



AGENDA
CITY OF NORCO
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
APRIL 6, 2011

CALL TO ORDER: 4:30 p.m.

ROLL CALL: Mayor Berwin Hanna
Mayor Pro Tem Kevin Bash
Council Member Kathy Azevedo
Council Member Greg Newton
Council Member Harvey C. Sullivan

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

Section 54956.9(c) – Conference with Legal Counsel - Anticipated Litigation

Number of Potential Cases: 1

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
Management
Middle Management, Professional and Confidential Service

RECONVENE PUBLIC SESSION: 7:00 p.m.

PLEDGE OF ALLEGIANCE: Council Member Sullivan

INVOCATION: Grace Fellowship Church
Pastor Vernie Fletcher

PROCLAMATION: Corona/Norco Day of the Child
Judy Flynn

Child Abuse Prevention Month
Mayra Trejo, Representing Prevent Child Abuse Riverside County

PRESENTATION: Norco College 20th Anniversary
Dr. Brenda Davis, President

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 March 16, 2011
Recommended Action: Approve the CRA Minutes (City Clerk)
 - B. Approval of an Amendment to the Comprehensive Sewer, Water and Trash Discount Program (S.W.A.T.) for Senior Citizens and Disabled Persons.
Recommended Action: Adopt CRA Resolution No. 2011-___, approving an amendment to the Comprehensive Sewer, Water and Trash Discount Program (S.W.A.T.) for Senior Citizens and Disabled Persons increasing the water and sewer subsidies. (Executive Director)
2. **OTHER CRA MATTERS:**

ADJOURNMENT OF CRA:

REGULAR CITY COUNCIL AGENDA AS FOLLOWS:

3. **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. 4 of the Agenda)*
 - A. **City Council Minutes:**
Regular Meeting of March 16, 2011
Special Meeting of March 23, 2011
Special Meeting of March 29, 2011
Recommended Action: Approve the City Council Minutes (City Clerk)
 - B. Recap of Actions Taken at the Planning Commission Regular Meeting of March 30, 2011. **Recommended Action: Receive and File** (Planning Director)
 - C. Procedural Step to Approve Ordinance after Reading of Title Only.
Recommended Action: Approval (City Clerk)
 - D. Reduction of City Manager Compensation. **Recommended Action: Approve the City Manager's request to forego contractually obligated compensation increase on July 1, 2011 and extend the term of the current Employment Agreement to June 30, 2012.** (City Manager)

- E. Annual Adoption of City Investment Policy. **Recommended Action: Approve and Adopt Investment Policy without modification.** (Deputy City Manager/Director of Finance)
- F. Approval for an Increase in the Contract Amount for the Rehabilitation of Well No. 13. **Recommended Action: Approve an increase to the contract with Layne Christensen Company in the amount of \$11,500 for the rehabilitation of Well No. 13.** (Public Works Director)
- G. Approval of an Application for a Certified Local Government Grant. **Recommended Action: Authorize staff to submit a grant application to the State of California for \$12,000 to fund the completion of Norco's Historic Context Statement and develop a Mills Act Program.** (Historic Preservation Consultant)
- H. Recycled Water Agreement between the City of Norco and Western Riverside County Regional Wastewater Authority. **Recommended Action: Approval** (Public Works Director)
- I. Acceptance of the Norco MDP Lateral NB-3 Storm Drain Improvement Project as Complete and the Appropriation of Additional Funds for the Norco MDP Lateral NB-3 Storm Drain Improvement Project. **Recommended Action: Accept the Norco MDP Lateral NB-3 Storm Drain Improvement Project as complete, authorize the City Clerk to file the Notice of Completion with the County Recorder's Office, and adopt Resolution No. 2011-____, appropriating additional funds in the amount of \$12,610.50 for the Norco MDP Lateral NB-3 Storm Drain Improvement Project.** (Contract Deputy City Engineer)

4. ITEMS PULLED FROM CITY COUNCIL CONSENT CALENDAR:

5. CITY COUNCIL PUBLIC HEARINGS:

- A. Zone Code Amendment 2011-02 (City): A City-Initiated Proposal to add Chapter 18.63 to the Norco Municipal Code entitled Hospitality Development Zone

The proposed Hospitality Development (H-D) zone will establish the regulations for development at locations in the City where tourist-oriented uses would be encouraged and supported with similarly-oriented uses (e.g. hotels and restaurants).

Recommended Action: Adopt Ordinance No. ____ for first reading (Planning Director)

- B. Amendment to the City's Comprehensive Fee Schedule to Update and Adjust Fees for Building Division Services

Recommended Action: Staff is recommending that the public hearing be continued to April 20, 2011 to allow further review of the proposed updated and adjusted fees for Building Division services. (Contract Building Official)

6. CITY COUNCIL ITEM FOR ACTION:

A. Appointments to the Historic Preservation Commission

There are currently two seats vacated on the Historic Preservation Commission which will be filled by appointments to fill the terms through June of 2013. One of the members of the Commission appointed is required to have professional experience and knowledge in order to serve on the Commission. The other member should have the general qualifications required to serve on the Commission. Three applications have been received for the Council's consideration, one which is qualified to serve with the professional knowledge and experience required for service on the Commission. The other two applicants have the general knowledge and experience required for service on the Commission.

Recommended Actions: (a) Appoint Terri Jacquemain, M.A. to serve on the Historic Preservation Commission to fill one vacated seat with the requirements to have professional experience and knowledge; and (b) Appoint one member to fill one vacated seat on the Historic Preservation Commission who fulfills the required qualifications for service on the Commission. (City Clerk)

7. 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.

8. OTHER MATTERS – COUNCIL:

9. OTHER MATTERS – STAFF:

A. Sheriff's Department Annual Report for 2010. (Lt. Cooper)

B. City Council Regular Meeting and Study Session Schedule. (City Manager)

10. 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.



**MINUTES
CITY OF NORCO**

**CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
MARCH 16, 2011**

CALL TO ORDER: Mayor Hanna called the meeting to order at 6:02 p.m.

ROLL CALL: Mayor Berwin Hanna, **Present**
Mayor Pro Tem Kevin Bash, **Present**
Council Member Kathy Azevedo, **Present**
Council Member Greg Newton, **Present**
Council Member Harvey C. Sullivan, **Present**

Staff Present: Carlson, Groves, Jacobs, King, Manning, Okoro, Petree, and Thompson

City Attorney Harper – **Present**

City Attorney Harper recommended that one (1) Existing Litigation Case under Section 54956.9 be added to Closed Session. The City Council unanimously approved the addition of this item to the Closed Session Agenda.

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

Section 54956.9 – Conference with Legal Counsel – Existing Litigation

Case Name: Norco Redevelopment Agency vs. Jeffrey D. Wilhelm and Jeffrey D. Wilhelm, LLC
Case Number: RIC 10008244

Section 54956.9(b) – Conference with Legal Counsel - Anticipated Litigation

Number of Potential Cases: 1

Section 54957.6 – Conference with Labor Negotiator

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

Employee Organizations: Management
Middle Management, Professional, and Confidential Service
Norco Battalion Chiefs Association
Norco Firefighters Association
Norco General Employees Association
Norco Public Works & Parks Maintenance Workers Association

Agenda Items 1.A. & 3.A.

REPORT FROM CLOSED SESSION: City Attorney Harper stated that there is nothing to report from Closed Session. He noted that one item was added to the agenda prior to the commencement of Closed Session.

RECONVENE PUBLIC SESSION: Mayor Hanna reconvened the meeting at 7:25 p.m.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Bash

INVOCATION: Assembly of God – Beacon Hill
Pastor Rene Parish

PRESENTATION: 2011 Keep America Beautiful Grant
Julie Reyes, Waste Management

Ms. Reyes presented information on the 2011 Keep America Beautiful Grant, noting that last year Waste Management received a grant in the amount of \$5,000 for a horse trail clean-up project. She stated that she is excited to report that in November she applied for another grant and recently found out that Waste Management received another \$5,000 grant for a trail clean-up project. She further stated that last year the City, in conjunction with the Norco Horsemen's Association, put on the event and requested direction from the Council regarding who Waste Management should work on the new trail clean-up project.

REGULAR COMMUNITY REDEVELOPMENT AGENCY (CRA) AGENDA AS FOLLOWS:

1. CRA CONSENT CALENDAR ITEMS:

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

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

- A. CRA Minutes:
Regular Meeting of March 2, 2011
Recommended Action: Approve the CRA Minutes (City Clerk)

2. OTHER CRA MATTERS: No other CRA matters

ADJOURNMENT OF CRA: 7:30 p.m.

REGULAR CITY COUNCIL AGENDA AS FOLLOWS:

3. CITY COUNCIL CONSENT CALENDAR ITEMS:

Council Member Newton pulled Item 3.D and Item 3.E. and a member of the public pulled Item 3.E. for discussion.

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

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

- A. City Council Minutes:
Regular Meeting of March 2, 2011
Recommended Action: **Approve the City Council Minutes** (City Clerk)
- B. Recap of Actions Taken at the Planning Commission Regular Meeting of March 9, 2011. **Recommended Action: Receive and File** (Planning Director)
- C. Consideration of City Participation on the Four Corners Transportation Coalition. **Recommended Action: Approve the City's participation on the Four Corners Transportation Coalition and appoint Mayor Hanna to represent the City on the Coalition.** (City Manager)
- D. Approval of the Chino Basin Desalter Authority Amended and Restated Water Purchase Agreement. **Recommended Action: Approve the Amended and Restated Water Purchase Agreement between the Chino Basin Desalter Authority and the City of Norco, and authorize the City Manager to execute all necessary documents on behalf of the City.** (Director of Public Works)
- E. Amendment to the Western Riverside County Regional Wastewater Authority Fiscal Year 2010/2011 Budget. **Recommended Action: Approve an Amendment to the WRCRWA 2010/2011 budget in the amount of \$500,000 to fund the planning and engineering for the expansion of the treatment facility.** (Director of Public Works)
- F. Fourth Amended and Restated Joint Exercise of Powers Agreement Creating the Western Riverside County Regional Conservation Authority. **Recommended Action: Approve the Fourth Amended and Restated Joint Exercise of Powers Agreement.** (Planning Director)

- G. Dissolution of the Riverside-San Bernardino Housing and Finance Agency and Corporation. **Recommended Action: Adopt Resolution No. 2011-16, withdrawing from and terminating the Joint Exercise of Powers Agreement of the Riverside-San Bernardino Housing and Finance Agency.** (Housing Manager)
- H. Annual Resolution Making Findings and Continuing Existing Rates for Maintaining Flood control Channels within County Service Area CSA-152. **Recommended Action: Adopt Resolution 2011-17, making findings and continuing existing rates for maintaining flood control channels within County Service Area CSA-152.** (Deputy City Manager/Director of Finance)

4. ITEMS PULLED FROM CITY COUNCIL CONSENT CALENDAR:

- 3.D. Approval of the Chino Basin Desalter Authority Amended and Restated Water Purchase Agreement. **Recommended Action: Approve the Amended and Restated Water Purchase Agreement between the Chino Basin Desalter Authority and the City of Norco, and authorize the City Manager to execute all necessary documents on behalf of the City.** (Director of Public Works)

Council Member Newton asked Public Works Director Thompson about the agreement and wanted to make sure that this contract makes sure the City has the opportunity to negotiate the best price for purchased water. Director Thompson responded that yes it does and added that our base cost will actually be reduced some. Director Thompson also stated that this is the final phase of the expansion.

In response to Council questions, Director Thompson stated that an acre foot equals 325,851 gallons of water. He also stated through the reverse osmosis process, the water is run through pressurized filters to remove seed and anything else that would cause harm to humans.

M/S Newton/Bash to approve the Amended and Restated Water Purchase Agreement between the Chino Basin Desalter Authority and the City of Norco, and authorize the City Manager to execute all necessary documents on behalf of the City.. The motion was carried by the following roll call vote:

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

- 3.E. Amendment to the Western Riverside County Regional Wastewater Authority Fiscal Year 2010/2011 Budget. **Recommended Action: Approve an Amendment to the WRCRWA 2010/2011 budget in the amount of \$500,000 to fund the planning and engineering for the expansion of the treatment facility.** (Director of Public Works)

Bill Schwab. Mr. Schwab stated that a lot of effort has been put into explaining rate increases and noted that he does not understand why this amount is being requested. Public Works Director Thompson responded that a feasibility study was completed regarding the expansion of the plant which resulted in information noting that this will benefit the agency as a whole.

Mayor Pro Tem Bash asked Director Thompson to provide information on the Western Riverside County Regional Wastewater Authority. Director Thompson provided information on the City's collection system and waste stream and also the process of treatment and disposal into the Santa Ana River. He further commented on the recycled water.

Council Member Newton asked Director Thompson about the cost for an engineering study. Director Thompson responded that by obligation, a study needs to be completed when the capacity gets to 75%, noting that the amount requested is the City's contribution to that study.

Council Member Sullivan asked Director Thompson about the reclaimed water line. Director Thompson provided information on the amount Corona is requesting, adding that the reclaimed water line is still being negotiation and all options will be discussed. Director Thompson noted that two years were lost with the construction of the River Road Bridge. Council Member Sullivan stated that the Council has made the reclaimed water line a priority.

Mayor Hanna asked about the \$500,000 and how it would be paid for. Director Thompson responded that it is coming out of the capital costs, existing development impact fees, and not from user fees.

Council Member Azevedo asked how much money is in the Sewer Capital Improvement Fund. Deputy City Manager/Director of Finance Okoro responded that there is approximately \$6 – \$7 million, which included bonds and development impact money. Council Member Azevedo commented on the need to increase the current 75% sewer capacity. She further noted that this money cannot be transferred to other funds in the City.

M/S Bash/Sullivan to approve an Amendment to the WRCRWA 2010/2011 budget in the amount of \$500,000 to fund the planning and engineering for the expansion of the treatment facility. The motion was carried by the following roll call vote:

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

5. CITY COUNCIL PUBLIC HEARING:

A. Proposition 218 Public Hearing Approving Adjustments to Water and Sewer Rates

In Compliance with Article XIID of the State of California Constitution and the Proposition 218 Omnibus Implementation Act, the City of Norco has notified all affected property owners and rate payers of the proposed water and sewer rate adjustments. The proposed rates are being recommended pursuant to a rate analysis conducted to assess the adequacy of revenues to maintain the physical integrity of the water and sewer systems; comply with all required health standards; provide adequate quality of water and wastewater treatment; to meet outstanding bonds debt coverage ratios; to provide adequate levels of system maintenance and to provide adequate levels of maintenance, upgrade and expand sewer and sewer facilities as needed to serve the City residents and businesses. The proposed rates are necessary to bridge the gap between necessary operating expenses including debt service and revenues recovered through user charges. Staff is recommending that the City Council accept written and verbal comments on the proposed rates and to approve the proposed rates after closure of the public hearing.

Recommended Action: Open the Public Hearing, take comments and at the end of the Public Hearing, adopt Resolution No. 2011-___, adopting adjustments to water and sewer rates. (Deputy City Manager/Director of Finance)

City Manager Groves introduced the public hearing item, noting that the bulk of the information has been previously presented at a public City Council Study Session. **Deputy City Manager/Director of Finance Okoro** presented information on the reasons that the costs increased and additional information was presented regarding the need for rate adjustments through slides that included charts and graphs depicting Water and Sewer Fund expense trends, and current fiscal year estimated revenues and expenditures. Water and Sewer Funds' operations are business-type in nature and most recover all costs through user rates/fees. Under the current rates, the Water Fund is recovering only 82% of its total operating costs (excluding capital set aside) and the percentage of recovery is expected to fall to 80% by FY 2012-2013. Under the current rates, the Sewer Fund is recovering 88% of the operating costs (excluding set-aside for capital) and the percentage of recovery is expected to fall to 80% by FY 2012-2013.

Additional information was presented including the facts that the City is required, under existing Bond Provisions, to maintain a debt service coverage ratio of 1.25 for water and sewer operations combined; the City has existing obligations under various "Take or Pay" contracts to purchase a minimum of 4,400 acre feet of water currently valued at \$3.6 million; and the cost of employees performing essential services for the water and sewer systems are part of the necessary costs to keep the systems operating.

Council Member Newton commended staff on the professional presentation given. He inquired about the low/moderate income program available for qualifying senior citizens and asked how much that subsidy is. City Manager Groves responded that the subsidy today on the water provides for a \$10 savings and on the sewer there is a \$17 savings based on today's rates. She added that this is a part of the housing assistance program from low-moderate income set aside money, noting that at this point in time, there is a lot of discussion regarding the future of redevelopment funding. In response to Council Member Newton, City Manager Groves stated that the Council would need to determine any policy changes to the program. Council Member Newton asked why the City of Riverside rates are "skewed", referring to the rate comparison chart. Director Thompson responded that they are its own power utility. Council Member Newton commented that he had a difficulty with the non-connect fee when there is no impact to the capacity. Director Thompson responded that there are capital maintenance expenses, and that is where those costs come from. Director Thompson further stated that there are no longer permits available to put in septic tanks and if the home is sold and is not connected to sewer, a connection is required.

Mayor Pro Tem Bash asked again about cost allocation in terms of the General Fund. City Manager Groves responded and referred to the pie chart in the presentation. She added that these funds cannot be used for other costs. Mayor Pro Tem Bash commented on the newly installed automated meters and asked if, in time, residents will be able to see the usage on their computers. Director Thompson responded that the installation is complete and in July, a water conservation campaign will be launched and a password will be issued to each customer in order to review their usage. Mayor Pro Tem Bash asked why the City is not using its wells as much. Director Thompson responded that the arsenic levels and other requirements have changed, reducing the water that can be used. In response to Mayor Pro Tem Bash, Director Thompson noted that the water wholesale rates have gone up and have impacted us.

Council Member Azevedo stated that at the end of the day, the biggest problem is the purchased water. She asked if there is any way to negotiate these contracts. In response, Director Thompson stated that there is not.

Council Member Sullivan stated that a good job was done explaining this and added that he hopes that everyone will understand. He noted that he is on the Western Riverside County Regional Wastewater Authority Board, adding that the City of Norco has, since 1998, done more to protect our citizens and to get its water and sewer rates down, even though many are unhappy.

Recess: Mayor Hanna recessed the City Council Meeting at 8:50 p.m.

Reconvene: Mayor Hanna reconvened the City Council Meeting at 9:00 p.m.

Mayor Hanna OPENED the public hearing, indicating that proper notification had been made and asked for the appearance of those wishing to speak.

Rose Eldridge. Ms. Eldridge spoke against the rate increases and urged the Council to not raise the rates and continue the SWAT Program.

Scott Simpson. Mr. Simpson spoke against the rate increases, further commenting on his views on rates, fees and charges.

Dave Henderson. Mr. Henderson spoke against the rate increases, noting that he is not connected to the sewer system and has already paid for this fee on a bond already in existence when he bought his property. He further commented on Proposition 218 and the difference between a fee and an assessment and the requirements for a ballot measure.

