13' - 10 ½ " wide.

6. CONTAINER MAINTENANCE

Contractor shall ensure containers are in good mechanical condition and repair or replace wheels, locking devices, lids or container within forty-eight (48) hours of notification. Containers must be steam cleaned quarterly and painted annually or more often as necessary as determined by the Institution Contract Liaison. Steam cleaning and painting shall not be performed on State property unless specifically requested by the State and shall be completed at Contractor's expense.

Contractor shall furnish additional containers on an exchange basis while the maintenance of containers is performed.

7. CONTAINER LOCKING DEVICES

Contractor must secure locking devices to all containers inside and outside the perimeter of the fence. The locking devices shall consist of a single lock bar extending the full width of the lid and lockable by padlock, to be supplied by institution.

8. LICENSES/PERMITS

Contractor shall possess a valid city/county issued Commercial Refuse Haulers Permit, and a Motor Carrier permit issued by the California Department of Motor Vehicles, if applicable. Contractor must also submit their current County Franchise Agreement to the California Department of Corrections and Rehabilitation.

9. CITY/COUNTY RATE INCREASE

It is understood that the city/county may regulate some or all of Contractor's rates for this service. In the event the city/county increases rates that directly affect the services provided in this contract, Contractor may, once per year during the term of the contract, request from the State an increase in the rates to be paid Contractor in this contract. Contractor's request must be submitted, in writing, with a copy of the Resolution from the city/county stating the prior rates and the new rates, showing the effective date of the new rates.

10. DEPARTMENT OF CORRECTIONS CONTACT INFORMATION

Should questions or problems arise during the term of this agreement, the contractor should contact the following offices:

Billing/Payment Issues:

- Southern California Regional Accounting Office
Phone Number: (909) 483-1543
FAX Number: (909) 483-1548

Scope of Service/Performance Issues:

- California Rehabilitation Center - Norco
Phone Number: (951) 737-2683 x 4400
FAX Number: (951) 273-2342

The Institution Contract Liaison shall be solely responsible for determining acceptability of satisfactory completion of any services provided by Contractor.

General Contract Issues:

- Contracts Management Branch
Phone Number: (916) 255-5624
FAX Number: (916) 255-6187

DISPOSAL OF WET/DRY GARBAGE SERVICE

The Contractor shall deliver containers to the following locations:

CONTAINER SIZE	NUMBER OF CONTAINERS	LOCATION OF CONTAINERS
40 Cubic Yard	1	Corporate Yard
3 Cubic Yard	1	Men's R&R
3 Cubic Yard	8	Main Kitchen
3 Cubic Yard	1	Main Visiting
3 Cubic Yard	5	Facility IV Kitchen
3 Cubic Yard	5	Facility I Kitchen
3 Cubic Yard	1	Administration – South East Side
3 Cubic Yard	1	Administration – North Side
3 Cubic Yard	1	Laundry
3 Cubic Yard	1	Maintenance Warehouse/Tool Control
3 Cubic Yard	1	Plant Operations Maintenance Yard
3 Cubic Yard	1	Medical

DISPOSAL OF WET/DRY GARBAGE SERVICE

1. Invoicing and Payment

- a. For services satisfactorily rendered, and upon receipt and approval of Contractor's invoices, the State agrees to compensate Contractor for actual expenditures incurred in accordance with rates specified herein on Exhibit B-2, Rate Sheet, which are attached hereto and made a part of this Agreement.
- b. Invoices shall include the Agreement Number and Purchase Order Number and shall be submitted in triplicate not more frequently than monthly in arrears to:

California Department of Corrections and Rehabilitation
Southern California Regional Accounting Office
California Rehabilitation Center - Norco
Attention: Accounts Payable
P.O. Box 6000
Rancho Cucamonga, CA 91729

2. Budget Contingency Clause

- a. It is mutually agreed that if the California State Budget Act for the current fiscal year and/or any subsequent fiscal years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor, or to furnish any other considerations under this Agreement, and Contractor shall not be obligated to perform any provisions of this Agreement.
- b. If funding for the purposes of this program is reduced or deleted for any fiscal year by the California State Budget Act, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an Agreement amendment to Contractor to reflect the reduced amount.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927. Payment to small/micro businesses shall be made in accordance with and within the time specified in Chapter 4.5, Government Code 927 et seq.

4. City/County Rate Increase

It is understood that the city/county may regulate some or all of Contractor's rates for services. In the event the city/county increases the rates that directly affect the services provided in this Agreement, Contractor may, once a year during the term of the Agreement, request from the State an increase in the rates stated in this Agreement.

Contractor must submit a written request to the State with a copy of the resolution from the city/county listing the prior rates and new rates and effective date of the new rates.