Warren Bacal Mr. Bacal commented on his two sewer lines and his problems with the SWAT program.

James Buehlman. Mr. Buehlman commented on the quality of the water, noting that he does not drink the City water. Director Thompson addressed his concerns noting the high quality of Norco's water.

Janet Jochen. Ms. Jochen commented on the large increase in rates in a very short time, noting the assessment district costs paid and the fact that this will impact many. Director Thompson addressed her concerns noting that in 1989, all properties paid through the assessment district for the collection system itself.

Linda Dixon. Ms. Dixon commented that these are hard times and because of the rising costs, there is no choice if we want the same standards we have today. She added that she trusts that the Council will do what is right for the City.

Martha Ramirez. Ms. Ramirez spoke against the rate increases and further stated that the agenda was too long and suspects that this is intentional so people will leave..

Leafy Wilson. Ms. Wilson stated that she did not appreciate the meeting starting late, adding that she is present to protest and oppose strongly the increase in the rates.

Bill Mallory. Mr. Mallory stated that he is opposed to the rate increase noting that they are extreme. He turned in 210 protest letters to the City Clerk.

James Herald. Mr. Herald spoke against the rate increases and commented on maintaining property values, which takes water, and the reimbursement to the General Fund for salaries and benefits.

Karen Leonard. Ms. Leonard commented on the emails going around regarding the mismanagement of the City's funds, noting that they are not true. She added that the City's rates are comparable to others.

Emmet McKune. Mr. McKune spoke against the rate increases and further commented on the graphs, numbers and charts noting that this is indicative to what is happening nationwide.

Julie Waltz. Ms. Waltz spoke against the rate increases and further asked the Council to reconsider what they are doing.

Glenn Hedges. Mr. Hedges commented on the cost of purchased bottled water, adding that conservation will help more than anything else.

Mayor Hanna CLOSED the public hearing.

Council Member Sullivan thanked everyone for coming and stating their opinions on this. He added that unfortunately, the Council has a job to do and the City needs to pay its bills and the water and sewer funds are used for that purpose. He stated that he supports this increase as this is the right thing to do.

Council Member Azevedo apologized to the audience for the meeting starting late, noting that the closed session portion went long. She further commented on the time and effort put in by staff to present the information and added that the City's proposed fees are comparable to other cities. She stated that this is not an easy time for anyone and asked that the residents trust the Council to do what is best for the City.

Mayor Pro Tem Bash also apologized to the audience that the closed session portion of the meeting went late. He commented on the difficulties that arose when water was transported from the Colorado River, noting that more impacts will be coming in the future. He further commented on the City's water system in the past, noting the improvements that were made. He stated that this is about the existence of the City of Norco keeping its large lots.

Council Member Newton commented on the improved quality of the water in the City. And questioned what level of service the residents would be happy with. Director Thompson responded that without these increases somebody else would need to be the provider, possibly a neighboring community that already has tiered rates. Council Member Newton made reference to tiered rates and the cost this would be and added that each individual needs to be responsible for their use. He commented on the sewer non-connect fee and noted that he does not support the increase in the non-connect fee.

Mayor Hanna commented on the cost of purchasing water noting an experience from his past. He stated that he believes that the charts and figures are correct, but worries about the low income and seniors. He further stated that he does not see how we could get by without this increase.

M/S Sullivan/Azevedo to adopt Resolution No. 2011-18, adopting adjustments to water and sewer rates.

Under discussion: Council Member Newton stated that he is not in favor of the increase to the non-connect fee.

City Attorney Harper commented on Proposition 218 noting that no fee or charge may be imposed for a service unless that service is used by, or immediately available to, the owner of the property. The City has had this discussion since prior to Proposition 218 and it has been factually concluded each time that because of the availability of the sewer, that it is immediately available, so it meets the requirements of Proposition 218. He added that the non-connect portion is essentially for the maintenance of that line that is immediately available and not for capacity.

Council Member Sullivan stated that he has not connected to the sewer and has two septic tanks. He stated that he does not mind paying that fee, as the line is readily available for connection.

Council Member Azevedo noted that this is a very small increase for the non-connects and commented on the availability of sewer when they are ready to connect. She stated that she supports the resolution as recommended.

Substitute M/S Newton/Sullivan to adopt Resolution No. 2011-18, adopting adjustments to water and sewer rates, accept for the increase to the non-connects.

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

M/S Sullivan/Azevedo to adopt Resolution No. 2011-18, adopting adjustments to water and sewer rates. The motion was carried by the following roll call vote:

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

6. PUBLIC COMMENTS OR QUESTIONS:

Glenn Hedges. Mr. Hedges stated that the Norco trails clean-up day will be held on Saturday, March 19th on Fifth Street in preparation for the Best of America on Horseback event.

Karen Leonard. Ms. Leonard commented on the finger-pointing going on and stated that everyone should find the best way to help the City survive. She encouraged people to come to Council meetings and get involved! She stated that Casino Night will be held on April 9th. She further encouraged everyone to support redevelopment and go to myvotecounts.org and sign a petition.

Curtis Coombs. Mr. Coombs asked for information regarding costs associated with privatization of the maintenance of the City's water system. He added that this should be presented as a possibility and the citizens should be informed why this is not an option.

7. OTHER MATTERS – COUNCIL:

Council Member Newton:

- ↓ Thanked the City Manager and staff for putting together the Strategic outreach materials that have been put together. City Manager Groves stated that this is all a part of the City's efforts to market and promote economic development in the City. She added that the materials have been done in-house and are used to attract developers to Horsetown USA.

Mayor Pro Tem Bash:

- ↓ Stated that today he went to the 20th Anniversary celebration for Norco College. He added that he would like to recommend that the City Council present Dr. Davis with a plaque at a future Council meeting and invite its "One Note" chorus to perform at that same time.
- ↓ Commented that he cannot be at the clean-up on Saturday and noted that the Lake Norconian Club Foundation will be holding a clean-up event in May.

Council Member Azevedo:

- ↓ Stated that she attended the Norco Area Chamber of Commerce event and Contract Economic Development Specialist Roger Grody was present to speak about the Banner Program. City Manager Groves added that there will be a patriotic theme and the banners will stay up for 3 months at a cost of \$90 each.

Mayor Hanna:

- ↓ Asked Sgt. Manning to check on reports of speeding and accidents on North and Viceroy. Sgt. Manning responded that he would check on this and report back.

8. OTHER MATTERS – STAFF: Nothing to report from staff

9. ADJOURNMENT: There being no further business to come before the City Council, Mayor Hanna adjourned the meeting at 10:40 p.m.

BRENDA K. JACOBS, CMC
CITY CLERK



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

**CONFERENCE ROOMS "A" & "B"
NORCO CITY HALL – 2870 CLARK AVENUE
MARCH 23, 2011**

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1. **CALL TO ORDER:** Mayor Hanna called the Special Meeting to order at 2:01 p.m.
 2. **ROLL CALL:** Mayor Berwin Hanna, **Present**
Mayor Pro Tem Kevin Bash, **Present**
Council Member Kathy Azevedo, **Present**
Council Member Greg Newton, **Present**
Council Member Harvey C. Sullivan, **Present**
 3. **PLEDGE OF ALLEGIANCE:** Mayor Hanna
 4. **PUBLIC COMMENTS OR QUESTIONS:** No public comments or questions received.

Council Member Azevedo reported that Maud Ingalls passed away and services will be held on Tuesday at 10 a.m. at the church located on the corner of Sixth and Valley View, with the reception to follow immediately after.

5. **DISCUSSION ITEM:**

A. **City Manager's Overview**

City Manager Groves introduced the information that will be presented. She commented on the budget process and noted that the directors have evaluated and put together budgets based on the current revenue projections and looked at both 10 percent and 20 percent reduction scenarios. She stated that the General Fund is anticipating a \$3 million shortfall, which results in a 23 percent reduction over current budget levels. There will be impacts in this budget and as the City does provide services, when expenditure cuts occur, there will be cuts to services. .

City Manager Groves stated that this is a staff process and no decisions will be asked to be made at this meeting. She noted that at the same time, efforts are underway with negotiations and contracts for services. The information presented at this meeting will be good examples of the types of things that are impacted under these ten and twenty percent cut scenarios. She noted that Parks and Recreation is the largest non-safety general fund budget in the City.

The objectives of this meeting is to identify the program impacts based on General fun reduction proposals and to report back to the City council on an alternative business model by implementing "Cost Centers".

B. **Parks, Receptions and Community Services Budget Issues**

Director of Parks, Recreation and Community Services Petree presented information on the proposed budget reductions by division operation. He commented on how revenues are tied to

each division operation and most of them are maintenance and service areas. The proposed budget for each division was shown, followed by the increase or decrease from the FY 2011 budget. The policy action for the proposed budget was presented, along with the amended revenues projected for FY 2011. The final column provided information regarding the net cost recovered to policy action.

The impacts to Fund 730 – Recreation -- include the reorganization of personnel and programming operations and hours; administrative office availability will be reduced to Monday – Thursday from 10 a.m. to 3 p.m.; online registration will be added to the budget to assist residents and reservations will need to be made by appointment only; and all special events will be required to recover direct costs or be cancelled.

Council Member Azevedo acknowledged and recognized Bob Hicks and Wanda Crowson for sponsoring the Horsetown Parade of Lights.

The impacts to Fund 730 – Recreation, Community Center Pool Closure -- include the closure of the City pool and cancelation of swim lessons, recreation swim, swim rentals, senior swim, family fun night and dive in night; and the pool will be emptied. The closure of the pool will reduce operational and maintenance cost in both Recreation and Parks divisions.

Discussion was held regarding options to closing the pool, including the use of the Norco High School pool. Director Petree noted that there would not be a real cost savings, as the staffing is the main costs. He also noted that there are significant costs related to emptying the pool.

The impacts to Fund 733 – Parks Division includes the closure of parks along with recommended operations costs. Director Petree will be discussing with the Parks and Recreation Commission the development of a "Friends of the Park" annual endowment program to sustain the City parks. The list of potential parks that would be impacted was presented, noting that 10 of the 14 would not need to be fenced, or fencing is already in existence.

The impacts to Fund 765 – Animal Control Division include the reorganization of personnel and programming operations and hours resulting in the Shelter office being closed to the public on Mondays and Fridays; the Shelter would be open on Saturday from 10 a.m. to 2 p.m. to the public; and possible impacts to call out and stand by time.

Discussion was held regarding a Ranch License and staff noted that there are positive and negative sides to holding that license. City Manager Groves noted that none of these are things that staff wants to recommend, but if the service does not pay for itself, and staffing levels go down, it needs to be reviewed. Mayor Hanna asked how many call outs Animal Control gets. Director Petree responded that about 290 after hour calls are responded to per year.

City Manager Groves commented on an alternative business model by implementing "Cost Centers" which is more of a business model. She noted that this model recovers the costs for services, adding that if they recover 85% of the direct costs, we would be much better off.

The biggest piece would be the George Ingalls Equestrian Event Center. The future operation would need to be based on a cost Center model that generates revenues to recover personnel, maintenance and operational costs. The costs would be based on an adopted fee structure. To accomplish this, the City would need to contract for services and concession, promote, market and secure dates that recover costs. There is also a need to identify alternatives for security and insurance requirements that meet Sheriff and Risk Management needs, which will provide for a more attractive and affordable venue.

City Manager Groves stated that every function in the City will have proposed impacts. Priorities need to be addressed and the Council will need to provide input. No decisions will be made today; however, the recommendations will be brought to the Council that will include service impacts.

Council Member Newton asked if there was any one program at the City pool that generates the bulk of the revenue. Director Petree responded that the swimming lessons do. Council Member Newton stated that he would like to look at keeping the swimming lessons. He also stated that Director Petree should investigate how they winterize swimming pools in the colder areas of the nation.

Mayor Hanna asked if NART could do more to assist Animal Control. Director Petree responded that there would be workers compensation issues involved.

Council Member Bash asked what the cost would be to endow the pool for swim lessons. Director Petree responded that the interest alone could run the pool. He commented on the need to keep the Senior Garden and asked if there were any updates on Neil Snipes Park. City Manager Groves stated that the Council would need to provide direction to convert Neil Snipes Park and that decision would need to go back to the federal agency that is in control.

Council Member Azevedo commented on the aquatic programs and said it would be great to find other sources for lessons. Discussion took place regarding holding the swimming lessons at other locations. Director Petree responded that there would be the same costs for required certified staff. Council Member Azevedo stated that she believes that closing Neil Snipes would have the least impact.

Council Member Sullivan asked if the City's costs for Animal Control services compare to other cities. Director Petree responded that a comparison is done each year in preparation for the City's Comprehensive Fee Resolution.

Director Petree stated that a modified program could be run at the pool that would recover the costs. He further stated that his sense from the Council is to not reduce the hours at Animal Control, look into a modified aquatics program, and discuss with the Parks and Recreation Commission the implementation of a "Friends of the Park" program.

Deputy City Manager/Director of Finance Okoro stated that the purpose of these discussions is to bring ideas to the Council for feedback, with the objective of reducing budget, keeping in mind that some of the ideas presented will have impacts to the community. He added that some of these ideas have already been incorporated into the budget administratively and if there are any

significant concerns, staff needs to know now. He commented on the "Cost Centers" noting that in order to benefit from this perspective, we have to create a situation where it allows us to generate more revenues and staff will need latitude to adjust fees in order to make them work.

In response to Mayor Hanna, Director Petree stated that swimming lessons run 5 days per week, with some private lessons given on Saturday. In response to Mayor Hanna's question if the pool could remain open a few days per week, Director Petree stated that if that is what the Council requests, that is what would be put into the final budget proposal.

Concerns over the cost of the George Ingalls Equestrian and Event Center were discussed. Deputy City Manager/Director of Finance Okoro stated that this is where the Cost Center would be most appropriate; adding that the fees charged will need to meet that target.

Discussion was held regarding the creation of an endowment fund for the City parks and Mayor Pro Tem Bash noted that he would like to see what the cost would be for people to take care of neighborhood parks. Director Petree responded that that amount would be the annual contractual cost, noting that for Pacer Park for instance, if each household would pay \$120 per year, it would pay for the park. City Attorney Harper commented on the benefit analysis and law specific for forming assessment districts for parks.

Council Member Azevedo stated that it is hard to take this portion of the budget, not knowing the other impacts of the budget. She noted that she would consider closing the pool before closing parks, with the exception of Neil Snipes. City Manager Groves responded that there will be cuts and impacts in all services in every department. Director Petree added that the budget impacts will not just effect parks, noting that all of the medians we just landscaped will be cut down.

Council Member Sullivan stated that we have waited too long and need to take this to the people at a town hall meeting to let them know how bad the situation is. He also stated that he would recommend putting a measure on the ballot for a parcel tax, with a drop dead timeframe of maybe 3 years. He stated that we have already cut as much as we can and are not going to make it with the small staff. City Manager Groves responded that this recommendation would need to be brought to a regular City Council meeting for direction.

Council Member Newton commented on the medians and asked why they are not covered under developer impact fees. City Attorney Harper responded that the impact fees get spent on capital costs and not on maintenance costs.

Kaye O'Mara. Ms. O'Mara commented on the community service and youth groups in the City that could assist in the maintenance of the parks. City Attorney Harper responded that the liability is not the biggest issues, it is the expertise and other costs involved.

City Manager Groves added that these are all models that will be looked at, noting that the City has trained consistent volunteers that have stepped up to help in other areas. City Manager Groves also commented on the process involved to use volunteers. She stated that staff will be reviewing all of the comments and suggestions, but right now we need to look at what the budget is going to look like on July 1.

Recess: Mayor Hanna recessed the City Council Special Meeting at 3:36 p.m.

Reconvene: Mayor Hanna reconvened the City Council Special Meeting at 3:50 p.m.

6. THE CITY COUNCIL RECESSED TO CLOSED SESSION (SECTION 54954) TO CONSIDER THE FOLLOWING MATTERS:

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
Management
Middle Management, Professional and Confidential Service

7. ADJOURNMENT: With nothing to report from Closed Session, and there being no further business to come before the City Council, Mayor Hanna adjourned the meeting at 6:40 p.m.

BRENDA K. JACOBS, CMC
CITY CLERK



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

**CONFERENCE ROOMS "A" & "B"
NORCO CITY HALL – 2870 CLARK AVENUE
MARCH 29, 2011**

-
1. CALL TO ORDER: Mayor Hanna called the Special Meeting to order at 1:06 p.m.
 2. ROLL CALL: Mayor Berwin Hanna, **Present**
Mayor Pro Tem Kevin Bash, **Present**
Council Member Kathy Azevedo, **Present**
Council Member Greg Newton, **Present**
Council Member Harvey C. Sullivan, **Present**
 3. PLEDGE OF ALLEGIANCE: Council Member Azevedo
 4. PUBLIC COMMENTS OR QUESTIONS: No public comments or questions received
 5. THE CITY COUNCIL RECESSED TO CLOSED SESSION (SECTION 54954) TO CONSIDER THE FOLLOWING MATTERS:

Section 54957.6 – Conference with Labor Negotiator

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

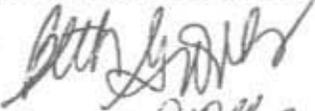
Employee Organization: Norco Battalion Chiefs Association
Norco Firefighters Association
Norco General Employees Association
Norco Public Works & Parks Maintenance Workers Association
Management
Middle Management, Professional and Confidential Service

6. ADJOURNMENT: With nothing to report from Closed Session, and there being no further business to come before the City Council, Mayor Hanna adjourned the meeting at 4:10 p.m.

/bj-78171

CITY OF NORCO STAFF REPORT

TO: Chairman and Members of the Redevelopment Agency

FROM: Beth Groves, Executive Director 

PREPARED BY: Deborah L. DeGrado, Housing Manager 

DATE: April 6, 2011

SUBJECT: Approval of an Amendment to the Comprehensive Sewer, Water and Trash Discount Program (S.W.A.T.) for Seniors and Disabled Persons

RECOMMENDATION: Adopt **CRA Resolution No. 2011-__**, Approving an amendment to the Comprehensive Sewer, Water and Trash Discount Program (S.W.A.T.) for Seniors and Disabled Persons increasing the subsidies for the sewer service charges and water meter charges.

SUMMARY: Income qualifying senior citizens and disabled persons are provided a discount/subsidy through the Sewer, Water and Trash (S.W.A.T.) Program for Seniors and Disabled. The assistance includes a \$17 per month subsidy for sewer service charges and a \$10 per month subsidy for water meter charges, both in addition to the discount offered by Waste Management Inland Empire, Inc. Staff is recommending that the Agency approve modifications to the S.W.A.T. Program to increase the monthly subsidies for the sewer service charges and water meter charges incrementally on May 1, 2011 and July 1, 2012 in conjunction with increases in the sewer rates approved by the Norco City Council on March 16, 2012.

BACKGROUND/ANALYSIS: In 2006, the Norco Redevelopment Agency established a comprehensive Sewer, Water and Trash Discount Program ("S.W.A.T.") for Seniors and Disabled Persons that provides a subsidy for sewer service charges and for water meter charges, in addition to a discount offered by Waste Management Inland Empire, Inc.

To assist qualified low-income seniors and disabled persons, the Agency now desires to increase the subsidies for the sewer service charges and water meter charges incrementally on May 1, 2011 and July 1, 2012 in conjunction with increases in the sewer rates approved by the Norco City Council on March 16, 2011. This increase is also in response to the many requests from Norco Senior Citizens who are already qualified through the S.W.A.T. Program.

The following subsidies are recommended for qualified low-income seniors and disabled persons:

Sewer Service Charges (currently at \$17):

May 1, 2011	\$23.00
July 1, 2012	\$28.00

Water Meter Charges (currently at \$10):

May 1, 2011	\$13.00
July 1, 2012	\$15.00

All guidelines and qualifications for the S.W.A.T. Program will remain the same, and funding for approved clients will continue to be reimbursed to the Water Fund and Sewer Fund respectively on monthly basis, prorating subsidy amounts for participants that did not receive the subsidy for the entire year.

FISCAL IMPACT: Redevelopment Agency Low-Mod Set-Aside funds will be used to reimburse the Sewer and Water funds for the water and sewer discount components of the S.W.A.T. Program. With 200 clients currently in the Program, \$1,600 would be the cost for the remainder of FY2010-2011. The FY10-11 budget has sufficient funds to cover the increase for the remainder of this fiscal year.

The cost to reimburse the Sewer and Water funds for FY 2011-2012 will be approximately \$92,880.00. The cost to reimburse the Sewer and Water funds with the increase scheduled for July 1, 2012 will be approximately \$116,110. Funds for these years will be allocated as part of the regular budget preparation process.

/bj-78153
Attachment: CRA Resolution No. 2011-_____

CRA RESOLUTION NO. 2011-___

A RESOLUTION OF THE NORCO REDEVELOPMENT AGENCY APPROVING A MODIFICATION TO THE COMPREHENSIVE SEWER, WATER AND TRASH DISCOUNT PROGRAM FOR SENIORS AND DISABLED PERSONS INCREASING THE SUBSIDIES FOR THE SEWER SERVICE CHARGES AND WATER METER CHARGES

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; and

WHEREAS, twenty percent (20%) of tax increment financing is set aside to provide housing assistance and to preserve the City's stock of safe and affordable housing; and

WHEREAS, the Agency currently provides a \$17 per month subsidy for sewer service charges and a \$10 per month subsidy for water meter charges in addition to the discount offered by Waste Management Inland Empire, Inc. for basic trash services; and

WHEREAS, to assist qualified low-income seniors and disabled persons, the Agency now desires to incrementally increase the subsidies for sewer service charges and for water meter charges; and

WHEREAS, all guidelines and qualifications for the S.W.A.T. Program will remain the same, and funding for approved clients will continue to be reimbursed to the Water Fund and Sewer Fund, respectively, on a monthly basis, prorating subsidy amounts for participants that did not receive the subsidy for the entire month.

NOW THEREFORE, BE IT RESOLVED that that CRA Resolution No. 2006-09 and CRA Resolution No. 2008-11 are hereby amended and the subsidy rates as shown below to assist qualified low-income seniors and disabled persons are adopted by the Agency to take effect on the stated dates:

Sewer Service Charges:

May 1, 2011	\$23.00
July 1, 2012	\$28.00

Water Meter Charges:

May 1, 2011	\$13.00
July 1, 2012	\$15.00

PASSED AND ADOPTED by the Norco Redevelopment Agency at a regular meeting held on April 6, 2011.

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 April 6, 2011 by the following vote of the Norco Redevelopment Agency Board Members:

AYES:
NOES:
ABSENT:
BSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Redevelopment Agency of the City of Norco, California, on April 6, 2011.

Secretary
Norco Redevelopment Agency

/bj-78155



RECAP OF ACTIONS TAKEN
CITY OF NORCO
PLANNING COMMISSION
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
REGULAR MEETING
March 30, 2011

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Vice-Chair Wright, Commission Members Henderson, Jaffarian and Leonard (Chair Hedges absent)
3. STAFF PRESENT: : Planning Director King, Senior Planner Robles, Deputy City Clerk Germain
4. PLEDGE OF ALLEGIANCE: Vice-Chair Wright
5. APPEAL NOTICE: Read by Staff
6. HEARING FROM THE AUDIENCE ON ITEMS NOT LISTED ON THE AGENDA: None
7. APPROVAL OF MINUTES: Minutes of March 9, 2011. **Recommended Action: Approval** (Deputy City Clerk): **Approved 4-0**
8. CONTINUED ITEMS: None
9. PUBLIC HEARINGS
 - A. **Resolution 2011-___**: Conditional Use Permit 2011-03 (Sadati): A Request for Approval to Allow a 3,240 Square-Foot Corral Cover at 4057 Pedley Avenue Located within the A-1-20 Zone. **Recommended Action: Approval** (SP Robles): **Approved 4-0 (Hedges absent)**. **This action is final unless appealed to the City Council within 10 calendar days.**
 - B. **Resolution 2011-___**: Conditional Use Permit 2011-05 (Klinkenborg): A Request for Approval to allow a 1,512 Square-Foot Detached Garage Building at 2285 Santa Anita Road Located within the A-1-20 Zone. **Recommended Action: Approval** (SP Robles): **Continued 4-0 (Hedges absent) to the meeting of April 13, 2011.**
 - C. **Resolution 2011-___**: Conditional Use Permit 2011-04 (Johnson): A Request for Approval to Allow a 1,296 Square-Foot Workshop at 1584 Harness Lane located within the Norco Hills Specific Plan. **Recommended Action: Approval** (SP Robles): **Approved 4-0 (Hedges absent)**. **This action is final unless appealed to the City Council within 10 calendar days.**

Agenda Item 3.B

- D. **Resolution 2011-___**: Conditional Use Permit 2010-11(Louk): A Request for Approval to Allow All Automotive Uses Including Vehicle Sales (Used) and Repair at 2100 Hamner Avenue located within Norco Auto Mall Specific Plan. **Recommended Action: Approval (PD King): Approved 4-0 (Hedges absent). This action is final unless appealed to the City Council within 10 calendar days.**

 - E. **Resolution 2011-___**: Zone Code Amendment 2011-03 (City): A Request for Approval to Amend Chapter 18.37 (Signs) of the Norco Municipal Code Regarding New Regulations for the Placement of Temporary Event Advertising Signage. **Recommended Action: Continue Off-Calendar (PD King): Continued off-calendar 4-0 (Hedges absent)**
- 10. **BUSINESS ITEMS: None Scheduled**

 - 11. **CITY COUNCIL: Received and Filed**
 - A. Recap of Actions Taken at the March 16, 2011 City Council/Community Redevelopment Agency Meeting.

 - B. City Council Minutes dated March 2, 2011

 - 12. **PLANNING COMMISSION: Oral Reports from Various Committees Received and Filed**

 - 13. **STAFF: Current Work Program: Received and Filed**

 - 14. **OTHER MATTERS: Received and Filed**
 - A. Follow-up on Items from Previous Meetings (Director King)

 - 15. **ADJOURNMENT: 7:58 p.m.**

/adr-78183

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

DATE: April 6, 2011

SUBJECT: Reduction of City Manager Compensation

RECOMMENDATION: Approve the City Manager's request to forego contractually obligated compensation increase on July 1, 2011 and extend the term of the current employment contract to June 30, 2012.

SUMMARY: In November of 2009, Beth Groves entered into an Employment Agreement with the City of Norco to serve as City Manager. The Agreement sets forth the terms regarding salary and compensation for the City Manager. In recognition of the significant projected shortfall in the City's revenues, the City Manager is requesting that the City Council forego the July 1, 2011 salary increase and the increase in contributions to deferred compensation. It is also being recommended by City Manager Groves that the term of the current employment contract be extended to June 30, 2012.

BACKGROUND/ANALYSIS: On November 4, 2009, the City entered into an Employment Agreement with Beth Groves to serve as its City Manager. In doing so, the City agreed not to reduce the salary or fringe benefits of Groves at any time during the term of the Employment Agreement.

Exhibit "A" of that Agreement, regarding compensation, states that on July 1, 2011, her total monthly compensation will be increased by 9 %.

In recognition of the significant projected shortfall in the City's revenues, the City Manager has requested to forego the July 1, 2011 salary increase and the increase in contributions to deferred compensation.

Additionally, Section 2 of the Agreement states that the current contract will expire on November 4, 2011. It states that if no action is taken, the contract will automatically be renewed for one year. There is, however, a provision (Section 5) that if renewed, City Manager Groves' annual salary and any contribution to the deferred compensation plan will be elevated to at least 95% of the average salary paid to city managers of certain designated cities. Again, given the state of the City's finances, City Manager Groves requests to waive the requirement for the salary elevation referenced in Section 5 of the Agreement, and requests that the term of the current employment contract be extended to June 30, 2012. All other provisions in the current contract will remain in place through June 30, 2012.

FISCAL IMPACT: By not incorporating the contractually obligated increases, the total annual savings beginning July 1 will be \$14,052 (\$1,171 per month).

/bj-78107

Attachment: Letter of Amendment

Letter of Amendment

On April 6, 2011, the Norco City Council accepted amendments to the City Manager Employment Agreement that was enacted on November 4, 2009. This letter of amendment implements those changes.

Section 2a Term

- Extend the term of the agreement to June 30, 2012.

Section 5 Compensation

- Amend Exhibit A to delete the salary and 457 plan contribution increase scheduled for July 1, 2011.
- Amend Section 5 to remove the renewal language effective November 5, 2011 that ties compensation to 95% of the average salary paid to specific survey cities.

All other provisions of the original employment agreement remain intact.

Dated: _____

AGREED TO BY:

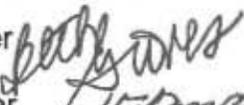
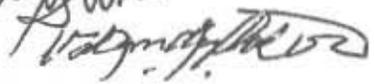
Beth Groves
City Manager

Berwin Hanna
Mayor

ATTEST:

Brenda K. Jacobs
City Clerk

**CITY OF NORCO
STAFF REPORT**

TO: Honorable Mayor and Members of the City Council
FROM: Beth Groves, City Manager 
PREPARED BY: Andy Okoro, City Treasurer 
DATE: April 6, 2011
SUBJECT: Annual Adoption of City Investment Policy.
RECOMMENDATION: Approve and adopt Investment Policy without modification

SUMMARY: Annual review of the policy governing investment of surplus funds for the City is required by the City of Norco Investment Policy.

BACKGROUND/ANALYSIS: Section 53646(a)(2) of the Government Code states that the treasurer or chief fiscal officer of the local agency may annually render to the legislative body of that local agency a Statement of Investment Policy. Attached is the City's Investment Policy. It is to be noted that state law no longer requires annual review and approval of the Investment Policy by the legislative body of the City. In addition, quarterly investment reports are no longer required to be presented to the legislative body. However, staff is recommending that the current process of annual review and quarterly reporting of the investment portfolio be continued.

Minor changes as highlighted have been recommended to this year's Investment Policy to remove references to the Director of Fiscal and Support Services or designated representative which are no longer applicable due to formal appointment of the Director as City Treasurer by the City Council in 2007. Staff recommends approval of this Investment Policy as amended.

FINANCIAL IMPACT: None.

/jk-78142

Attachment: Investment Policy – Annual Adoption 2011



CITY OF NORCO ADMINISTRATIVE POLICY STATEMENT

CATEGORY: FISCAL & SUPPORT SERVICES

POLICY NO. 8

SUBJECT: INVESTMENT POLICY

DATE ISSUED: June 7, 2000

LAST DATE MODIFIED: April 6, 2011

PURPOSE:

The purpose of this policy is to provide guidelines to the City Treasurer, ~~or a designated representative,~~ for the investment of surplus funds not required for immediate necessities of the City of Norco. All investment of such surplus funds is governed by state law and by this policy.

INTRODUCTION:

The City Treasurer, ~~or a designated representative,~~ is responsible for administering the City of Norco investments. State law and this policy shall determine the type of investments in which the City Treasurer may participate with idle City funds. The City Treasurer shall issue and administer detailed investment instructions which may change periodically and which will supplement, but conform to the provisions of, this Investment Policy. The investment of bond or Certificates of Participation (COP) proceeds will be further restricted by the provisions of relevant bond or COP documents.

POLICY:

It is the policy of the City of Norco, and the Norco Redevelopment Agency, (together, the "CITY") to meet the short and long term cash flow demands of the City in a manner which will provide for the safety of principal and sufficient liquidity, while providing a reasonable return on the City's investment. The purpose of the Statement of Investment Policy ("Investment Policy") is to outline a process for the investment of City funds in a prudent manner in order to meet City objectives. This Investment Policy will also govern all funds held in trust by the City.

This Investment Policy applies to all investment activities and financial assets of the City, hereinafter, the "funds." Bond and Certificates of Participation (COP) proceeds shall be invested in accordance with the requirements and restrictions outlined in the bond and COP documents and are not considered part of the funds nor subject to this Investment Policy. However, bond and COP proceeds will be included in the monthly report to the City Council per California Government Code Section 53646(b).

PROCEDURE:

I. DELEGATION OF AUTHORITY

The City Treasurer is authorized to invest the City's and Redevelopment Agency's funds in accordance with City of Norco Resolution 79-25 and California Government Code Sections 53600, 16429.1 and 53684 et seq. ~~For the purposes of this policy "Treasurer" shall mean the City Treasurer or the Director of Fiscal and Support Services.~~

II. PRUDENCE

Investments shall be made in the context of the "Prudent Investor Standard" which states:

"When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City within the limitations of this section, and considering individual investments as authorized by law."

All investments purchased shall have daily liquidity or final stated maturity date, upon which the full principal value of the security will be received. Although the investment will mature at full principal value, it is recognized the market value will vary throughout the life of the security. In a diversified portfolio it must be further recognized that occasional measured losses are inevitable in a diversified portfolio due to economic, bond market, or individual security credit analysis. These occasional losses must be evaluated and considered within the context of the overall investment return.

The "Prudent Investor" standard shall be applied in the context of managing the funds. The Treasurer, acting within the intent and scope of the Investment Policy and other written procedures and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

III. INVESTMENT PORTFOLIO OBJECTIVES

The objective of the investment portfolio is to meet the short and long-term cash flow demands of the City. To achieve this objective, the portfolio will be structured to provide safety of principal and liquidity, while providing a return on investments.

- A. Safety of Principal: Investments of the City shall be undertaken in a manner that seeks to ensure that capital losses are minimized, whether from institution default, broker-dealer default, or erosion of the market value of securities. The Treasurer

shall seek to preserve principal by mitigating two types of risk: Credit Risk and Market Risk.

1. Credit Risk – Credit risk, defined as the risk of loss due to failure of an issuer of a security, shall be mitigated by purchasing U.S. Treasury Securities, or high-grade securities. All investments beyond Treasury securities will be diversified so that the failure of any one issuer would not unduly harm the City's cash flow. Credit risk shall also be mitigated by pre-qualifying financial institutions, broker/dealers, intermediaries and advisors with which the City Conduct its business.
2. Market or Interest Rate Risk – Interest rate risk is the risk the market value of securities in the portfolio will decline due to changes in general interest rates. Interest rate risk may be mitigated by structuring the funds so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and by investing operating funds primarily in shorter-term securities. The cash flow is updated on a daily basis and will be considered prior to the investment of securities, which will reduce the necessity to sell investments for liquidity purposes.

Long-term securities shall not be purchased for the sole purpose of short-term speculation. Securities shall not be sold prior to maturity with the following exceptions: 1) a declining credit security should be sold early to minimize loss of principal; 2) a security swap would improve the quality, yield, or target duration in the portfolio; or 3) liquidity needs of the portfolio require that the security be sold.

- B. Liquidity: The funds shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the funds will maintain a liquidity buffer and invest primarily in securities with active secondary or resale markets (dynamic liquidity).
- C. Return on Investments (Yield): The funds shall be designed to attain a return on investment through budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk assumed.

IV. ETHICS AND CONFLICTS OF INTEREST

The Treasurer and Director of Fiscal and Support Services shall refrain from personal business activity that could conflict with proper execution of the investment program or could impair their his/her ability to make impartial investment decisions. The Treasurer and Director of Fiscal and Support Services shall disclose any material interests in financial institutions with which they he/she conduct business. They He/She shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio and shall refrain from undertaking personal investment transactions with the same individual or financial institution with whom business is conducted on behalf of the City.

The Treasurer and Director of Fiscal and Support Services ~~are~~ is required to file an annual State of California Form 700 "Statement of Economic Interest Disclosure," as required by the Fair Political Practices Commission ("FPPC"). During the course of the year, if there is an event subject to disclosure that could impair the ability of the Treasurer ~~or the Director of Fiscal and Support Services~~ to make impartial decisions, the City Manager will be notified in writing within 10 days of the event.

V. SAFEKEEPING OF SECURITIES

To protect against fraud, embezzlement, or losses caused by collapse of individual securities dealers, all securities owned by the City shall be held in safekeeping by the City's custodial bank or a third party bank trust department, acting as agent for the City under the terms of a custody agreement. This provision will not be applicable for certain investments held as a result of credit agreements entered into by the City. Such custodial bank must be a federal or state association (as defined by Section 5102 of the Financial Code), a trust company or a state or national bank located within this state or with the Federal Reserve Bank of San Francisco or any branch thereof within this state or with any Federal Reserve Bank or with any state or national bank located in any city designated as a reserve city by the Board of Governors of the Federal Reserve System.

All securities will be received and delivered using standard delivery versus payment ("DVP") procedures which ensures that securities are deposited with the third party custodian prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts. Investments in the State Pool or money market mutual funds are undeliverable and are not subject to delivery or third party safekeeping. The Treasurer shall not be responsible for securities delivered to and receipted for by a financial institution until they are withdrawn from the financial institution by the Treasurer.

VI. FINANCIAL REPORTING

The Treasurer shall render a report (the "Report") to the City Council and the City Manager containing detailed information on all securities, investments, and monies of the City. The Report will be submitted on a quarterly basis and be provided to the City Manager and City Council within 30 days following the end of the quarter.

The Report will contain the following information on the funds that are subject to this Investment Policy: 1) the type of investment, name of the issuer, date of maturity, par and cost of each investment, 2) the market value and source of the valuation, 3) a description of the compliance with the statement of investment policy, 4) a statement denoting the City's ability to meet its expenditure requirements for the next six months, and 5) if any City monies are invested in the County Pool, the investment report provided by the County Treasurer pursuant to Government Code Section 53684.

VII. INTERNAL CONTROLS

The Treasurer shall maintain a system of internal investment controls and a segregation of responsibilities of investment functions in order to assure an adequate system of internal control over the investment function. Internal control procedures shall address wire transfer controls, separation of duties, delivery of securities to a third party for custodial safekeeping, and written procedures for placing investment transactions.