5. Subcontractors

For all Agreements, with the exception of Interagency Agreements and other governmental entities/auxiliaries that are exempt from bidding, nothing contained in this Agreement, or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve Contractor of Contractor's responsibilities and obligations hereunder. Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Contractor. Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

WET/DRY GARBAGE COLLECTION, REMOVAL AND DISPOSAL SERVICES

I. 3 CUBIC YARD CONTAINERS - BILLED MONTHLY

A. PICK-UP - 6 DAYS PER WEEK

CONTAINER SIZE	MONTHLY RATE PER CONTAINER	x	NO. OF CONTAINERS	x	NO. OF MONTHS	=	TOTAL
3 Cubic Yard	\$861.63	x	26	x	36	=	\$806,486.00

B. ADDITIONAL CONTAINERS (On An As Needed Basis)

CONTAINER SIZE	MONTHLY RATE PER CONTAINER	x	NO. OF CONTAINERS	x	NO. OF MONTHS	=	TOTAL
3 Cubic Yard	\$861.63	x	8	x	36	=	\$248,149.00

II. 40 CUBIC YARD CONTAINERS - BILLED PER PICK-UP

A. PICK-UP - 5 DAYS PER WEEK

CONTAINER SIZE	RATE PER PICK-UP	x	NO. OF CONTAINERS	x	NO. OF PICK-UPS	=	TOTAL
40 Cubic Yard	\$494.18	x	1	x	780	=	\$385,460.00

B. ADDITIONAL CONTAINERS (On An As Needed Basis)

CONTAINER SIZE	RATE PER PICK-UP	x	NO. OF CONTAINERS	x	NO. OF PICK-UPS	=	TOTAL
40 Cubic Yard	\$494.18	x	1	x	30	=	\$14,825.00

III. 10 CUBIC YARD CONTAINERS - BILLED MONTHLY

A. PICK-UP - 1 DAYS PER WEEK

CONTAINER SIZE	RATE PER PICK-UP	x	NO. OF CONTAINERS	x	NO. OF PICK-UPS	=	TOTAL
10 Cubic Yard	\$494.18	x	3	x	156	=	\$231,276.00

TOTAL CONTRACT AMOUNT (I AND II)=	\$1,686,196.00
--------------------------------------------	-----------------------

The above rates have been adjusted by 15% to account for the CPI increases that are made by the waste hauler on a yearly basis. Actual charges by the City to CDCR will be based on the effective rate for each of the three years of the contract.

DISPOSAL OF WET/DRY GARBAGE SERVICE

1. Contract Disputes with Public Entities (Supersedes provision number 6, Disputes, of Exhibit C)

As a condition precedent to Contractor's right to institute and pursue litigation or other legally available dispute resolution process, if any, Contractor agrees that all disputes and/or claims of Contractor arising under or related to the Agreement shall be resolved pursuant to the following processes. Contractor's failure to comply with said dispute resolution procedures shall constitute a failure to exhaust administrative remedies.

Pending the final resolution of any such disputes and/or claims, Contractor agrees to diligently proceed with the performance of the Agreement, including the delivering of goods or providing of services. Contractor's failure to diligently proceed shall constitute a material breach of the Agreement.

The Agreement shall be interpreted, administered, and enforced according to the laws of the State of California. The parties agree that any suit brought hereunder shall have venue in Sacramento, California, the parties hereby waiving any claim or defense that such venue is not convenient or proper.

A county, city, district or other local public body, state board or state commission, another state or federal agency, or joint-powers authority shall resolve a dispute with CDCR, if any, through a meeting of representatives from the entities affected. If the dispute cannot be resolved to the satisfaction of the parties, each entity may thereafter pursue its right to institute litigation or other dispute resolution process, if any, available under the laws of the State of California.

2. Confidentiality of Data

All financial, statistical, personal, technical and other data and information relating to State's operation, which are designated confidential by the State and made available to carry out this Agreement, or which become available to the Contractor in order to carry out this Agreement, shall be protected by the Contractor from unauthorized use and disclosure.

If the methods and procedures employed by the Contractor for the protection of the Contractor's data and information are deemed by the State to be adequate for the protection of the State's confidential information, such methods and procedures may be used with the written consent of the State. The Contractor shall not be required under the provisions of this paragraph to keep confidential any data already rightfully in the Contractor's possession that is independently developed by the Contractor outside the scope of the Agreement or is rightfully obtained from third parties.

No reports, information, inventions, improvements, discoveries, or data obtained, repaired, assembled, or developed by the Contractor pursuant to this Agreement shall be released, published, or made available to any person (except to the State) without prior written approval from the State.

Contractor by acceptance of this Agreement is subject to all of the requirements of California Government Code Section 11019.9 and California Civil Code Sections 1798, et seq., regarding the collection, maintenance, and disclosure of personal and confidential information about individuals.

3. Accounting Principles

The Contractor will adhere to generally accepted accounting principles as outlined by the American Institute of Certified Public Accountants. Dual compensation is not allowed; a contractor cannot receive simultaneous compensation from two or more funding sources for the same services performed even though both funding sources could benefit.

4. Taxes

Unless required by law, the State of California is exempt from federal excise taxes.

5. Right to Terminate (Supersedes provision number 7, Termination for Cause, of Exhibit C)

The parties hereto agree that either party may cancel this Agreement by giving the other party written notice thirty (30) days in advance of the effective date of such cancellation. In the event of such termination, the State agrees to pay Contractor for actual services rendered up to and including the date of termination.

The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

6. Extension of Term

If it is determined to be in the best interest of the State, upon agreement, the State may extend this contract, with no increase in service cost, for a period of one (1) year or less.