VIII. EXTERNAL CONTROLS

The independent City auditor will review and verify the City's investment activity, holdings and compliance with this Investment Policy as part of the City's annual independent audit and submit a report to the City Council relating thereto as part of their annual report on internal controls.

IX. QUALIFIED DEALERS AND INSTITUTIONS

The City shall transact business only with banks, savings and loans, and registered investment securities dealers. The purchase of any investment, other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporation Code, who is a member of the National Association of Securities Dealers, or a member of a federally-regulated securities exchange, a national or state-chartered bank, a federal or state association (as defined by Section 5102 of the Financial Code), or a securities dealer designated as a Primary Government Dealer by the New York Federal Reserve Bank. Regional dealers may also qualify under the Securities and Exchange Commission Rule 15-3-1 (uniform net capital rule).

The Treasurer shall investigate all institutions that wish to do business with the City, in order to determine if they are adequately capitalized, make markets in securities appropriate to the City's needs, and agree to abide by the conditions set forth in this Investment Policy. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must provide a current audited financial statement. Public deposits shall be made in qualified public depositories as established by California Government Code. The purchase of an authorized investment subject to the limitations of this Policy can be purchased directly from issuers in compliance with California Government Code 53603 and 53635.5.

X. COLLATERAL REQUIREMENTS

California Government Code Sections 53652 through 53667 require depositories to post certain types and levels of collateral for public funds above the Federal Deposit Insurance Corporation ("FDIC") insurance amounts. The collateral requirements apply to bank deposits, both active (checking and savings accounts) and inactive (non-negotiable time certificates of deposit).

XI. AUTHORIZED INVESTMENTS

The investments set forth in this section are authorized investments pursuant to Section 53601 of the Government Code and are authorized investments for the City subject, however, to the prohibitions set forth in Section XII of this Investment Policy.

1. City Issued Debt: Bonds issued by the City, or the Norco Redevelopment Agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the City or by a department, board, agency, or authority of the City.
2. United States Treasury Securities: United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
3. State of California or Municipal Debt: Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
4. United States Government Agency Securities: Obligations issued by banks for cooperatives, federal land banks, federal intermediate credit banks, federal home loan banks, the Federal Home Loan Bank Board, the Tennessee Valley Authority, or in obligations, participation, or other instruments of, or issued by, or fully guaranteed as to principal and interest by, the Federal National Mortgage Association; or in guaranteed portions of Small Business Administration notes; or in obligations, participation, or other instruments of, or issued by, a federal agency or a United States government-sponsored enterprise.
5. Bankers Acceptances: Bills of exchange or time drafts drawn on and accepted by major commercial banks in California. Purchases of bankers' acceptances may not exceed 180 days maturity or 40 percent of the agency's surplus money that may be invested pursuant to this section. However, no more than 30 percent of the City's surplus funds may be invested in the banker's acceptances of any one commercial bank pursuant to this section.

6. Commercial Paper: Commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating as provided for by Moody's Investors Service, Inc., or Standard and Poor's Corporation. Eligible paper is further limited to issuing corporations that are organized and operating within the United States and having total assets in excess of \$500,000,000 and having an "A" or higher rating for the issuer's debt, other than commercial paper, if any, as provided for by Moody's Investors Service, Inc., or Standard and Poor's Corporation.

Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than 10 percent of the outstanding paper of an issuing corporation. Purchases of commercial paper may not exceed 25 percent of the agency's' surplus money that may be invested pursuant to this section and must be of the highest rating (A-1 or P-1) as rated by Moody's or Standard and Poor's Investors Service.

7. Negotiable Certificates of Deposit: Negotiable certificates of deposits issued by a U.S. national or state-chartered bank or a state or federal association (as defined by Section 5102 of the Financial Code) or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the City's surplus money that may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposits do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. **Investments in negotiable certificates of deposits shall include investments made under the Certificate of Deposit Account Registry Service (CDARS) Program as approved by State law.**

8. Medium Term Notes: Medium-term notes of a maximum of five years maturity issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of "A" or its equivalent or better by a nationally recognized rating service. Purchases of medium-term notes may not exceed 30 percent of the City's surplus money that may be invested pursuant to this section.

9. Money Market Mutual Funds: Shares of beneficial interest issued by diversified management companies investing in the securities and obligations as authorized by Government Code Section 53601 subdivisions (a) to (j) or (m) or (n), and that comply with the investment restrictions of Government Code Section 53600 and Section 53630. To be eligible for investment pursuant to this subdivision, these companies must carry the highest ranking or the highest letter and numerical rating provided by not less than two of the three largest nationally recognized rating services.

The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include any commission that these companies may charge and shall not exceed 20 percent of the City's surplus money that may be invested pursuant to this section. However, no more than 10 percent of the City's funds may be invested in shares of beneficial interest of any one mutual fund.

10. Receivable-Backed Securities: Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five years maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by a nationally recognized rating service and rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service. Purchase of securities authorized by this subdivision may not exceed 20 percent of the City's surplus money that may be invested pursuant to this section

11. Repurchase Agreements: Investments in repurchase agreements of any securities authorized by this section, so long as the agreements are subject to this subdivision, including, the delivery requirements specified in this section.

Investments in repurchase agreements may be made, on any investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlay a repurchase agreement must be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly.

- A. "Repurchase agreement" means a purchase of securities by the City pursuant to an agreement by which the counter-party seller will repurchase the securities on or before a specified date and for a specified amount and the counter-party will deliver the underlying securities to the City by book entry, physical delivery, or by third party custodial agreement. The transfer of underlying securities to the counter-party bank's customer book-entry account may be used for book-entry delivery.

- B. "Securities," for purpose of repurchase securities of the same issuer, under this subdivision, means description, issue date, and maturity.

- C. Repurchase agreements shall only be made with primary dealers of the Federal Reserve Bank of New York.

12. Local Agency Investment Fund: The City may invest in the Local Agency Investment Fund (LAIF) established by the State Treasurer for the benefit of local agencies up to the maximum permitted by state law.
13. Riverside County Investment Fund: The City may invest in the Riverside County Investment Pool established by the County Treasurer for the benefit of cities.

XII. INVESTMENT RESTRICTIONS AND PROHIBITED TRANSACTIONS

The following types of transactions are restricted or prohibited:

1. Reverse Repurchase Agreements, as defined by California Government Code Sections 53601(5)(c) and 53635(i) or otherwise are prohibited.
2. Instruments known as "Structured Notes" (e.g. inverse floaters, leveraged floaters, structured certificates of deposit, equity-linked securities) and "Derivatives" (e.g. options, futures, swaps, caps, floors, collars) are prohibited. For the purpose of identifying ineligible securities, the definition of prohibited Structured Notes and Derivatives includes all floating-rate, adjustable-rate or variable-rate securities in which a change in interest rates or other variables that can reasonably be foreseen to occur during their term would result in their market value not returning to par at the time of each interest rate adjustment as defined by California Government Code Section 53601.6.

Simple "floating rate notes," whose periodic coupon adjustment is based on a short-term (one-year or less) rate index (such as Treasury bills, federal funds, prime rate of LIBOR) and which have a reasonable expectation of maintaining a value of par at each interest rate adjustment through final maturity, are considered an eligible investment. Eligible floating rate notes (U.S. Government Agencies, Certificates of Deposit, Medium-Term Notes, etc.), must meet all quality, maturity and percent limitations assigned to their respective security category.

Callable securities, which otherwise meet the quality, maturity and percent limitations assigned to their respective security category, are considered to be an acceptable investment. U.S. Treasury zero-coupon bonds, U.S. Treasury strips and Resolution Funding Corporation (REFCORP) strips are considered to be an acceptable investment. No investment prohibited by California Government Code Sections 53601.6 or 53631.5 shall be permitted herein.

3. The average maturity of all instruments, on a dollar-weighted basis, will not exceed 365 days.

4. The maximum maturity of any portfolio instrument will be 5 years or less. The maturity of a variable-rate security may be considered to be its next interest rate reset date, if there is a reasonable expectation that the security will maintain an approximate value of par upon each adjustment of the security's interest rate at any time until final maturity.
5. All investments will be U.S. dollar denominated.
6. Any investment transactions, credit risk criterion, or market valuation that are not in compliance with this Investment Policy must be documented and approved by the Treasurer in writing. Thereafter, action shall be taken by the Treasurer to advise the City Manager.
7. Securities that are downgraded below the minimum acceptable rating levels must be reviewed for possible sale within a reasonable amount of time.

It is acknowledged that investment pools in which the City invests may invest funds in any of the securities set forth in Government Coded Section 53601.

XIII. POLICY REVIEW

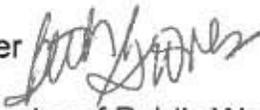
This Investment Policy shall be reviewed at least annually by the Treasurer, ~~Director of Fiscal and Support Services~~, City Manager and City Council to ensure its consistency with the overall objectives of preservation of principal, liquidity, and return, and its relevance to current law, financial and economic trends, and to meet the needs of the City. The Investment Policy shall be presented to and annually reviewed and approved by the City Council in an open session.

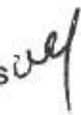
XIV. LEGISLATIVE CHANGES

Any State of California legislative action that further restricts allowable maturities, investment type or percentage allocations will, upon effectiveness, be incorporated into the City's Investment Policy Statement and supersede any and all previous applicable language.

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: April 6, 2011

SUBJECT: Approval to Increase the Contract Amount for the Rehabilitation of Well No. 13

RECOMMENDATION: Approve an increase in the contract amount with Layne Christensen Company in the amount of \$11,500 for the rehabilitation of Well No. 13.

SUMMARY: Well No. 13 is a critical component of the city's water distribution system, annually producing approximately 35 percent of the city's groundwater. The well extracts water from the Temescal Basin and discharges 1,200 gallons per minute or 1.7 million gallons per day per day into our Treatment Plant for removal of iron, manganese and arsenic. As additional work is required to bring Well No. 13 back to full operation, staff is requesting an additional \$11,500 to complete the rehabilitation of Well No. 13.

BACKGROUND/ANALYSIS: At its meeting held on November 3, 2010, the City Council approved an expenditure in an amount not-to-exceed \$66,000 for emergency repairs to rehabilitate Well No. 13. Layne Christensen Company was contracted to pull the pump and evaluate its condition, during the investigation it was determined the tube, column and shaft had separated and required replacement. Staff authorized Layne Christensen to pull the remaining portion of the pump shaft and impeller section to conduct a thorough inspect of the entire pump equipment. Initially the impellers were thought to be in satisfactory condition, and may be reconditioned or rebuilt. Once the bowl assembly was disassembled it was determined the pumping equipment required full replacement.

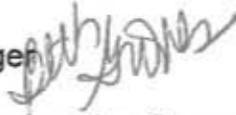
Staff is requesting the City Council consider approving an additional \$11,500 for costs associated with the Well No. 13 bowl/pump assembly including all labor and materials.

FINANCIAL IMPACT: In order to fund the rehabilitation of Well No. 13, it will be necessary to utilize approved Water Capital Improvement Program Funds (144). The contractor's final invoice of \$11,500.00 includes new equipment and labor.

/wrt-78163

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Bill Wilkman, Historic Preservation Consultant

DATE: April 6, 2011

SUBJECT: Approval of an Application for a Certified Local Government Grant

RECOMMENDATION: Authorize staff to submit a grant application to the State of California for \$12,000 to fund the completion of Norco's Historic Context Statement and develop a Mills Act Program.

SUMMARY: As a historic preservation Certified Local Government the City qualifies for annual grants to implement its preservation program. Grant applications for the 2011-2012 grant cycle are due at the end of April. The City is currently implementing a CLG grant awarded last year cycle to document the City's history and resources through 1945. The City Manager and Historic Preservation Consultant believe the next grant application should fund the completion of the City's historic context statement through 1966. Another requirement of CLGs is the development of incentives to encourage the historic designation of eligible properties. The Mills Act program is the most significant incentive program available to owners of historic properties. It reduces an owner's property taxes, subject to the requirement that the owner spend the savings on the maintenance and improvement of the historic property. Under the grant application, a Mills Act program would be developed for consideration by the City Council.

BACKGROUND/ANALYSIS: In the fall of 2009, the City of Norco became the State of California's 57th Certified Local Government. To retain its CLG status, the City is obligated to systematically survey its historic resources and document its historic context. In 2010, the City was awarded a grant of \$24,900 to prepare a historic context statement and survey resources dating through 1945. Work on this project is now well underway. Applications for CLG grants for the 2011-2012 grant cycle are due at the end of April. Earlier thinking was that the City should incrementally survey groups of resources and document the related history until all resources and historic documentation was complete through 1966. Our experience with the current survey suggests a better plan would be to complete the City's historic context statement through 1966. With this information, it will be possible to make more informed decisions as to what resources to survey in upcoming years.

CLGs are also required to offer to owners of historic properties, incentives for historic designation. The Mills Act program is one of the most significant tool available for this

purpose. Through established formulas, it allows a property owner to pay lower property taxes, subject to the stipulation that the owner spend the savings on the maintenance and restoration of the historic property. This program is widely used by local governments in California. The proposal is to use some of the funds from this grant to develop a Mills Act program for Norco. The program would be subject to City Council review, with no obligation to implement it.

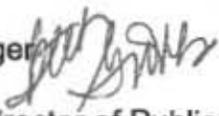
CLG grants are federal moneys managed by the State Office of Historic Preservation. Grants are calculated using a formula in which the City is obligated to contribute 40% of the overall grant value in the form of cash or in-kind services. We recommend the City apply for a \$12,000 grant. Using the CLG grant formula, the total grant amount would be \$20,000, with the City contributing \$8,000 in cash and/or in-kind services. The City can meet its matching share via moneys paid to its Historic Preservation Consultant, staff time, and volunteer time.

CLG grants are competitive, with more applicants typically applying than there are funds available. Grants are awarded on the basis of a point system tied to the quality of the application. Grant applications are due by the end of April, with the results announced in June. The grant cycle starts on October 1 and runs through September 30 of the following year.

FINANCIAL IMPACT: The City will be obligated to contribute at least \$8,000 in the form of cash and/or in-kind services. This obligation can be met through moneys paid to the City's Historic Resources Consultant, staff time, and volunteer time. Funding for the City's financial obligation is dependent on the status of the Norco Redevelopment Agency, as these funds are appropriated from the Agency budget.

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: April 6, 2011

SUBJECT: Recycled Water Use Agreement between the City of Norco and Western Riverside County Regional Wastewater Authority

RECOMMENDATION: Approve the Recycled Water Use Agreement between the City of Norco and Western Riverside County Regional Wastewater Authority.

SUMMARY: The City of Norco is a member of the Western Riverside County Regional Wastewater Authority (WRCRWA), which jointly exercises powers to own, operate and maintain wastewater conveyance and treatment facilities. The WRCRWA Board of Directors approved a Recycled Water Use Agreement March 24, 2005. The River Road Bridge expansion project is nearing completion, which will allow the City to deliver WRCRWA recycled water into our service area. Staff is in the process of preparing and updating water delivery agreements and regulatory permits.

BACKGROUND/ANALYSIS: The City of Norco is a member agency of the Western Riverside County Regional Wastewater Authority (WRCRWA). The Authority owns and operates a domestic wastewater treatment, disposal and reclamation plant and appurtenant facilities including pipelines and pump stations.

On August 28, 1997, the Authority adopted Resolution No. 97-38 establishing a policy regarding the allocation and use of recycled water produced from the reclaimed wastewater treated at their treatment facilities. In accordance with Resolution No. 97-38 Norco is entitled to take its basic allocation of recycled water and upon written request may be permitted to take deliveries in excess of their allocation if other agencies are not utilizing their basic obligations.

The City of Norco has designed and constructed the pumping facilities and pipeline infrastructure to deliver recycled water into our service area. With the River Road Bridge construction nearing completion, staff has started preliminary work to update our recycled water permit for submittal to California Regional Water Quality Control Board and County of Riverside Health Department for approval.

FINANCIAL IMPACT: N/A

Attachment: Recycled Water Agreement

/wrt-78176

Agenda Item 3.H.

**RECYCLED WATER USE AGREEMENT
BETWEEN
WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
AND THE
CITY OF NORCO**

THIS AGREEMENT is made this 24~~th~~ day of March, 2005, between WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY, a joint powers agency ("the Authority") and the CITY OF NORCO, a public entity ("Norco"). The Authority and Norco are sometimes individually referred to as the "Party" and collectively as the "Parties".

RECITALS

A. The Authority owns and operates a domestic wastewater treatment, disposal and reclamation plant and appurtenant facilities including pipelines and pump stations, commonly known and referred to as "the Authority's Facilities". Norco is a Member Agency of the Authority.

B. On August 28, 1997, the Authority adopted Resolution No. 97-38 establishing a policy regarding the allocation and use of recycled water produced from reclaimed wastewater treated at the Authority's Facilities. It is the purpose of this Agreement to provide for the allocation, delivery and use of such recycled water to Norco at the Authority's Facilities at Norco's sole cost and expense.

C. In accordance with Resolution No. 97-38, Norco is entitled to take its Basic Allocation of recycled water from the Authority's Facilities defined as an amount not to exceed the amount of reclaimable wastewater delivered by Norco to the Authority's Facilities, less any amount consumed during the course of operations of the Authority's Facilities.

AGREEMENT

Based on the foregoing facts, and in consideration of the mutual covenants of the Parties, it is agreed as follows:

1. Definitions. As used in this Agreement, these terms shall have the following meanings:

a. "Recycled Water Use Right" shall mean a right of Norco to take delivery and use, sell or transfer Recycled Water treated at the Authority's Facilities and delivered at the Authority's Facilities' outfall consistent with the Authority's Resolution No. 97-38, and any successor thereto.

b. "Authority Facilities" shall mean the Authority's Wastewater Treatment Plant located at 14634 River Road, Corona, California, and shall include the Wastewater Treatment Plant outfall.

c. "Recycled Water" shall mean the reclaimed wastewater that has been treated at the Authority's Facilities.

2. Amount of Norco Recycled Water Use Right. Consistent with and subject to the Authority's Resolution No. 97-38, and any successor thereto, Norco shall have the right to take delivery of and use Recycled Water from the Authority's Facilities, an amount of reclaimed wastewater treated and produced by the Authority's Facilities as determined by the Authority annually, not to exceed the amount of the reclaimable wastewater delivered by Norco to the Authority's Facilities for treatment less any amount consumed during the course of the operations of the Authority's Facilities. At any time and without notice, the Authority may temporarily suspend delivery of Recycled Water to Norco if the Authority determines, in its sole discretion, that such Recycled Water is necessary for certain emergency uses. Norco shall be responsible for the cost of construction, maintenance and operation of any and all facilities, including pump stations, pipelines, meters and related facilities, deemed necessary by the Authority and Norco in order to take delivery of such Recycled Water from the Authority's Facilities. All such facilities shall be constructed, operated and maintained at Norco's sole cost and expense and the Authority shall have no responsibility for the delivery of Recycled Water beyond the Authority's Facilities.

3. Maintenance of Connection Facilities, Pump Stations and Meters. Norco shall be responsible for the proper operation, maintenance, repair and replacement, including annual meter calibration of the connection facilities, at or near the Authority's Facilities. Norco shall be responsible for all costs associated with the conveyance of the Recycled Water from the Authority's Facilities to Norco and to its users of such Recycled Water. Norco shall promptly provide the Authority with all data and reports on such calibrations, including flow changes and quality. The Authority shall have access at all reasonable times to such metering structures for the monitoring of the both the quality and quantity of the Recycled Water which access shall be for the benefit of the Authority.

4. Delivery, Treatment and Disposal Costs. Norco shall pay to the Authority the general administrative, operation and maintenance costs incurred by the Authority in connection with the delivery of Recycled Water to Norco at the Authority's Facilities, and Norco's connection facilities at the Authority's Facilities. Such costs shall include annual capital costs, replacement charges, if any, attributed to Norco's Recycled Water Use Right, and other periodic costs which may be required to be paid by the Authority. Some of these costs may be due and payable even though no Recycled Water is taken by Norco hereunder.

5. Quality Standards. The quality of Recycled Water provided by the Authority pursuant to this Agreement shall meet the California Regional Water Quality Control Board-Santa Ana Region requirements for discharge to the river as set forth in Order No. R8-2002-0024 (NPDES Permit No. CA8000316) (hereinafter "NPDES Permit"), and any successor or amendments thereto, issued for the Authority (subject to the salt offset provisions in that NPDES

Permit). The water quality of Norco's Recycled Water System shall be the sole responsibility of Norco and shall not cause a violation of the standards established by the Authority and the agencies that regulate the Authority's Facilities, including the Authority's NPDES Permit. Norco shall be responsible for assuring that the Recycled Water is delivered and utilized by it and its users and customers in full compliance with the NPDES Permit, Title 22 of California Code of Regulations, the "Guidelines for Use of Reclaimed Water" by the California Department of Health Services, and all other applicable laws, regulations and ordinances. Norco shall also be responsible for obtaining, at its sole cost and expense, all permits and approvals applicable to its use of Recycled Water, including the sale or transfer of such Recycled Water by Norco to its users and customers.

6. The Use, Sale and Transfer of Norco's Recycled Water Use Right. Norco shall have the right, at its sole cost and expense, to sell or transfer, from time-to-time, the Recycled Water provided under this Agreement to users and customers within its boundaries and service territory; provided, that such sale or transfer by Norco of Recycled Water shall be subject to this Agreement, all applicable laws and regulations, including the Authority's NPDES Permit, and the Authority's Regional Recycled Water Ordinance, and any successor or amendment thereto, regulating the availability and use of Recycled Water from the Authority's Facilities.

7. Norco to Establish Rules and Regulations for Recycled Water Use by Its Users and Customers. As a condition precedent to taking delivery of Recycled Water from the Authority, Norco shall establish by Ordinance and enforce Rules and Regulations for its Recycled Water use by Norco, and its users or customers, governing the design and construction of Recycled Water use facilities and the use of Recycled Water in accordance with the uniform statewide recycling criteria established pursuant to Water Code, Section 13521. Use of Recycled Water by Norco, and its customers or users, shall be consistent with Norco's Rules and Regulations for Recycled Water use. Norco's Rules and Regulations for Recycled Water use shall also be consistent and compliant with the Authority's Regional Recycled Water Ordinance regulating the availability and use of Recycled Water from the Authority's Facilities. Norco's Rules and Regulations for Recycled Water use shall be subject to the review of the Authority, the State of California Department of Health Services and the California Regional Water Quality Control Board-Santa Ana Region.

8. Norco's Storage, Delivery or Use of Recycled Water Shall Not Cause Pollution or Nuisance. The storage, delivery, or use of Recycled Water shall not individually or collectively, directly or indirectly, result in a pollution or nuisance, or adversely affect water quality, as defined in the California Water Code. The use of Recycled Water shall be in conformance with the wastewater recycling plan specified in the California Regional Water Quality Control Board-Santa Ana Region Basin Plan (Table 5-7).

9. Reports to be Provided by Norco. Prior to delivering Recycled Water to any user or customer, and prior to any use by Norco of such Recycled Water, Norco shall submit to the Authority for delivery to the California Regional Water Quality Control Board-Santa Ana Region, the California Department of Health Services and the County of Riverside Health Department, a report containing the following information for review and approval:

- a. The average number of persons estimated to be served at each use site area on a daily basis;
- b. The specific boundaries of the proposed use site area including a map showing the location of each facility, drinking water fountain, and impoundment to be used;
- c. The person or persons responsible for operation of the Recycled Water system at each use area;
- d. The specific use to be made of the Recycled Water at each use area;
- e. The methods to be used to assure that the installation and operation of the Recycled Water system will not result in cross connections between the Recycled Water and potable water systems. This shall include a description of the pressure, dye or other test methods to be used to test the system;
- f. Plans and specifications which include the following:
 - (i) Proposed system to be used;
 - (ii) Pipe location of both the recycled and potable systems;
 - (iii) Pipe and location of the outlets and plumbing fixtures that would be accessible to the public;
 - (iv) The methods and devices to be used to prevent backflow of the Recycled Water into the potable water system; and
 - (v) Plan notes relating to specific installation and use requirements.

10. On-Site Supervisor. Norco shall provide, cause to be provided or caused to be required an on-site supervisor responsible for the operation of the Recycled Water distribution system. Such on-site supervisor shall also be designated by Norco's users or customers. The supervisor shall be responsible for enforcing Norco's Rules and Regulations for Recycled Water use, prevention of potential hazards, the installation, operation and maintenance of the distribution system, maintenance of the distribution and irrigation system plans in "as-built" form, and for the distribution of Recycled Water in accordance with this Agreement, the Authority's Regional Recycled Water Ordinance, the NPDES Permit, and all applicable laws and regulations.

11. Option to Obtain Surplus Reclaimed Wastewater. To the extent permitted under Resolution No. 97-38, and any successor thereto, and subject to the availability of reclaimed wastewater and the commitments and obligations of the Authority, including in-plant uses, and subject further to each of the Authority's Member Agencies' rights to their respective Basic Allocation as provided for in said Resolution, Norco may be permitted by the Authority from

time-to-time to temporarily take delivery, on an interruptible basis, of Recycled Water in excess of the net amount of reclaimable wastewater delivered by Norco to the Authority's Facilities. The delivery of such surplus Recycled Water must first be approved by the Authority in writing.

12. Indemnification. Norco agrees to fully indemnify, defend and save harmless the Authority, its directors, officers, officials, employees and agents, from and against any and all claims, demands, lawsuits, liabilities, fines, costs (including attorneys' and experts' fees), and/or damages arising from, pertaining to, or occasioned by its acceptance and use of the Recycled Water delivered in accordance with this Agreement or any violation or breach of this Agreement, the Authority's Regional Recycled Water Ordinance or the NPDES Permit referenced above. Norco's obligation to indemnify the Authority shall survive the termination of this Agreement.

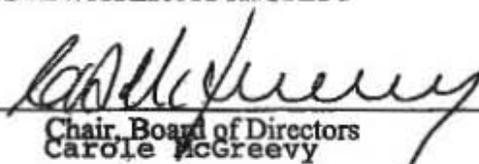
13. Assignment. This Agreement shall not be assigned by Norco without the written consent of the Authority. However, this provision shall not limit the right of Norco to sell or transfer Recycled Water it obtains from the Authority under this Agreement as provided in Section 6 above.

14. Default and Summary Remedy. A failure of Norco to comply with the terms and conditions of this Agreement, the Authority's Regional Recycled Water Ordinance, any permit, the NPDES Permit, and any laws and regulations governing the use of Recycled Water shall constitute a material breach, default and violation of this Agreement and the Authority's Regional Recycled Water Ordinance. Upon the occurrence of such a breach, default or violation, the Authority, by and through its Administrator, shall deliver a ten (10) day Notice of Violation to Norco and Norco shall have ten (10) days to cure and correct the breach, default or violation. A failure by Norco to correct or cure the breach, default or violation within the ten (10) day period shall result in an immediate and automatic termination of Norco's right to take Recycled Water from the Authority's Facilities, and a physical disconnection shall be effected by the Authority at the Authority's Facilities. In the event of any litigation or arbitration between the Parties to enforce any of the provisions of this Agreement or any right of any Party hereto, the prevailing Party in such litigation or arbitration shall be entitled to recover all of its costs and expenses, including reasonable attorneys' fees, incurred therein by the prevailing Party.

IN WITNESS WHEREOF, the Parties have executed this Agreement to be effective on the date first above written.

WESTERN RIVERSIDE COUNTY REGIONAL
WASTEWATER AUTHORITY

Dated: 3-24-05

By 
Chair, Board of Directors
Carole McGreevy

CITY OF NORCO

Dated: _____

By _____
Mayor

ATTEST:

City Clerk

NOTICE OF EXEMPTION

TO: COUNTY CLERK
COUNTY OF SAN BERNARDINO
222 West Hospitality Lane
San Bernardino, CA 92415-0022

COUNTY CLERK
COUNTY OF RIVERSIDE
Post Office Box 751
Riverside, CA 92502-0751

COUNTY CLERK
COUNTY OF ORANGE
Post Office Box 1379
Santa Ana, CA 92702-1379

FROM: WESTERN RIVERSIDE COUNTY
REGIONAL WASTEWATER
AUTHORITY
c/o Western Municipal Water
District
450 Alessandro Boulevard
Riverside, California 92508

PROJECT TITLE: Adoption by the Western Riverside County Regional Wastewater Authority (the "Authority") of a Regional Recycled Water Ordinance regulating the availability and use of recycled water from the Regional Wastewater Treatment Plant and the approval of a Recycled Water Use Agreement between Western Riverside County Regional Wastewater Authority and the City of Norco permitting the City of Norco to take reclaimed treated wastewater from the Authority's existing outfall facilities to be used as recycled water in accordance with federal and state law, the Authority's Ordinance and the Agreement between the Authority and the City of Norco.

LOCATION: The Authority's Wastewater Treatment Plant facilities are located at 14634 River Road, Corona, California including the Wastewater Treatment Plant outfall.

DESCRIPTION OF PROJECT: The Authority currently discharges approximately 3.2 million gallons per day (mgd) of reclaimed treated wastewater at its outfall facilities at the above-referenced location which in turn discharges to the Santa Ana River. However, because of the low flows of the Authority's discharges, no wetlands or other habitat has been created by its discharges and the Authority's discharges at the outfall facilities are an insignificant or de minimis source of water for the River. The diversion of such discharges for recycled water use by the City of Norco cannot possibly have any significant affect on the environment. On the other hand, the benefits provided to the City of Norco in taking the Authority's reclaimed treated wastewater and utilizing it as recycled water are great as a matter of public policy. Therefore, the Authority finds that the common sense exception under 14 Cal. Code Regs., Sec. 15061(b)(3) is applicable. In addition, the City of Norco is acting as the lead agency in connection with its construction of recycled water pumping facilities and pipeline for purposes of taking the reclaimed wastewater from the Authority's outfall facilities for use at the City of Norco.

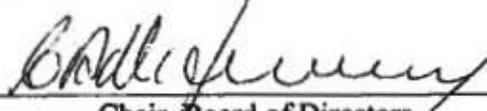
Since the project is exempt, no notice is required, nor is a hearing or opportunity to be heard required, and no findings are required pursuant to 14 California Code of Regulations, Sections 15061-15062.

CONTACT PERSON: Jeffrey L. Minkler, Administrator
Western Riverside County Regional Wastewater Authority
450 Alessandro Boulevard,
Riverside, California 92508
951-789-5015

WESTERN RIVERSIDE COUNTY REGIONAL
WASTEWATER AUTHORITY

Date: 3-24-05

By: _____


Chair, Board of Directors
Carole McGreevy

REGIONAL RECYCLED WATER ORDINANCE

ORDINANCE NO. 2005-OR7

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE
WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY
REGULATING THE AVAILABILITY AND USE OF RECYCLED WATER
FROM THE REGIONAL WASTEWATER TREATMENT PLANT

BE IT ORDAINED By the Board of Directors of the Western Riverside County Regional
Wastewater Authority as follows:

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SECTION 1 - INTRODUCTION

1.1 - AUTHORIZATION

This Ordinance is enacted by Western Riverside County Regional Wastewater Authority ("the Authority") pursuant to the authorization of the Exercise of Joint Powers Act, the Municipal Water District Act of 1911, California Water Code Section 71000 et. seq. as amended, and the Recycled Water Act of 1991, California Water Code, commencing with Section 13575 as these documents now exist and as they may be amended or replaced from time to time.

1.2 - PURPOSE AND SHORT TITLE

The purpose of this Ordinance is to promote the conservation of all water resources and to provide for the maximum public benefit from the use of recycled water supplies made available from the wastewater treatment facilities owned and operated by the Authority. The use of recycled water will be encouraged and provided for uses including, but not limited to, landscape irrigation, commercial and/or industrial process, construction, wildlife habitat, recreational impoundment, agriculture, and any additional uses permitted under Title 22, Division 4, Chapter 3, Water Recycling Criteria, Section 60301 et. seq., of the California Code of Regulations.

This Ordinance shall be known as the Regional Recycled Water Ordinance and may be cited as such.

1.3 - INTENT

The Ordinance is intended to incorporate retail utility requirements as approved and adopted by Member Agencies, water districts, and other local agencies. This Ordinance shall also provide for the establishment of certain rules, requirements, and responsibilities under which recycled water service is provided and shall supplement local municipal requirements and standards. The use of the Authority's recycled water supplies made available from the Authority's wastewater treatment facilities is also subject to the Authority's Ordinance No. 97-OR5, and any amendments or successors thereto, to the extent applicable, the Authority's agreement with the Member Agency for the use of Authority's Recycled Water, the Authority's National Pollution Discharge Elimination System ("NPDES") permit, and all other applicable laws and regulations.

1.4 - EXTENSION OF MASTER RECLAMATION PERMIT AUTHORITY

Section 13523.1 of the California Water Code states that a recycled water supplier or distributor may be issued either waste discharge requirements or a master reclamation permit. The Authority is a supplier of recycled water as a result of the operation of the wastewater treatment plant owned and operated under the terms of the Authority's Joint Exercise of Power Agreement. The Authority's NPDES permit also serves as a master

reclamation permit. The Member Agencies shall enjoy all of the privileges and responsibilities of the master reclamation permittee. Accordingly, each Member Agency authorized by the Authority to use the Authority's Recycled Water shall be responsible for compliance with the terms and conditions of the Authority's NPDES permit and shall indemnify and hold the Authority harmless for any damages, claims, administrative complaints, lawsuits, attorneys' fees and costs, fines, penalties, and/or assessments arising from a violation of said permit, this Ordinance, the Authority's Ordinance No. 97-OR5, and any successor thereto, by the Member Agency, or from the use of the Authority's recycled water supplies by the Member Agency.

1.5 - EXECUTIVE COMMITTEE

Except as otherwise provided herein, the Executive Committee appointed by the Board of Directors of the Authority shall administer, implement, and enforce the provisions of this Ordinance. The Executive Committee may at its discretion delegate any or all of these powers and duties.

1.6 - DEFINITION OF TERMS

- (A) Authority's Facilities - Shall mean the Authority's wastewater treatment facilities located at 14634 River Road, Corona, California.
- (B) Authorized Representative - Shall mean a person, group, firm, partnership, corporation, association, or city or public agency that, pursuant to written permission from the owner of a property, has the responsibility for establishing recycled water service for a given property.
- (C) Board Of Directors - Shall mean the Board of Directors of the Western Riverside County Regional Wastewater Authority.
- (D) DHS - Shall mean the State of California Department of Health Services.
- (E) Local Recycled Water Distribution System - Shall mean a recycled water distribution system which is owned and/or operated by a Member Agency.
- (F) Member Agency - Shall mean a Public Agency that has become a signatory to the Joint Exercise of Power Agreement and a Member Agency of the Authority.
- (G) NPDES Permit - Shall mean the National Pollution Discharge Elimination System Permit issued by the California Regional Water Quality Control Board-Santa Ana Region to the Authority to regulate the operation of the Authority's Facilities and the quality of Recycled Water produced therefrom, and to provide a master recycling permit.
- (H) Ordinance - Shall mean this Ordinance unless otherwise specified.
- (I) Person - Shall mean any individual or entity including, but not limited to, any person, group, firm, company, partnership, corporation, association, public

corporation, political subdivision, city, county, district, the State of California, the United States of America or any department or agency thereof. The singular in each case shall include the plural.

- (J) **Recycled Water** - Shall mean as defined in Title 22, Division 4, Chapter 3, Water Recycling Criteria, Section 60301 et. seq., of the California Code of Regulations, water which is produced from wastewater treatment at the Authority's wastewater treatment plant meeting the requirements of Section 13050(n) of the Water Code.
- (K) **Recycled Water Use Permit** - Shall mean a document evidencing that an application for connection to a Recycled Water Distribution System has been prepared by a User and examined and approved by the Member Agency and the Authority's staff.
- (L) **Recycled Water Distribution System** - Shall mean the equipment, structures, controls, etc., used in preparation, pumping, transmission, storage, and distribution of recycled water, owned and operated by the Member Agency.
- (M) **Service** - Shall mean the delivery of recycled water.
- (N) **Service Connection** - Shall mean the Authority's Facilities or the Member Agency's facilities, including but not limited to a service valve, a meter box, a meter, and piping between the Authority's Facilities and the Member Agency's Recycled Water Distribution System.
- (O) **User** - Shall mean any person, group, firm, partnership, corporation, association, or city or public agency that obtains Recycled Water from the Authority's wastewater treatment plant by and through a Member Agency of the Authority.

1.7 - SEVERABILITY

If any section, subsection, sentence, clause, or phrase of these rules, regulations, or requirements is for any reason found to be invalid or unconstitutional, such decision shall not affect the remaining portions of this Ordinance. The Board of Directors declare that it would have approved these rules, regulations, and requirements individually by section, subsection, sentence, clause, or phrase irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases may be declared invalid or unconstitutional.

1.8 - RECYCLED WATER SERVICE AREA

This Ordinance shall pertain to the implementation and on-going operation of the Recycled Water Distribution System within the legal boundaries of the Authority's service area, unless otherwise stated. With the approval of the Board of Directors, Recycled Water service shall also extend to lands, uses, and/or improvements lying

outside the legal boundaries of the Authority's service area to the extent permitted by law.

SECTION 2 - RECYCLED WATER SERVICE

2.1 - GENERAL

This section establishes the process for the use of Recycled Water service from the Authority. A Member Agency, at the Authority's discretion, may be connected directly or indirectly to the Authority's Facilities through conveyance facilities constructed, owned and operated by the Member Agency at the Member Agency's sole cost and expense, within the Authority's service area. Each such connection, direct or indirect, shall meet or exceed all requirements and specifications imposed by the Authority.