7. Contractor Employee Misconduct

During the performance of this Agreement, it shall be the responsibility of the Contractor whenever there is an incident of use of force or allegation(s) of employee misconduct associated with and directly impacting inmate and/or parolee rights, to immediately notify the CDCR of the incident(s), to cause an investigation to be conducted, and to provide CDCR with all relevant information pertaining to the incident(s). All relevant information includes, but is not limited to: a) investigative reports; b) access to inmates/parolees and the associated staff; c) access to employee personnel records; d) that information reasonably necessary to assure CDCR that inmates and/or parolees are not or have not been deprived of any legal rights as required by law, regulation, policy and procedures; and e) written evidence that the Contractor has taken such remedial action, in the event of unnecessary or excessive force, or employee misconduct with inmates and/or parolees, as will assure against a repetition of incident(s) or retaliation. To the extent that the information provided by the Contractor fails to so assure CDCR, CDCR may require that any implicated Contractor staff be denied access to and the supervision of CDCR inmates and/or parolees at the facility and access to inmate and/or parolee records. Notwithstanding the foregoing, and without waiving any obligation of the Contractor, CDCR retains the power to conduct an independent

investigation of any incident(s). Furthermore, it is the responsibility of the Contractor to include the foregoing terms within any and all subcontracts, requiring that subcontractor(s) agree to the jurisdiction of CDCR to conduct an investigation of their facility and staff, including review of subcontractor employee personnel records, as a condition of the Agreement.

8. Subcontracting

Services provided are to be performed primarily with the staff of the public entity or, in the case of educational institutions, auxiliaries or foundations, by the faculty, staff or students associated with the particular institution. Agreements are not to be used by state agencies to circumvent the competitive bidding requirements of Public Contract Code Section 10340.

If more than twenty-five (25) percent of the total contract amount or \$50,000.00, whichever is less, is subcontracted, non-competitive bid approval must be obtained from the Secretary of CDCR and the Department of General Services prior to the commencement of services, unless the subcontract was competitively bid or the subcontractor(s) also qualifies as a state agency, governmental agency, or joint power.

9. Subcontractor/Consultant Information

Contractor is required to identify all subcontractors and consultants who will perform labor or render services in the performance of this Agreement. Additionally, the Contractor shall notify the Department of Corrections and Rehabilitation, Office of Business Services, in writing, within ten (10) working days, of any changes to the subcontractor and/or consultant information.

10. Liability for Nonconforming Work

The Contractor will be fully responsible for ensuring that the completed work conforms to the agreed upon terms. If nonconformity is discovered prior to the Contractor's deadline, the Contractor will be given a reasonable opportunity to cure the nonconformity. If the nonconformity is discovered after the deadline for the completion of the project, CDCR, in its sole discretion, may use any reasonable means to cure the nonconformity. The Contractor shall be responsible for reimbursing CDCR for any additional expenses incurred to cure such defects.

11. Temporary Nonperformance

If, because of mechanical failure or for any other reason, the Contractor shall be temporarily unable to perform the work as required, the State, during the period of the Contractor's inability to perform, reserves the right to accomplish the work by other means and shall be reimbursed by the Contractor for any additional costs above the Agreement price.

12. Contract Violations

The Contractor acknowledges that any violation of Chapter 2, or any other chaptered provision of the Public Contract Code (PCC), is subject to the remedies and penalties contained in PCC Sections 10420 through 10425.

13. Employment of Ex-Offenders

Contractor cannot and will not either directly, or on a subcontract basis, employ in connection with this Agreement:

- a. Ex-Offenders on active parole or probation, who have been on active parole or probation during the last three years preceding their employment;
 1. Contractor shall only employ ex-offenders who can provide written evidence of having satisfactorily completed parole or probation, and who have remained off parole or probation, and have had no arrests or convictions within the past three years.
- b. Ex-offenders convicted of drug trafficking in a prison/jail; escape or aiding/abetting escape; battery on a Peace Officer or Public Official; arson offenses; or, any violations of Penal Code Sections 4570-4574 (unauthorized Communications with Prisons and Prisoners Offenses).
- c. Ex-Offenders are required to register as a sex offender pursuant to Penal Code Section 290.
- d. Any ex-offender who has an offense history involving a "violent felony" as defined in subparagraph (c) of Penal Code Section 667.5; or
- e. Any ex-offender in a position which provides direct supervision of parolees.

An ex-offender whose assigned duties involve administrative or policy decision-making, accounting, procurement, cashiering, auditing, or any other business-related administrative function shall be fully bonded to cover any potential loss to the State or contractor. Evidence of such bond shall be supplied to CDCR prior to employment of the ex-offender.

14. Conflict of interest

The Contractor and their employees shall abide by the provisions of Government Code (GC) Sections 1090, 81000 et seq., 82000 et seq., 87100 et seq., and 87300 et seq., Public Contract Code (PCC) Sections 10335 et seq. and 10410 et seq., California Code of Regulations (CCR), Title 2, Section 18700 et seq. and Title 15, Section 3409, and the Department Operations Manual (DOM) Section 31100 et seq. regarding conflicts of interest.

a. Contractors and Their Employees

Consultant contractors shall file a Statement of Economic Interests, Fair Political Practices Commission (FPPC) Form 700 prior to commencing services under the Agreement, annually during the life of the Agreement, and within thirty (30) days after the expiration of the Agreement. Other service contractors and/or certain of their employees may be required to file a Form 700 if so requested by the CDCR or whenever it appears that a conflict of interest may be at issue. Generally, service contractors (other than consultant contractors required to file as above) and their employees shall be required to file an FPPC Form 700 if one of the following exists:

- (1) The Agreement service has been identified by the CDCR as one where there is a greater likelihood that a conflict of interest may occur;
- (2) The Contractor and/or Contractor's employee(s), pursuant to the Agreement, makes or influences a governmental decision; or

- (3) The Contractor and/or Contractor's employee(s) serves in a staff capacity with the CDCR and in that capacity participates in making a governmental decision or performs the same or substantially all the same duties for the CDCR that would otherwise be performed by an individual holding a position specified in the CDCR's Conflict of Interest Code.

b. Current State Employees

- (1) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- (2) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.
- (3) In addition to the above, CDCR officials and employees shall also avoid actions resulting in or creating an appearance of:
 - (a) Using an official position for private gain;
 - (b) Giving preferential treatment to any particular person;
 - (c) Losing independence or impartiality;
 - (d) Making a decision outside of official channels; and
 - (e) Affecting adversely the confidence of the public or local officials in the integrity of the program.
- (4) Officers and employees of the Department must not solicit, accept or receive, directly or indirectly, any fee, commission, gratuity or gift from any person or business organization doing or seeking to do business with the State.

c. Former State Employees

- (1) For the two year (2-year) period from the date he or she left state employment, no former state officer or employee may enter into an Agreement in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the Agreement while employed in any capacity by any state agency.
- (2) For the twelve-month (12-month) period from the date he or she left state employment, no former state officer or employee may enter into an Agreement with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed Agreement within the 12-month period prior to his or her leaving state service.

In addition to the above, the Contractor shall avoid any conflict of interest whatsoever with respect to any financial dealings, employment services, or opportunities offered to inmates or parolees. The Contractor shall not itself employ or offer to employ inmates or parolees either directly or indirectly through an affiliated company, person or business unless specifically authorized in writing by CDCR. In addition, the Contractor shall not (either directly, or indirectly through an affiliated company, person or business) engage in financial dealings with inmates or parolees, except to the extent that such financial dealings create no actual or potential conflict of interest, are available on the same terms to the general public, and have been approved in advance in writing by CDCR. For the purposes of this paragraph, "affiliated company, person or business" means any company, business, corporation, nonprofit corporation, partnership, limited partnership, sole proprietorship, or other person or business entity of any kind which has any ownership or control interest whatsoever in the Contractor, or which is wholly or partially owned (more than 5% ownership) or controlled (any percentage) by the Contractor or by the Contractor's owners, officers, principals, directors and/or shareholders, either directly or indirectly. "Affiliated companies, persons or businesses" include, but are not limited to, subsidiary, parent, or sister companies or corporations, and any company,

corporation, nonprofit corporation, partnership, limited partnership, sole proprietorship, or other person or business entity of any kind that is wholly or partially owned or controlled, either directly or indirectly, by the Contractor or by the Contractor's owners, officers, principals, directors and/or shareholders.

The Contractor shall have a continuing duty to disclose to the State, in writing, all interests and activities that create an actual or potential conflict of interest in performance of the Agreement.

The Contractor shall have a continuing duty to keep the State timely and fully apprised in writing of any material changes in the Contractor's business structure and/or status. This includes any changes in business form, such as a change from sole proprietorship or partnership into a corporation or vice-versa; any changes in company ownership; any dissolution of the business; any change of the name of the business; any filing in bankruptcy; any revocation of corporate status by the Secretary of State; and any other material changes in the Contractor's business status or structure that could affect the performance of the Contractor's duties under the Agreement.

If the Contractor violates any provision of the above paragraphs, such action by the Contractor shall render this Agreement void.

Members of boards and commissions are exempt from this section if they do not receive payment other than payment for each meeting of the board or commission, payment for preparatory time and payment for per diem.

15. Notification of Personnel Changes

Contractor must notify the State, in writing, of any changes of those personnel allowed access to State premises for the purpose of providing services under this Agreement. In addition, Contractor must recover and return any State-issued identification card provided to Contractor's employee(s) upon their departure or termination.

16. Security Clearance/Fingerprinting

The State reserves the right to conduct fingerprinting and/or security clearance—through the Department of Justice, Bureau of Criminal Identification and Information (BCII)—prior to award and at any time during the term of the Agreement, in order to permit Contractor (and/or Contractor employee) access to State premises. The State further reserves the right to terminate the Agreement should a threat to security be determined.

17. Computer Software

Contractor certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.

18. Expendable Equipment

Expendable equipment is defined as expendable items which change with use and have a unit acquisition cost of less than \$5,000 per unit (i.e. fax machines, computers, printers, etc.). Title to any expendable equipment purchased or built with State funds as part of this agreement will vest in the State. The Contractor must retain a listing of expendable equipment purchases that are

considered "theft-sensitive" items, such as cameras, calculators, two-way radios, computer equipment, etc., for audit purposes. Upon completion or termination of the agreement, Contractors are required to leave all expendable equipment for use by subsequent contractors or for the State to dispose of accordingly. The State may authorize the continued use of such equipment for work to be performed under a different agreement.

The cost of expendable equipment purchased should be comparable to the prevailing price for similar items in the surrounding area.