The Authority assumes the primary responsibility to assure that recycled water is distributed and utilized in accordance with the provisions of this Ordinance and in compliance with applicable Federal, State, and Local statutes. The Member Agency shall, from the point of connection at the Authority's Facilities to the Member Agency's Recycled Water Distribution System, be responsible for the recycled water quality distributed to and utilized by all Users and subsequent connections, in accordance with the provisions of this Ordinance, and in compliance with applicable Federal, State, and Local statutes.

2.2 - AGREEMENT AND RECYCLED WATER USE PERMIT

The Member Agency shall enter into a Recycled Water Service Agreement with the Authority for Recycled Water service prior to the delivery and use of Recycled Water by the Member Agency.

A Recycled Water Use Permit shall be required by the Member Agency of any of its Users, shall be on file at the Member Agency, and shall be subject to review and inspection at any time by the Authority upon written demand therefor.

The service-area wide design criteria for the on-going development and implementation of the recycled water systems will be regularly scheduled for discussion at the Executive Committee meetings. The design criteria will be incorporated into the Member Agency's Recycled Water Use Permits for its Users.

2.3 - MEMBER AGENCY'S RESPONSIBILITY

A Recycled Water Service Agreement must be made in writing and signed by the Member Agency. By signing the Agreement, the Member Agency agrees to comply with the requirements of any and all applicable Federal, State, and Local statutes, ordinances, regulations, and all other requirements including this Ordinance. The Member Agency, as evidenced by its signature on the Agreement, agrees to comply with this Ordinance and any and all other applicable governing documents. The Member Agency shall follow these same procedures in permitting its Users to take and use the Authority's Recycled Water from the Member Agency.

2.4 - PROTECTION FROM DAMAGE

No Person shall maliciously, willfully, or negligently break, damage, destroy, impair the usefulness of, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of the Recycled Water Distribution System. Similarly, no Person shall maliciously willfully, or negligently break, damage, destroy, impair the usefulness of, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of either on-site Facilities or off-site Facilities that could prevent the full function of the Recycled Water Distribution System.

2.5 - WATER RECYCLING REQUIREMENTS

- 2.5.1 The Member Agency and its Users shall be responsible for assuring that Recycled Water is delivered and utilized in conformance with this Ordinance, the Authority's NPDES permit, including any amendment thereto, the recycling criteria contained in Title 22, Division 4, Chapter 3, Sections 60301 through 60355 of the California Code of Regulations, the "Guidelines for Use of Reclaimed Water" by the California Department of Health Services, the Permit, and the Recycled Water Service Agreement, all of which are incorporated herein by this reference. The Member Agency and its Users shall conduct periodic inspections of the facilities of the recycled water Users to monitor compliance by the Users with this Ordinance.
- 2.5.2 The Member Agency shall establish by ordinance and enforce Rules and Regulations for its recycled water Users, governing the design and construction of Recycled Water Use facilities and use of Recycled Water in accordance with the uniform statewide recycling criteria established pursuant to Section 13521 of the Water Code. Use of Recycled Water by the Member Agency or its Users shall be consistent and compliant with this Ordinance, the Recycled Water Service Agreement, and with the Member Agency's Rules and Regulations for Recycled Water Use. Any revisions to the Rules and Regulations for Recycled Water Use shall be subject to the review of the Authority, the California Regional Water Quality Control Board-Santa Ana Region, the California Department of Health Services, and any other applicable regulatory agency or department.
- 2.5.3 The Member Agency and its Users shall, within sixty (60) days of the adoption of this Ordinance, review and update as necessary its program to conduct compliance inspections of their Recycled Water use sites. Inspection shall determine the status of compliance with the Member Agency's Rules and Regulations for Recycled Water Use.
- 2.5.4 The storage, delivery, or use of Recycled Water shall not individually or collectively, directly or indirectly, result in a pollution or nuisance, or adversely affect water quality, as defined in the California Water Code. .

- 2.5.5 Prior to delivering Recycled Water to any User, the Member Agency and User shall submit to the Authority for forwarding to the California Regional Water Quality Control Board-Santa Ana Region, the California Department of Health Services and the County Health Department, a report containing the following information for review and approval:
- a. The average number of persons estimated to be served at each use site on a daily basis
 - b. The specific boundaries of the proposed use site including a map showing the location of each facility, drinking water fountain, and impoundment to be used.
 - c. The person or persons responsible for operation of the recycled water system at each use area.
 - d. The specific use to be made of the recycled water at each use area.
 - e. The methods to be used to assure that the installation and operation of the recycled system will not result in cross-connections between the Recycled Water and potable water systems. This shall include a description of the pressure, dye or other test methods to be used to test the system.
 - f. Plans and specifications which include the following:
 - (i.) Proposed system to be used.
 - (ii.) Pipe locations of both the recycled and potable systems.
 - (iii.) Type and location of the outlet and plumbing fixtures that will be accessible to the public.
 - (iv.) The methods and devices to be used to prevent backflow of recycled water into the potable water system.
 - (v.) Plan notes relating to specific installation and use requirements.
- 2.5.6 The Member Agency and its User shall designate an on-site supervisor responsible for the operation of the recycled water distribution system. The supervisor(s) shall be responsible for enforcing this Ordinance, the Authority's NPDES permit and any amendment thereto, the Member Agency's Rules and Regulations for Recycled Water Use, prevention of potential hazards, the installation, operation and maintenance of the distribution systems, maintenance of the distribution and irrigation system plans in "as-built" form, and for the

distribution of recycled wastewater in accordance with this Ordinance, the Authority's NPDES permit, the Member Agency's Rules and Regulations for Recycled Water Use, and any other applicable law, regulation and agreement.

- 2.5.7 Whenever Recycled Water is supplied to a Member Agency, the Member Agency shall record and report to the Authority monthly by the 20th day of the following month the volume of Recycled Water, the User of the Recycled Water, the location of those sites including the names of the Groundwater Management Zones underlying the Recycled Water use site, the type of use (e.g. irrigation, industrial, etc.), and the dates on which the water is supplied. Additionally, whenever Recycled Water supplied to a Member Agency is used to recharge groundwater, the total inorganic nitrogen concentration and the volume of recycled water recharged shall be monitored and reported monthly to the Authority by the Member Agency.

SECTION 3 - RATES

3.1 - RECYCLED WATER USE CHARGE

The rate for a unit of recycled water will be set annually by resolution of the Board of Directors. Said recycled water rate shall be based on the actual costs of operation of the Authority's Facilities, and any associated administrative expenses, and anticipated costs for the next fiscal year. Member Agencies shall be charged for recycled water, if at all, in accordance with the Authority's Resolution No. 97-38, and any successor thereto.

SECTION 4 - ON-SITE CONTROLS

4.1 - IMPLEMENTATION

To protect the health of the public and any (potential) employees of the Member Agency and its Users, the DHS has promulgated guidelines and regulations, which shall be complied with by the Member Agency and its Users. The minimum necessary on-site controls are contained in Title 22, Division 4, Chapter 3, Water Recycling Criteria, Sections 60301 et. seq., and Title 17, both of the California Code of Regulations, and in the County Public Health Code.

4.2 - STATE/LOCAL REGULATIONS

Recycled water system on-site controls shall meet all of the requirements established by the Authority and the applicable State and Local regulatory agencies to protect the public health. Plans and specifications for all proposed recycled water operations, distribution, and on-site systems shall be submitted to the applicable State and Local health agencies for review and approvals before the systems are constructed.

4.3 - OPERATIONAL CONTROLS

The operational controls for the use of recycled water shall be appropriate for the beneficial use as approved in the Recycled Water Use Permit.

4.4 - IDENTIFICATIONS

- (A) All recycled water valves, outlets, quick couplers, and sprinkler heads shall be of a type, or secured in a manner that only permits operation by personnel authorized by the Member Agency and its Users.
- (B) All recycled water valves and outlets shall be appropriately tagged to warn the public and employees that the water is not intended nor allowed for drinking.
- (C) All piping, valves, and outlets shall be color-coded or otherwise marked to differentiate recycled water from non-recycled water facilities.
- (D) Hose bibs shall not be used in the recycled water system. Quick couplers or comparable connection devices shall be used instead.

4.5 - POSTING OF ON-SITE NOTIFICATIONS

Adequate means of notification shall be provided to inform the public, employees, and others that recycled water is being used. Such notification shall include the posting of conspicuous Recycled Water information signage, with proper wording of sufficient size to be clearly read, which shall be posted at adequate intervals around the use area. In

some areas, especially at crop irrigation use areas, the Recycled Water information signs shall be in primary language of the workers, e.g., Spanish, as well as English. Signs and means of notification shall be in compliance with DHS regulations.

Signs shall be placed around the perimeter of the site and at such other locations on-site as deemed appropriate by the Member Agency during the Recycled Water Use Permit application review.

4.6 - CROSS-CONNECTION PREVENTION

The Member Agency and its Users are responsible for following their Potable Water Purveyor's rules, regulations and/or ordinance regarding cross connection prevention.

SECTION 5 - ENFORCEMENT AND TERMINATION OF SERVICE

5.1 - PUBLIC NUISANCE

Discharge of wastes or the use of Recycled Water in any manner in violation of this Ordinance, or a breach, default or violation of the related Recycled Water Use Agreement and/or any related permit issued under this Ordinance is hereby declared a public nuisance and shall be corrected or abated upon the issuance of the ten (10) day notice of violation referenced below. Any person creating a public nuisance is guilty of a misdemeanor and subject to a fine levied by the Authority in an amount not exceeding \$1,000.00 per each day that such public nuisance or violation continues unabated after a Notice of Violation has been issued by the Authority.

5.2 - NOTICE AND TERMINATION

A failure of a Member Agency or any of its Users to comply with this Ordinance and any related Recycled Water Use Agreement and permit issued by the Authority to a Member Agency or any agreement or permit issued by Member Agency to any of its Users and any violation of this Ordinance, the NPDES permit, and any laws and regulations governing the use of Recycled Water shall constitute a public nuisance and a material violation of this Ordinance and a material default and breach of the related Recycled Water Use Agreement and/or permit. Upon the occurrence of such a breach, default or violation, the Authority, by and through its Administrator, shall deliver a ten (10) day Notice of Violation to a Member Agency, and if necessary, its User causing such breach, default or violation, and Member Agency and its User(s) shall have ten (10) days to cure and correct the default, breach or violation. A failure by Member Agency and its User(s) to correct or cure the default, breach or violation with that ten (10) day period shall result in an immediate and automatic termination of Member Agency's right to take Recycled Water from the Authority's Facilities and a physical disconnection shall be affected by the Authority at the Authority's Facilities with no further notice. In the event of any litigation or arbitration between the parties to enforce any of the provisions of this Ordinance, and any related Recycled Water Use Agreement and/or permit or any right of any party under this Ordinance, the prevailing party in such litigation or arbitration shall be entitled to recover all of its costs and expenses, including reasonable attorneys' fees, incurred therein by the prevailing party.

5.3 - NONCOMPLIANCE AND DAMAGE COSTS

In the event of any default, breach or violation of this Ordinance, and any related Recycled Water Use Agreement, and/or permit or the Authority's NPDES permit shall entitle the Authority to recover its costs incurred in processing Notices of Violation, the performance of sampling, monitoring or laboratory analysis related to any such default, breach and/or violation including any fines, penalties, damages, and attorneys' fees incurred by the Authority in connection with its investigation and prosecution of any such breaches, defaults or violations. Member Agency and/or its Users shall be liable for all

costs, including all damages incurred by the Authority as a result of any breach, default or violation of this Ordinance, the Recycled Water Use Agreement, the related permit, and the NPDES permit issued to the Authority.

5.4 - APPEAL

Any appeal of a Notice of Violation issued by the Authority's Administrator shall be filed in writing with the Authority's Administrator within ten (10) days after the issuance of the Notice of Violation. The Appeal shall contain an itemized and substantiated basis for rescinding the Notice of Violation, and shall include any and all supporting documents. Such an appeal will be considered and heard by the Authority's Executive Committee and that Committee's determination will be final. Upon the filing of such an appeal any further action by the Authority's Administrator shall be stayed until such time as the Executive Committee makes a final decision.

5.5 - INDEMNIFICATION

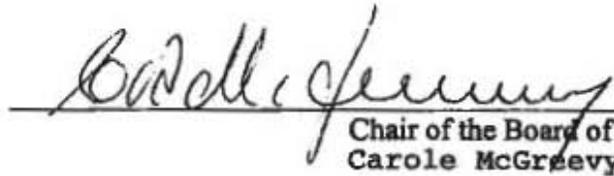
The Member Agencies, and each of them, taking Recycled Water from the Authority's Facilities under this Ordinance shall fully indemnify, defend and save harmless the Authority, its directors, officers, officials, employees and agents, from and against any and all claims, demands, lawsuits, liabilities, fines, costs (including attorneys fees and expert fees), and/or damages arising from, pertaining to, or occasioned by each Member Agency's acceptance and use of the Recycled Water delivered under this Ordinance or any violation or breach of this Ordinance, a related Recycled Water Use Agreement, a related permit or the Authority's NPDES permit referenced above. The Member Agencies' obligations to indemnify the Authority shall survive this Ordinance and any related Recycled Water Use Agreement and permit.

SECTION 6 - EFFECTIVE DATE

The effective date of all provisions of this Ordinance No. 2005-OR7 shall be the date of adoption.

Adopted this 24th day of March, 2005.

Western Riverside County Regional Wastewater Authority


Chair of the Board of Directors
Carole McGreevy

ATTEST:


Secretary of the Board of Directors
Robert Seymour

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager

PREPARED BY: David Gilbertson, Deputy City Engineer 

DATE: April 6, 2011

SUBJECT: Acceptance of the Norco MDP Lateral NB-3 Storm Drain Improvement Project as Complete and the Appropriation of Additional Funds for the Norco MDP Lateral NB-3 Storm Drain Improvement Project

RECOMMENDATION: That the City Council accept the Norco MDP Lateral NB-3 Storm Drain Improvement Project as complete, authorize the City Clerk to file the Notice of Completion with the County Recorder's Office, and adopt **Resolution No. 2011-____**, appropriating additional funds in the amount of \$12,610.50 for the Norco MDP Lateral NB-3 Storm Drain Improvement Project.

SUMMARY: The Norco MDP Lateral NB-3 Storm Drain Improvement Project consisted of the installation of drainage improvements on portions of Corona Avenue, Fourth Street, Temescal Avenue, and Reservoir Drive. The work also included equestrian trail, curb and gutter, and street improvements on Temescal Avenue from Reservoir Drive to Fourth Street, portions of Fourth Street and Corona Avenue approximately 800' south of Fourth Street. The project required change orders totaling \$83,635.47 for various items of work due to utility conflicts, Gas Company conflicts, and additional rehabilitation of the existing pavement on Corona Avenue and Fourth Street.

BACKGROUND/ANALYSIS: On April 21, 2010, the City Council awarded a public works contract to B & A Construction, Inc. in the amount of \$710,249.79 with an additional 10% for change orders for the Norco MDP Lateral NB-3 Storm Drain Improvement Project. The final contract amount is \$793,885.26 which is 12% over the base contract award amount. The final contract amount is based on the actual quantity of material used on the project as verified by staff.

Work on the project has been completed to the satisfaction of the City Engineer and a Notice of Completion has been prepared. Staff is requesting that the City Council accept the work performed by B & A Construction, Inc. and authorize the City Clerk to record the Notice of Completion.

Additional Appropriation for the Norco MDP
Lateral NB-3 Storm Drain Improvement Project

Page 2

April 6, 2011

FINANCIAL IMPACT: The City Council, at its December 2, 2009 meeting, approved a funding agreement with the Riverside County Flood Control and Water Conservation District to provide a funding contribution in the amount of \$699,000 to the City of Norco for the construction on the Norco MDP Lateral NB-3 Storm Drain Improvement Project. At award of bid, City Council appropriated \$85,000 from the Measure "A" Capital Improvement Program Fund to fund street improvements associated with the project.

A resolution has been prepared to appropriate an additional \$12,610.50 for the required extra work from the Measure "A" Capital Improvement Program Fund to the Norco MDP Lateral NB-3 Storm Drain Improvement Project (Project No. 4213-2).

Attachment: Resolution No. 2011-____

/wrt-78182

RESOLUTION NO. 2011-___

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO,
CALIFORNIA TO APPROPRIATE ADDITIONAL FUNDS FOR THE
NORCO MDP LATERAL NB-3 STORM DRAIN IMPROVEMENT
PROJECT**

WHEREAS, the Norco City Council ("Council"), has approved a Capital Improvement Program for the construction of public improvements for the benefit of the Community; and

WHEREAS, the improvements of the Norco MDP Lateral NB-3 Storm Drain Improvement Project will eliminate flooding of the surrounding properties; and

WHEREAS, the improvements of the Norco MDP Lateral NB-3 Storm Drain Improvement Project will reduce the annual costs for cleanup after significant rain events to the surrounding properties; and

WHEREAS, the improvements of the Norco MDP Lateral NB-3 Storm Drain Improvement Project will reduce the annual costs for flood protection to the surrounding properties; and

WHEREAS, funding is available through the Measure "A" Capital Improvement Program Fund.

NOW THEREFORE, BE IT RESOLVED that the amount of \$12,610.50 shall be appropriated from the Measure "A" Capital Improvement Fund to the Norco MDP Lateral NB-3 Storm Drain Improvement Project.

PASSED AND ADOPTED by the City Council at a regular meeting held on April 6, 2011.

Mayor of the City of Norco, California

ATTEST:

Brenda Jacobs, City Clerk
City of Norco, California

Resolution No. 2011-____

Page 2

April 6, 2011

I, BRENDA JACOBS, City Clerk of the City of Norco, 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 April 6, 2011 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

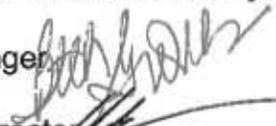
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on April 6, 2011.

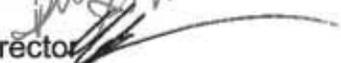
Brenda Jacobs, City Clerk
City of Norco, California

/wrt-78181

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Steve King, Planning Director 

DATE: April 6, 2011

SUBJECT: **Ordinance ___**; Zone Code Amendment 2011-02: A Proposed Ordinance to Amend Title 18 of the Norco Municipal Code (Zoning) to Add Chapter 18.63 Hospitality Development (H-D) Zone.

RECOMMENDATION: Approve Zone Code Amendment 2011-02 with the following motion:

Adopt for First Reading Ordinance ___ Amending the Norco Municipal Code by Adding Chapter 18.63 (Hospitality Development Zone). Zone Code Amendment 2011-02.

SUMMARY: The proposed Hospitality Development (H-D) zone establishes the regulations to guide development at locations in the City where tourist-oriented uses would be encouraged and supported with similarly-oriented uses (e.g. hotels and restaurants).