19. Electronic Waste Recycling

The Contractor certifies that it complies with the requirements of the Electronic Waste Recycling Act of 2003, Chapter 8.5, Part 3 of Division 30, commencing with Section 42460 of the Public Resources Code, relating to hazardous and solid waste. Contractor shall maintain documentation and provide reasonable access to its records and documents that evidence compliance.

20. Liability for Loss and Damages

Any damages by the Contractor to the State's facility including equipment, furniture, materials or other State property, will be repaired or replaced by the Contractor to the satisfaction of the State at no cost to the State. The State may, at its option, repair any such damage and deduct the cost thereof from any sum due Contractor under this Agreement.

21. Disclosure

Neither the State nor any State employee will be liable to the Contractor or its staff for injuries inflicted by inmates or parolees of the State. The State agrees to disclose to the Contractor any statement(s) known made by any inmate or parolee which indicate violence may result in any specific situation, and the same responsibility will be shared by the Contractor in disclosing such statement(s) to the State.

22. Workers' Compensation

Contractor hereby represents and warrants that Contractor is currently and shall, for the duration of this agreement, carry workers' compensation insurance, at Contractor's expense, or that it is self-insured through a policy acceptable to CDCR, for all of its employees who will be engaged in the performance of this agreement. Such coverage will be a condition of CDCR's obligation to pay for services provided under this agreement.

Prior to approval of this agreement and before performing any work, Contractor shall furnish to the State evidence of valid workers' compensation coverage. Contractor agrees that the workers' compensation insurance shall be in effect at all times during the term of this agreement. In the event said insurance coverage expires or is canceled at any time during the term of this agreement, Contractor agrees to give at least thirty (30) days prior notice to CDCR before said expiration date or immediate notice of cancellation. Evidence of coverage shall not be for less than the remainder of the term of the agreement or for a period of not less than one year. The State reserves the right to verify the Contractor's evidence of coverage. In the event the Contractor fails to keep workers' compensation insurance coverage in effect at all times, the State reserves the right to terminate this agreement and seek any other remedies afforded by the laws of this State.

Contractor also agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all of Contractor's workers' compensation claims and losses by Contractor's officers, agents and employees related to the performance of this agreement.

23. Loss Leader

It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. A "loss leader" is any article or product sold at less than cost: (a) Where the purpose is to induce, promote or encourage the purchase of other merchandise; or (b) Where the effect is a tendency or capacity to mislead or deceive purchasers or prospective purchasers; or (c) Where the effect is to divert trade from or otherwise injure competitors.

24. Insurance Requirements

Insurance as required herein shall be a condition of the State's obligation to pay for services provided under this Agreement. Prior to approval of this Agreement and before performing any work, Contractor and any subcontractor shall furnish to the State evidence of valid coverage. The following shall be considered evidence of coverage: A certificate of insurance, a "true and certified" copy of the policy, or any other proof of coverage issued by Contractor's insurance carrier. Binders are not acceptable as evidence of coverage. Providing evidence of coverage to the State conveys no rights or privileges to the State, nor does it insure any State employee or insure any premises owned, leased, used by or otherwise or under the control of the State. It does, however, serve to provide the State with proof that the Contractor and any subcontractors are insured at the minimum levels required by the State of California.

Contractor agrees that any liability insurance required in the performance of this Agreement shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires or is canceled during the term of this Agreement, Contractor's insurance provider must agree to give at least thirty (30) days prior notice to the State before said expiration date or notice of cancellation. Evidence of coverage required in the performance of this Agreement shall not be for less than the remainder of the term of this Agreement or for a period of not less than one year. The State and the Department of General Services (DGS) reserve the right to verify the Contractor's evidence of coverage; evidence of coverage is subject to the approval of the DGS. In the event the Contractor fails to keep insurance coverage as required herein in effect at all times, the State reserves the right to terminate this Agreement and to seek any other remedies afforded by the laws of the State of California.

25. Tuberculosis (TB) Testing

In the event that the services required under this Agreement will be performed within a CDCR institution/parole office/community-based program, prior to the performance of contracted duties, Contractors and their employees who are assigned to work with inmates/parolees on a regular basis shall be required to be examined or tested or medically evaluated for TB in an infectious or contagious stage, and at least once a year thereafter or more often as directed by CDCR. Regular basis is defined as having contact with inmates/parolees in confined quarters more than once a week.

Contractors and their employees shall be required to furnish to CDCR, at no cost to CDCR, a form CDCR 7336, "Employee Tuberculin Skin Test (TST) and Evaluation," prior to assuming their

contracted duties and annually thereafter, showing that the Contractor and their employees have been examined and found free of TB in an infectious stage. The form CDCR 7336 will be provided by CDCR upon Contractor's request.

The following provisions apply to services provided on departmental and/or institution grounds:

26. Blood borne Pathogens

Provider shall adhere to California Division of Occupational Safety and Health (CAL-OSHA) regulations and guidelines pertaining to blood borne pathogens.

27. Primary Laws, Rules, and Regulations Regarding Conduct and Association with State Prison Inmates

Individuals who are not employees of CDCR, but who are working in and around inmates who are incarcerated within California's institutions/facilities or camps, are to be apprised of the laws, rules and regulations governing conduct in associating with prison inmates. The following is a summation of pertinent information when non-departmental employees come in contact with prison inmates.

By signing this Agreement, the Contractor agrees that if the provisions of the Agreement require the Contractor to enter an institution/facility or camp, the Contractor and any employee(s) and/or subcontractor(s) shall be made aware of and shall abide by the following laws, rules and regulations governing conduct in associating with prison inmates:

- a. Persons who are not employed by CDCR, but are engaged in work at any institution/facility or camp must observe and abide by all laws, rules and regulations governing the conduct of their behavior in associating with prison inmates. Failure to comply with these guidelines may lead to expulsion from CDCR institutions/facilities or camps.

SOURCE: California Penal Code (PC) Sections 5054 and 5058; California Code of Regulations (CCR), Title 15, Sections 3285 and 3415

- b. CDCR does not recognize hostages for bargaining purposes. CDCR has a "NO HOSTAGE" policy and all prison inmates, visitors, and employees shall be made aware of this.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3304

- c. All persons entering onto institution/facility or camp grounds consent to search of their person, property or vehicle at any time. Refusal by individuals to submit to a search of their person, property, or vehicle may be cause for denial of access to the premises.

SOURCE: PC Sections 2601, 5054 and 5058; CCR, Title 15, Sections 3173, 3177, and 3288

- d. Persons normally permitted to enter an institution/facility or camp may be barred, for cause, by the CDCR Director, Warden, and/or Regional Parole Administrator.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3176 (a)

- e. It is illegal for an individual who has been previously convicted of a felony offense to enter into CDCR institutions/facilities or camps without the prior approval of the Warden. It is also illegal for an individual to enter onto these premises for unauthorized purposes or to refuse to leave said premises when requested to do so. Failure to comply with this provision could lead to prosecution.

SOURCE: PC Sections 602, 4570.5 and 4571; CCR, Title 15, Sections 3173 and 3289

- f. It is a crime to encourage and/or assist a prison inmate to escape. It is illegal to bring firearms, deadly weapons, explosives, tear gas, drugs or drug paraphernalia on CDCR institutions/facilities or camp premises. It is illegal to give prison inmates firearms, explosives, alcoholic beverages, narcotics, or any drug or drug paraphernalia, including cocaine or marijuana.

SOURCE: PC Sections 2772, 2790, 4533, 4535, 4550, 4573, 4573.5, 4573.6 and 4574

- g. It is illegal to give or take letters from inmates without the authorization of the Warden. It is also illegal to give or receive any type of gift and/or gratuities from prison inmates.

SOURCE: PC Sections 2540, 2541 and 4570; CCR, Title 15, Sections 3010, 3399, 3401, 3424 and 3425

- h. In an emergency situation the visiting program and other program activities may be suspended.

SOURCE: PC Section 2601; CCR, Title 15, Section 3383

- i. For security reasons, visitors must not wear clothing that in any way resembles state issued prison inmate clothing (blue denim shirts, blue denim pants).

SOURCE: CCR, Title 15, Section 3171 (b) (3)

- j. Interviews with SPECIFIC INMATES are not permitted. Conspiring with an inmate to circumvent policy and/or regulations constitutes a rule violation that may result in appropriate legal action.

SOURCE: CCR, Title 15, Sections 3261.5, 3315 (3) (W), and 3177.

28. Clothing Restrictions

While on institution grounds, Contractor and all its agents, employees, and/or representatives shall be professionally and appropriately dressed in clothing distinct from that worn by inmates at the institution. Specifically, blue denim pants and blue chambray shirts, orange/red/yellow/white/chartreuse jumpsuits and/or yellow rainwear shall not be worn onto institution grounds, as this is inmate attire. Contractor should contact the institution regarding clothing restrictions prior to requiring access to the institution to assure the Contractor and their employees are in compliance.

29. Tobacco-Free Environment

Pursuant to Penal Code Section 5030.1, the use of tobacco products by any person on the grounds of any institution or facility under the jurisdiction of the Department of Corrections and Rehabilitation is prohibited.

30. Prison Rape Elimination Policy

CDCR is committed to providing a safe, humane, secure environment, free from sexual misconduct. This will be accomplished by maintaining a program to ensure education/prevention, detection, response, investigation and tracking of sexual misconduct and to address successful community re-entry of the victim. The CDCR shall maintain a zero tolerance for sexual misconduct in its institutions, community correctional facilities, conservation camps and for all offenders under its jurisdiction. All sexual misconduct is strictly prohibited.

As a contractor with the CDCR, you and your staff are expected to ensure compliance with this policy as described in Department Operations Manual, Chapter 5, Article 44.