BACKGROUND: December 8, 2010: the Planning Commission reviewed a draft Commercial Hospitality zone that attempted to list anticipated uses with development standards for uses typically associated with a commercial tourist zone. Instead, the Planning Commission recommended an approach similar to the Preservation and Development (PAD) zone where a specific plan is required before any development could occur. The specific plan establishes the permitted uses and development standards unique to the property in question. On March 9, 2011, after subsequent reviews and revisions, the Planning Commission recommended adoption of the proposed Zone Code Amendment.

ANALYSIS: The intent is to establish a zone that promotes and protects districts oriented to the hospitality needs of tourists, while at the same time providing a greater variety of restaurants and other services available to area residents. The current C-G zone is too broad and allows too many uses not conducive to creating the ambience and synergy needed to make this type of a district successful.

The H-D zone would attract tourists and visitors, increasingly important to the City's economy, in areas conducive to that traffic because of easy freeway access or proximity to a major draw. The zone is intended to encourage the development of integrated facilities in

attractive settings for lodging and lodging-related services in a way that protects public investment in the equestrian and animal-keeping lifestyle of Norco.

With the specific plan requirement the development of zoning standards has been given wide flexibility to accommodate the different settings and scenarios where the zone will ultimately be applied. This will provide the most appropriate mix of land uses and create a harmonious relationship among those uses while protecting the welfare and lifestyle of the community.

The coming Silverlakes Equestrian and Sports Park along with the city's proximity to the Los Angeles/Ontario International Airport and Interstate 15 creates an opportunity for the City to cater to the traveling public. New development in the H-D Zone will provide new sources of revenue towards a stable tax base in the community for years to come. The concept of the H-D zone is to create a critical mass of tourist-related businesses that complement each other, and are attractive to tourists and residents alike (e.g. a hotel center or restaurant row).

Properties where the H-D zone would be appropriate would meet some or all of the following criteria:

- Proximity to the freeway
- Easy access to freeway on- and off-ramps
- Proximity to Silverlakes
- Proximity to Ingalls Equestrian Event Center
- Proximity to other potential tourist draws

No sites are being considered for the new zoning at this time. Once the regulations for the H-D zone have been adopted, staff will be initiating a zone change request for the northwest and southwest corners of Valley View Avenue and Second Street in accordance with discussions of economic development opportunities. Staff is also seeking direction from City Council if it determines that other sites could be appropriate for the new zoning.

Attachments: Ordinance ____
Planning Commission Resolution 2011-18

/sk-78146

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORCO APPROVING AN AMENDMENT TO TITLE 18 OF THE NORCO MUNICIPAL CODE BY ADDING CHAPTER 18.63 (HOSPITALITY DEVELOPMENT ZONE) WITH ANY RELATED CROSS-REFERENCES IN OTHER CHAPTERS AS NEEDED. ZONE CODE AMENDMENT 2011-02

WHEREAS, the CITY OF NORCO initiated Zone Code Amendment 2011-02, an amendment to Norco Municipal Code Title 18 (Zoning Code), adding Chapters 18.63 (Hospitality Development Zone); and

WHEREAS, the Zone Code Amendment was duly submitted to said City's Planning Commission for decision at a public hearing for which proper notice was given; and

WHEREAS, the Zone Code Amendment was scheduled for public hearing on March 9, 2011 on or about 7 p.m. in the Council Chambers at 2820 Clark Avenue, Norco, California 92860; and

WHEREAS, at the time set, the Planning Commission held a public hearing and received both oral and written testimony pertaining to the Zone Code Amendment; and

WHEREAS, the Planning Commission adopted Resolution 2011-18 recommending to the City Council that Zone Code Amendment 2011-02 be approved; and

WHEREAS, the Zone Code Amendment was duly submitted to the City Council for decision at a public hearing for which proper notice was given; and

WHEREAS, the Zone Code Amendment was scheduled for public hearing on April 6, 2011 on or about 7 p.m. in the Council Chambers at 2820 Clark Avenue, Norco, California 92860; and

WHEREAS, at the time set, the City Council held a public hearing and received both oral and written testimony pertaining to the Zone Code Amendment; and

WHEREAS, the City of Norco acting as the Lead Agency has determined that the project is categorically exempt from California Environmental Quality Act (CEQA) and the City of Norco Environmental Guidelines pursuant to Section 3.13.

NOW, THEREFORE, the City Council of the City of Norco does hereby ordain changes as follows:

Chapter 18.63

HOSPITALITY DEVELOPMENT ZONE

Sections:

- 18.63.02 *Intent and Purpose.*
- 18.63.04 *Applicability.*
- 18.63.06 *Uses permitted through approval of a Specific Plan.*
- 18.63.08 *Development Standards.*
- 18.63.10 *Existing Development.*
- 18.63.12 *Specific Plan Requirement.*

18.63.02 Intent and Purpose.

The Hospitality Development Zone is intended to provide for the coordinated development of planned commercial projects oriented to the traveling public (as defined in Section 18.02 of this Chapter) in an orderly and aesthetically pleasing manner that buffers surrounding land uses as needed and preserves the City's equestrian lifestyle. The Zone establishes a more comprehensive review procedure with flexibility in development standards to accommodate the distinct features and opportunities of individual areas and properties. It is intended that areas within the HD Zone are developed in a manner that reflects any unique characteristics of the congruous area upon which the zoning exists by blending the built environment with these characteristics.

18.63.04 Applicability.

The regulations and general rules set forth in this Chapter shall apply in Hospitality Development Zones. The regulations provide for a review of comprehensive development plans and for use and development on existing lots. Where a conflict occurs between the requirements of this chapter and other City requirements, this Chapter shall apply. Any proposed project including, but not limited to, division of land, site plan or any grading wholly or partially within a Hospitality Development Zone shall be subject to the provisions of this Chapter.

18.63.06 Uses permitted through approval of a Specific Plan.

The following category of uses may be permitted upon approval of a Specific Plan.

- (1) *Planned development for tourist commercial uses catering to the travelling public. Activities include, but are not limited to:*
 - a) *Hotels, motels, motor hotels, bed and breakfast inns
(Does not include agricultural, work, or recreational camps)*
 - b) *Full-serve restaurants, themed restaurants, restaurant rows
(Does not include drive-through, or car-serve restaurants)*
- (2) *Planned development for mixed-use commercial/recreational projects.*
- (3) *Planned commercial resort projects.*

A detailed list and description of individually permitted uses and development standards will be established with the adopted Specific Plan pursuant to Chapter 18.52.

18.63.08 Development Standards.

Site development standards not addressed through the adoption of a Specific Plan shall be the same development standards of Chapter 18.29 (C-G ZONE), with the exception that permitted and conditionally-permitted uses in the C-G zone do not apply in the HD zone without approval of a Specific Plan.

18.63.10 Existing Development.

Legal uses, lots, and structures existing prior to the adoption of the HD zone for a property in question, which are not consistent with the standards and requirements of the HD zone, shall be deemed non-conforming and subject to the provisions of Chapter 18.39 (GENERAL PROVISIONS – NON-CONFORMING USES, LOTS, AND STRUCTURES).

18.63.12 Specific Plan Requirement.

To assure that the requirements of this chapter are properly met and the area is comprehensively planned, a Specific Plan as authorized in the California Government Code (commencing with Section 65450) and processed in the manner set forth in Chapter 18.52 (Specific Plan) of this Code must be in effect prior to the approval of any subdivision of land, any grading of property that would require a grading permit, and any construction that would require a building permit, excepting therefrom any work done by the City or other public agency for the protection of public health, safety, or general welfare.

SECTION 2: EFFECTIVE DATE: This Ordinance shall become effective 30 days after final passage thereof.

SECTION 3: SEVERABILITY: If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance. The Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, and phrase, hereof, irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases hereof be declared invalid or unconstitutional.

SECTION 4: POSTING: The Mayor shall sign this Ordinance and the City Clerk shall attest thereto and shall cause the same within 15 days of its passage to be posted at no less than five public places within the City of Norco.

Ordinance No. ____

Page 4

April 6, 2011

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held April 6, 2011.

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 Ordinance was introduced at a regular meeting of the City Council of the City of Norco, California, duly held on April 6, 2011 and thereafter at a regular meeting of said City Council duly held on April 20, 2011, it was duly passed and adopted by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on April 20, 2011.

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

/sk-78152

RESOLUTION NO. 2011-18

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF NORCO RECOMMENDING THAT THE CITY COUNCIL APPROVE ZONE CODE AMENDMENT 2011-02 ADDING CHAPTER 18.63 WITH ANY RELATED CROSS-REFERENCES IN OTHER CHAPTERS AS NEEDED TO ADD THE HOSPITALITY DEVELOPMENT (HD) ZONE. ZONE CODE AMENDMENT 2011-02.

WHEREAS, the CITY OF NORCO initiated Zone Code Amendment 2011-02, an amendment to Norco Municipal Code Title 18 (Zoning Code), adding Chapter 18.63 (Hospitality Development Zone); and

WHEREAS, the Zone Code Amendment was duly submitted to said City's Planning Commission for decision at a public hearing for which proper notice was given; and

WHEREAS, the Zone Code Amendment was scheduled for public hearing on March 9, 2011 on or about 7 p.m. in the Council Chambers at 2820 Clark Avenue, Norco, California 92860; and

WHEREAS, at the time set, the Planning Commission held a public hearing and received both oral and written testimony pertaining to the Zone Code Amendment; and

WHEREAS, the City of Norco acting as the Lead Agency has determined that the project is categorically exempt from California Environmental Quality Act (CEQA) and the City of Norco Environmental Guidelines pursuant to Section 3.13.

NOW, THEREFORE, the Planning Commission of the City of Norco does hereby make the following FINDINGS AND DETERMINATIONS:

I. FINDINGS:

- A. The proposed Zone Code Amendment is consistent with, and not contrary to, the Norco General Plan or the Zoning Code since the project establishes new zoning and regulations.
- B. The project (proposed amendment) has been determined to be exempt from the California Environmental Quality Act and the City of Norco Environmental Guidelines pursuant to Section 3.13.

II. DETERMINATION: NOW THEREFORE, the Planning Commission for the City of Norco assembled March 9, 2011 hereby recommends to the City Council of the City of Norco that Zone Code Amendment 2011-02 be adopted, thereby amending the Norco Municipal Code as follows:

Chapter 18.63

HOSPITALITY DEVELOPMENT ZONE

Sections:

- 18.63.02** *Intent and Purpose.*
- 18.63.04** *Applicability.*
- 18.63.06** *Uses permitted through approval of a Specific Plan.*
- 18.63.08** *Development Standards.*
- 18.63.10** *Existing Development.*
- 18.63.12** *Specific Plan Requirement.*

18.63.02 Intent and Purpose.

The Hospitality Development Zone is intended to provide for the coordinated development of planned commercial projects oriented to the traveling public (as defined in Section 18.02 of this Chapter) in an orderly and aesthetically pleasing manner that buffers surrounding land uses as needed and preserves the City's equestrian lifestyle. The Zone establishes a more comprehensive review procedure with flexibility in development standards to accommodate the distinct features and opportunities of individual areas and properties. It is intended that areas with the HD Zone are developed in a manner that reflects any unique characteristics of the congruous area upon which the zoning exists by blending the built environment with these characteristics.

18.63.04 Applicability.

The regulations and general rules set forth in this Chapter shall apply in Hospitality Development Zones. The regulations provide for a review of comprehensive development plans and for use and development on existing lots. Where a conflict occurs between the requirements of this chapter and other City requirements, this Chapter shall apply. Any proposed project including, but not limited to, division of land, site plan or any grading wholly or partially within a Hospitality Development Zone shall be subject to the provisions of this Chapter.

18.63.06 Uses permitted through approval of a Specific Plan

The following category of uses may be permitted upon approval of a Specific Plan.

- (1) Planned development for tourist commercial uses catering to the travelling public. Activities include, but are not limited to:
 - a) Hotels, motels, motor hotels, bed and breakfast inns
(Does not include agricultural, work, or recreational camps)*
 - b) Full-serve restaurants, themed restaurants, restaurant rows
(Does not include drive-through, or car-serve restaurants)**
- (2) Planned development for mixed-use commercial/recreational projects.*
- (3) Planned commercial resort projects.*

A detailed list and description of individually permitted uses and development standards will be established with the adopted Specific Plan pursuant to Chapter 18.52.

18.63.08 Development Standards

Site development standards not addressed through the adoption of a specific plan shall be the same development standards of Chapter 18.29 (C-G ZONE), with the exception that permitted and conditionally-permitted uses in the C-G zone do not apply in the HD zone without approval of a specific plan.

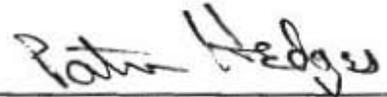
18.63.10 Existing Development.

Legal uses, lots, and structures existing prior to the adoption of the HD zone for a property in question, which are not consistent with the standards and requirements of the HD zone, shall be deemed non-conforming and subject to the provisions of Chapter 18.39 (GENERAL PROVISIONS – NON-CONFORMING USES, LOTS, AND STRUCTURES).

18.63.12 Specific Plan Requirement.

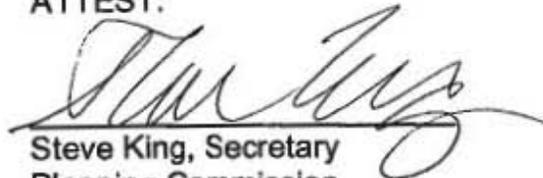
To assure that the requirements of this chapter are properly met and the area is comprehensively planned, a Specific Plan as authorized in the California Government Code (commencing with Section 65450) and processed in the manner set forth in Chapter 18.52 (Specific Plan) of this Code must be in effect prior to the approval of any subdivision of land, any grading of property that would require a grading permit, and any construction that would require a building permit, excepting therefrom any work done by the City or other public agency for the protection of public health, safety, or general welfare.

PASSED AND ADOPTED by the Planning Commission of the City of Norco at a regular meeting held March 9, 2011.



Patricia Hedges, Chair
Planning Commission
City of Norco, California

ATTEST:



Steve King, Secretary
Planning Commission
City of Norco, California

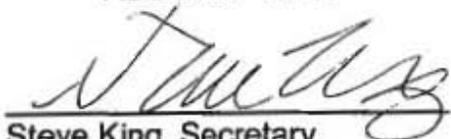
I HEREBY CERTIFY that the foregoing Resolution was duly and regularly passed and adopted by the Planning Commission of the City of Norco at a regular adjourned meeting held March 9, 2011 by the following roll call vote:

AYES: Hedges, Henderson, Jaffarian, Leonard and Wright

NOES: None

ABSENT: None

ABSTAIN: None



Steve King, Secretary
Planning Commission

/sk-77987

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Keith Clarke, Contract Building Official

DATE: April 6, 2011

SUBJECT: Amendment to Comprehensive Fee Resolution to Update and Adjust fees for Building Division Services

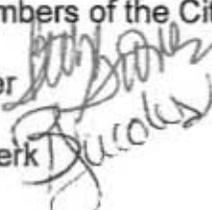
RECOMMENDATION: Staff is recommending that the public hearing be continued to April 20, 2011 to allow further review of the proposed updated and adjusted fees for Building Division services.

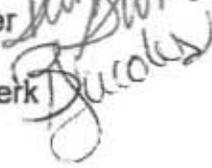
SUMMARY: A review of Building Division user fees has been completed by the City hired consulting firm of Revenue Cost Specialists (RCS), with assistance and final review provided by the Building Division staff. As the review of the proposed updated and adjusted fees for Building Division services has not been completed by City staff, it is recommended that the public hearing be continued to April 20, 2011.

/bj-78175

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: April 6, 2011

SUBJECT: Appointments to the Historic Preservation Commission

RECOMMENDATION: That the City Council make the following separate appointments:

- a. Appoint Terri Jacquemain, M.A. to serve on the Historic Preservation Commission to fill one vacated seat with the requirements to have professional experience and knowledge; and
- b. Appoint one member to fill one vacated seat on the Historic Preservation Commission who fulfills the required qualifications for service on the Commission.

SUMMARY: There are currently two seats vacated on the Historic Preservation Commission which will be filled by appointments to fill the terms through June of 2013. One of the members of the Commission appointed is required to have professional experience and knowledge in order to serve on the Commission. The other member should have the general qualifications required to serve on the Commission. Three applications have been received for the Council's consideration, one which is qualified to serve with the professional knowledge and experience required for service on the Commission. The other two applicants have the general knowledge and experience required for service on the Commission.

BACKGROUND/ANALYSIS: The purpose of the Historic Preservation Commission is to promote the public health, safety and general welfare by providing for the identification, protection, enhancement, perpetuation and use of improvements, buildings, structures, signs, objects, features, sites, places, areas, districts, neighborhoods, streets, works of art, natural features and significant permanent landscaping having special historical, archaeological, cultural, architectural, community, aesthetic or artistic value in the City of Norco.

Requirements to serve on the Commission are as follows:

Commission members shall be persons who, as a result of their education, training, knowledge, and experience are qualified to analyze and interpret architectural and site planning information, including but not limited to, licensed landscape architects and architects, urban planners, engineers, and licensed general contractors. At least two of the members shall have professional experience in urban planning, architectural history or historic preservation, archeology, American studies, cultural geography, cultural anthropology and shall have general knowledge of architectural styles prevalent in the Historic Old Town of Norco. All members of the historic preservation commission shall meet the following requirements:

- (1) Be a citizen of the United States.
- (2) Be at least eighteen years of age.
- (3) Be a legal resident of the City.
- (4) Possess the qualifications as listed in this section.
- (5) Have taken and filed with the City Clerk, the oath required by Section 36507 of the Government Code.
- (6) Have never been convicted of a felony.

There are currently two seats vacant on the Historic Preservation Commission following the resignation of two of its members. Both seats on the Commission will be filled through the vacated terms, which are June of 2013, and will at that time become vacated again. One of the seats is required to be filled by an individual that has the professional experience and knowledge as described above. A Press Release was published noting that the deadline for submittal of applications to serve on the Historic Preservation Commission was open until filled.

One (1) application was received from the following individual who has previously served on the Commission and has the required professional experience required:

Terri Jacquemain, M.A.

Two (2) applications were received from the following individuals who have the required qualifications to serve on the Commission :

Kevin Koch
Mark Sawyer

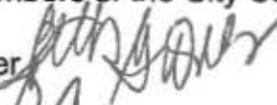
The Council is recommended to make the two (2) separate appointments to the Historic Preservation Commission based on the qualifications of the applicant as submitted.