31. Security Regulations

- a. Unless otherwise directed by the entrance gate officer and/or Contract Manager, the Contractor, Contractor's employees and subcontractors shall enter the institution through the main entrance gate and park private and nonessential vehicles in the designated visitor's parking lot. Contractor, Contractor's employees and subcontractors shall remove the keys from the ignition when outside the vehicle and all unattended vehicles shall be locked and secured while on institution grounds.
- b. Any State- and Contractor-owned equipment used by the Contractor for the provision of contract services, shall be rendered temporarily inoperative by the Contractor when not in use, by locking or other means unless specified otherwise.
- c. In order to maintain institution safety and security, periodic fire prevention inspections and site searches may become necessary and Contractor must furnish keys to institutional authorities to access all locked areas on the worksite. The State shall in no way be responsible for Contractor's loss due to fire.
- d. Due to security procedures, the Contractor, Contractor's employees and subcontractors may be delayed at the institution vehicle/pedestrian gates and sally ports. Any loss of time checking in and out of the institution gates and sally ports shall be borne by the Contractor.
- e. Contractor, Contractor's employees and subcontractors shall observe all security rules and regulations and comply with all instructions given by institutional authorities.
- f. Electronic and communicative devices such as pagers, cell phones and cameras/microcameras are not permitted on institution grounds.
- g. Contractor, Contractor's employees and subcontractors shall not cause undue interference with the operations of the institution.

h. No picketing is allowed on State property.

32. Gate Clearance

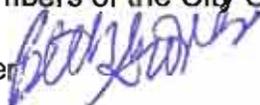
Contractor and Contractor's employee(s) and/or subcontractor(s) must be cleared prior to providing services. The Contractor will be required to complete a Request for Gate Clearance for all persons entering the facility a minimum of ten (10) working days prior to commencement of service. The Request for Gate Clearance must include the person's name, social security number, valid state driver's license number or state identification card number and date of birth. Information shall be submitted to the Contract Liaison or his/her designee. CDCR uses the Request for Gate Clearance to run a California Law Enforcement Telecommunications System (CLETS) check. The check will include Department of Motor Vehicles check, Wants and Warrants check, and Criminal History check.

Gate clearance may be denied for the following reasons: Individual's presence in the institution presents a serious threat to security, individual has been charged with a serious crime committed on institution property, inadequate information is available to establish positive identity of prospective individual, and/or individual has deliberately falsified his/her identity.

All persons entering the facilities must have a valid state driver's license or photo identification card on their person.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: William R. Thompson, Director of Public Works 

DATE: June 16, 2010

SUBJECT: Acceptance of Property Dedication at 2821 Hamner Avenue for the Hamner Avenue Widening Project

RECOMMENDATION: Authorize the City Manager to accept the dedication of street right-of-way at 2821 Hamner Avenue, and authorize the City Clerk to record the Grant Deed and authorize the City Manager to execute the Certificate of Acceptance.

SUMMARY: The property owner of 2821 Hamner Avenue has agreed to dedicate additional property to the City of Norco for right-of-way purposes in order to provide for the street improvements associated with the TUMF-funded Hamner Avenue Widening Project.

BACKGROUND/ANALYSIS: The property owner located at 2821 Hamner Avenue has agreed to dedicate street right-of-way to the City of Norco in exchange for the funding of the design and construction of the street improvements. The property is located on the east side of Hamner Avenue, south of Fourth Street, and north of Market Street. The existing half-street right-of-way for this section of Hamner Avenue is 45 feet. The ultimate right-of-way requirement for Hamner Avenue is 110 feet (55 feet half-width). Therefore, the City requires an additional 10 feet of right-of-way along the east side of the roadway at 2821 Hamner Avenue in order to achieve the ultimate right-of-way width.

The property owner is prepared to submit a fully-executed Grant Deed to the City in conformance with the Norco Municipal Code. The City Council thus needs to formally accept the dedication and record the Grant Deeds. A street improvement project has been scheduled that includes the adjacent properties along this portion of Hamner Avenue. In order to include this property within this project, staff is requesting the City Council authorize the City Manager to approve the Grant Deed.

With the inclusion of this parcel, the street widening of Hamner Avenue would be completed on the east side from Fourth Street to Market Street.

FINANCIAL IMPACT: None.

/wrt-75824

Attachments: Grant Deed, Exhibit "A", Exhibit "B", Exhibit "C"

RECORDING REQUESTED BY:

CITY OF NORCO
2870 CLARK AVENUE
NORCO, CA 92860-0428

AND WHEN RECORDED MAIL TO:

City Clerk
CITY OF NORCO
2870 CLARK AVENUE
NORCO, CA 92860-0428

SPACE ABOVE THIS LINE FOR RECORDERS USE

APN: 127-180-008

GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged

JOE MACARDICAN and NANCY JANE MACARDICAN, husband and wife as community property, owners of the following described real property and described in Exhibit "A", does

HEREBY GRANT in **FEE SIMPLE** to THE CITY OF NORCO, a municipal corporation, the land in the City of Norco, County of Riverside, State of California, described in Exhibit "B" (legal description) and as shown on Exhibit "C" (plat), attached and made a part hereof.

DATED THIS _____ DAY OF _____ 2010.

BY:

Signature<must be notarized>

Signature<must be notarized>

name and title printed

name and title printed

Exhibit "A"
Legal Description
(Copied from Title Report)

APN: 127-180-008

Real property in the City of Norco, County of Riverside, State of California, described as follows:

The Southerly 120 feet of the Northerly 440 feet of Lot 2 in Block 25 of RIVERSIDE ORANGE HEIGHTS TRACT NO. 2, as shown by Map on file in Book 7 page 54, of Maps, Records of Riverside County, California.

Said 440 feet and said 120 feet being measured on the Easterly line of said lot;

EXCEPTING therefrom the Easterly 534.5 feet;

ALSO EXCEPTING therefrom the Southerly 70 feet of the Westerly 10 feet of the Easterly 544.5 feet;

ALSO EXCEPTING therefrom the Westerly 15 feet as conveyed to the State of California, by deed recorded October 24, 1963 as Instrument No. 112655 of Official Records of Riverside County, California.

Exhibit "B"
Legal Description of Parcel to be conveyed to the City of Norco

Portion of APN: 127-180-008

All that certain real property situated in the County of Riverside, State of California, described as follows:

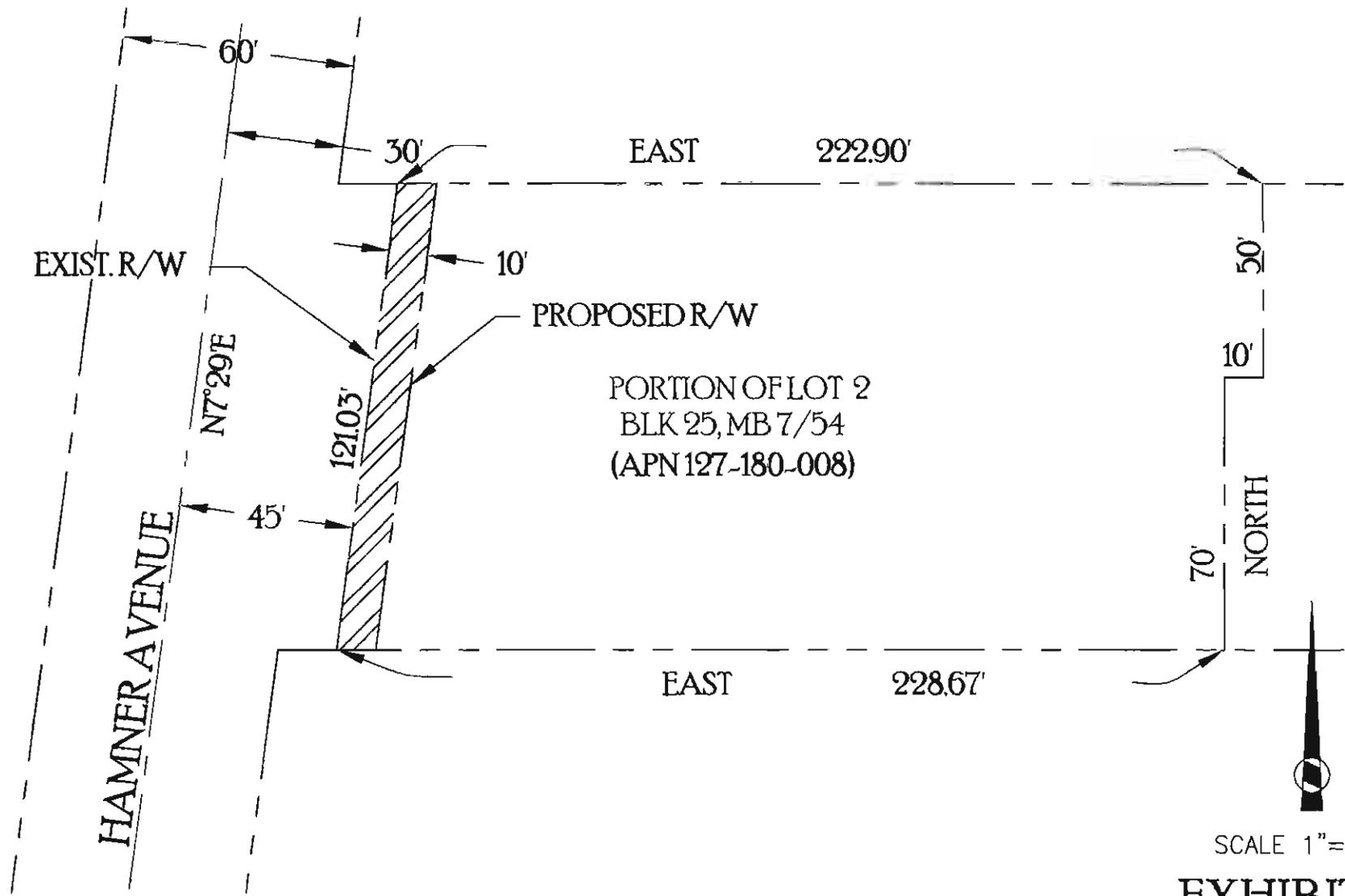
The westerly 25 feet, as measured perpendicular to the centerline of Hamner Avenue, of the southerly 120 feet of the northerly 440 feet of Lot 2, Block 25 of Riverside Orange Heights Tract No. 2, as shown by map on file in Book 7 Page 54 of Maps, in the Office of the County Recorder of said County;

Said 440 feet and said 120 feet being measured on the Easterly line of said lot.

Excepting therefrom the Westerly 15 feet as conveyed to the State of California, by deed recorded October 24, 1963 as Instrument No. 112655 of Official Records of Riverside County, California.

Containing 1,210.32 square feet, more or less.

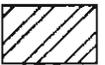
Prepared under the Supervision of:



SCALE 1"=40'

EXHIBIT "C"
PROPOSED DEDICATION

LEGEND

 AREA TO BE DEDICATED
AREA = 1,210.32 SF

BEARINGS PER MB7/54