/bj-74454

Applications are on file in the Office of the City Clerk

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Beth Groves, City Manager 

PREPARED BY: Ross Cooper, Lieutenant 

DATE: April 6, 2011

SUBJECT: Sheriff's Department Annual Report for 2010

RECOMMENDATION: Receive and file

SUMMARY: City Council's actions to increase law enforcement staffing in 2005 significantly improved the safety and the quality of life in Norco. More arrests were made in 2010 than in any year since 2005. Crime has correspondingly gone down every year since 2005 and has not been this low at any time in the last 20 years. Since 2005:

- Crime decreased 39%;
- Arrests increased 36%;
- Traffic safety significantly increased; there were no fatal and fewer injury collisions in 2009 and 2010 than in any of the prior 10 years. Grant funding has been used to target alcohol and drug impaired drivers. However, when traffic enforcement staffing was decreased in 2010, non-injury collisions increased 30%.
- City Council's goal to reduce emergency response times has been achieved. In 2010, deputies arrived at high-priority calls for service in 5.1 minutes.

BACKGROUND/ANALYSIS: The crime rate across the nation and in Norco rose through the 1980s and leveled off between 1990 and 1995. Major reductions in crime followed the Council decisions to start the Norco Citizen's Patrol in 1995, and to add a two-deputy Community Oriented Policing and Problem Solving team in 1998. Citizen's Patrol helps suppress crime by providing high visibility patrol; our two-deputy Community Oriented Policing and Problem Solving team works on addressing the root-causes of crime and on problems before they result in crime. Crime fell 20% in 1996, which followed the start of Norco Citizen's Patrol; crime fell another 20% in 1998 following the implementation of the Community Oriented Policing and Problem Solving team.

Crime began to increase again at a rate of about 7% per year from 2000 to 2005 when two deputies were added to the midnight patrol shift, one deputy was added to the evening traffic shift, two motor officers were added to the daytime traffic shift, and a sergeant was added. As a result, compared to 2005, crime is down 39%, response times to calls for service improved and arrests increased 36%.

The attached charts provide a historical perspective on crime, traffic, and Sheriff's services. The first chart shows the total number of incidents handled by Sheriff's staff. Traffic citations are excluded from this chart because the number of citations issued depends on the amount of time dedicated to traffic enforcement and including citation numbers in this chart can cause a misperception of incident trends in Norco.

Chart 1, "Total Norco Sheriff Incidents-Excluding Traffic Citations" shows the long term trend of a 5% increase in the number of incidents handled per year since 1999 ended and leveled-off in 2006. Total incidents handled remained relatively unchanged from 2006 through 2008 and declined 10% in 2009 and 2010. (Eight of the 25 uniformed deputies and officers (32%) were eliminated in the last two years.)

Charts 2 through 4 are based on statistics reported to the U.S. Department of Justice and published in the "Crime in the United States - Uniform Crime Reports." The crime index total includes only specific crimes as defined by the U.S. Department of Justice. Violent crime includes murder and non-negligent manslaughter, forcible rape, robbery, and aggravated assault; property crime includes burglary, larceny-theft, motor vehicle theft, and arson.

Chart 2, "Uniform Crime Report – Crime Index Total for Norco" shows the 4% decrease in crime from 2009 to 2010. This chart shows the 20-year crime trends; that neither violent crime nor property crime have ever been as low as they were in 2010. Crime reached its lowest level in a decade in 2000 and then began to increase an average of 7% per year until 2005. That five-year trend of increasing crime was reversed in 2006 following City Council's action of adding sheriff's deputies to address the crime and traffic needs. Crime is down 39% compared to 2005. Crime is down 45% compared to 1991.

Chart 3, "UCR Part I Violent Crimes" shows the 24% reduction in violent crime from 54 crimes in 2009 to 41 crimes in 2010. Violent crime is down 55% compared to 2005; violent crime decreased 73% from its high of 152 violent crimes in 1991.

Chart 4, "UCR Part I Property Crimes" shows the 2% reduction in total property crime from 2009 to 2010. Property crime is down 38% compared to 2005; property crime is down 42% compared to 1991.

Charts 5 through 8 show the average amount of time it takes deputies to arrive at calls for service. Total response times have two parts: 1) the dispatch time, which is the amount of time it takes from when the dispatch center receives the phone call until an available patrol unit is found and assigned to the incident, and 2) the response time, which is the amount of time it takes the responding patrol unit from being assigned to the incident to arriving at the incident location.

Responses are prioritized so that citizens in life-threatening situations are helped prior to those with less urgent needs. Priority 1 calls are the most critical and include situations where there is imminent threat to life, serious injury, or in-progress serious property crimes like burglaries. Priority 2 calls are comprised of robbery alarms and serious felonies that

have just occurred where the suspect has recently fled and a quick response may help in identification or apprehension. Priority 3 calls include loud parties and disturbing the peace calls where physical violence has not been reported. Priority 4 calls include all past calls - situations where the crime or incident is over. Examples include: a person returned home from vacation and found his garage was broken into, property stolen, and the suspect was no longer present; or a person went to the mailbox and found it broken open, the mail had been stolen sometime in the past, and there were no suspects or suspicious people in the area.

Norco's average response times were increasing through 2003 when residents were waiting, on average, 6.9 minutes for a deputy to arrive at their Priority 1 life-threatening situation. As the city population and calls for service increased, and the number of patrol deputies stayed constant, response times increased. City Council addressed this issue in 2005 by adding three patrol deputies to the staffing level. As a result, average response times to all calls for service improved.

Chart 8, "Response Times In Minutes - Priority 1 Calls" shows responses to our most serious, life-threatening, incidents averaged 5.1 minutes in 2010 which is quicker than in the previous years.

Chart 9, "Norco Traffic Citations" shows the 37% decrease in the number of citations issued, from 7,246 citations in 2009 to 4,595 in 2010. This reduction is because of the elimination of the last three motor officers in June 2010.

Chart 10, "Norco Traffic Collisions" shows that what had been a long-term trend of traffic collisions increasing by 10% per year through 2005 was reversed in 2006. City Council's action to add two motor officers in 2006 and to reduce speed limits on several roadways has resulted in 216 fewer traffic collisions in Norco in 2010 than in 2005, a 39% decrease. Without Council's intervention, staff would have expected reported collisions to continue to increase as the surrounding population swelled and commuters sought alternative routes to congested freeways. As a direct result of increased traffic enforcement, fatal collisions decreased from five in 2005 to two in 2006, to one in 2007, to two in 2008, to zero in 2009 and to zero in 2010. However, when the last three motor officers were eliminated in June 2010, non-injury traffic collisions increased 30%.

Chart 11, "Traffic Citations By Location of Violation" shows 13% of all citations issued were in 25 MPH residential areas. About one-half of the citations were issued on Hamner Avenue. Five percent of the citations were issued on 6th Street; the remaining 27% of the citations were issued on roadways that did not fit into these categories.

Chart 12, "Traffic Citations By Type of Violation" shows 32% of all citations issued were for speeding. The California Office of Traffic Safety provided grant funding (which increased patrol deputy time in Norco) to increase seat-belt enforcement; 13% or 715 citations included a seat-belt violation.

Our traffic enforcement priority continues to emphasize speeding vehicles and hazardous moving violations; 69% of all citations were for hazardous violations. Thirty-one percent of the citations were for non-hazardous violations such as registration or equipment violations; 16% of all citations included more than one violation.

Chart 13, "Traffic Citations By Violator's City Of Residence" shows that only 20% of the violators live in Norco; 80% of the violators live outside of Norco, confirming resident suspicions that out-of-towners are speeding through Norco.

Chart 14, "Adult DUI Arrests In Norco" shows the 122% increase in DUI arrests from 125 in 2005 to 277 in 2010. This increase is a direct result of City Council's action to partner with the California Office of Traffic Safety who provided grant funding for DUI checkpoints and additional patrol time during the evenings which is dedicated to DUI enforcement.

Chart 15, "Adults Arrested And Booked For New Offenses" shows the number of adults arrested and booked by Norco deputies for new (non-DUI) felony and misdemeanor crimes. Norco deputies arrested more suspects for crimes in 2010 than in any other prior year. This resulted in a 39% reduction in total crime in 2010 compared to 2005. Norco's lower crime rate is directly related to the increase in the number of arrests.

In summary, thanks in large part to the activities of Norco Citizen's Patrol, Council's direction to implement Community Oriented Policing and Problem Solving programs and the hard work of sheriff's deputies, significant improvements to the safety and quality of life in Norco have been achieved in 2010.

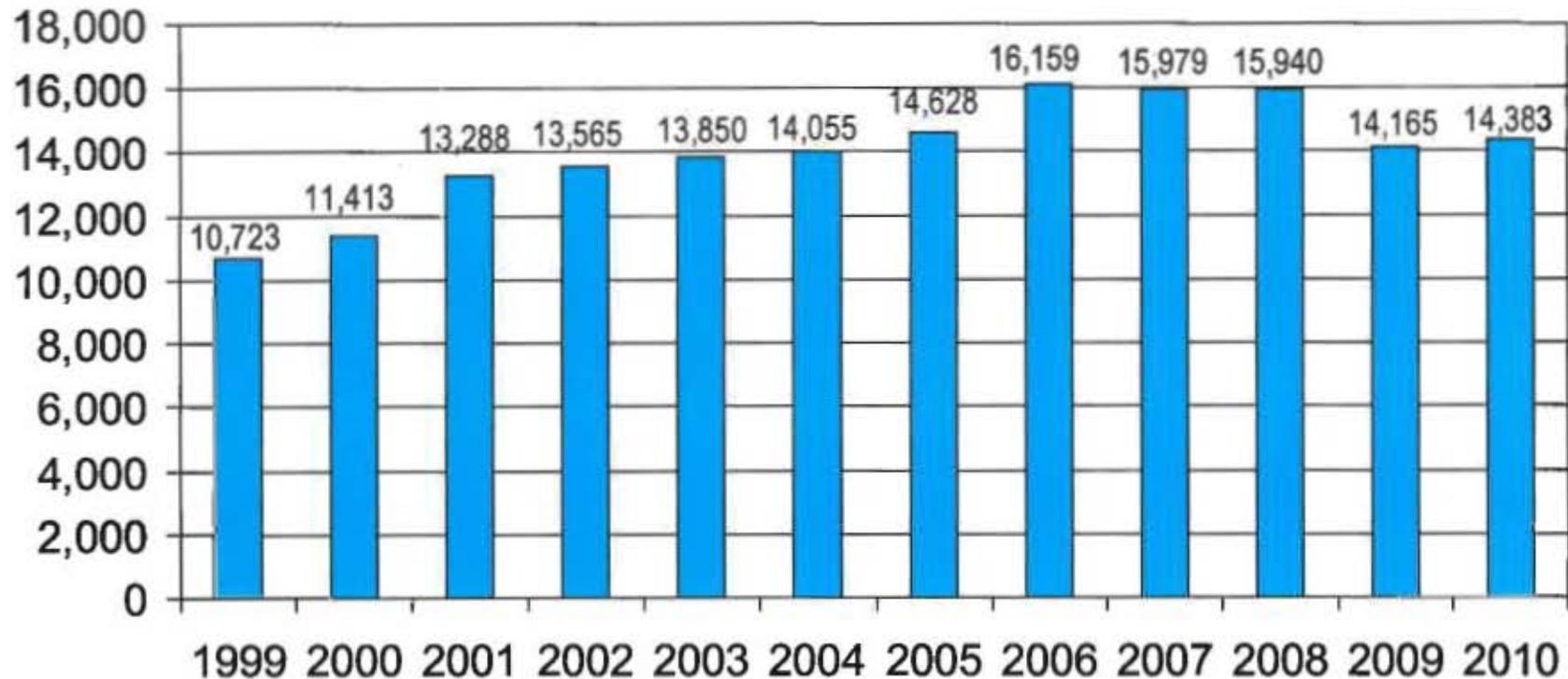
In spite of challenges, response times have never been so quick; traffic safety has improved dramatically; arrests are up and crime is lower than at any time in the last 20 years.

FINANCIAL IMPACT: None

/rlf - 77795

Attachment: 15 charts

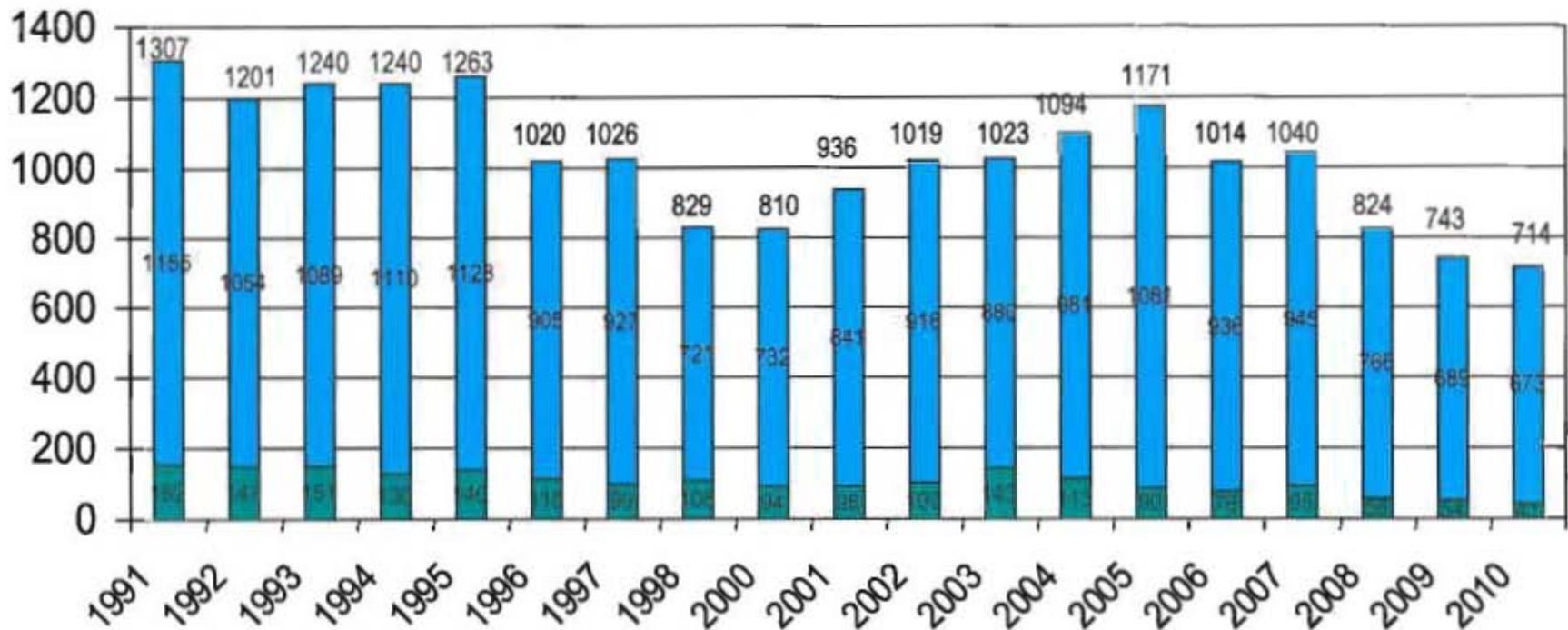
TOTAL NORCO SHERIFF INCIDENTS EXCLUDING TRAFFIC CITATIONS



- 34% more incidents in 2010 than 1999
- The long term trend of a 5% increase per year ended in 2006
- 2009 and 2010 incidents are significantly lower primarily because 8 field positions (4 sworn, 4 civilian) were eliminated

UNIFORM CRIME REPORT CRIME INDEX TOTAL FOR NORCO

Violent Crime Property Crime



•Crime is down 45% compared to 1991

•1995 - NCP and NW started

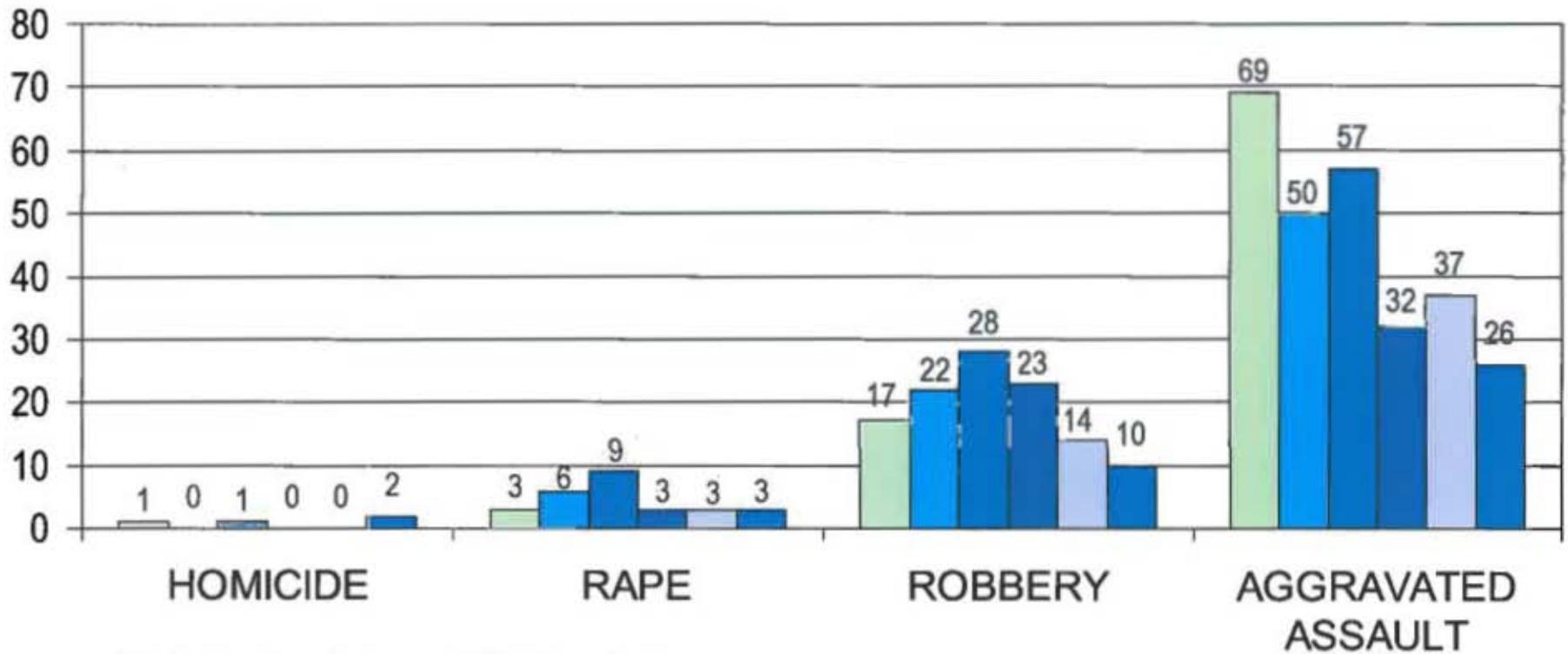
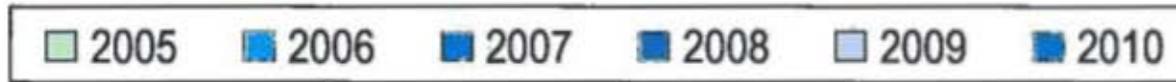
•2005 – 3 deputies added to patrol

-5-year trend of decreasing crime

-1998 - 2 deputies assigned to COPPS

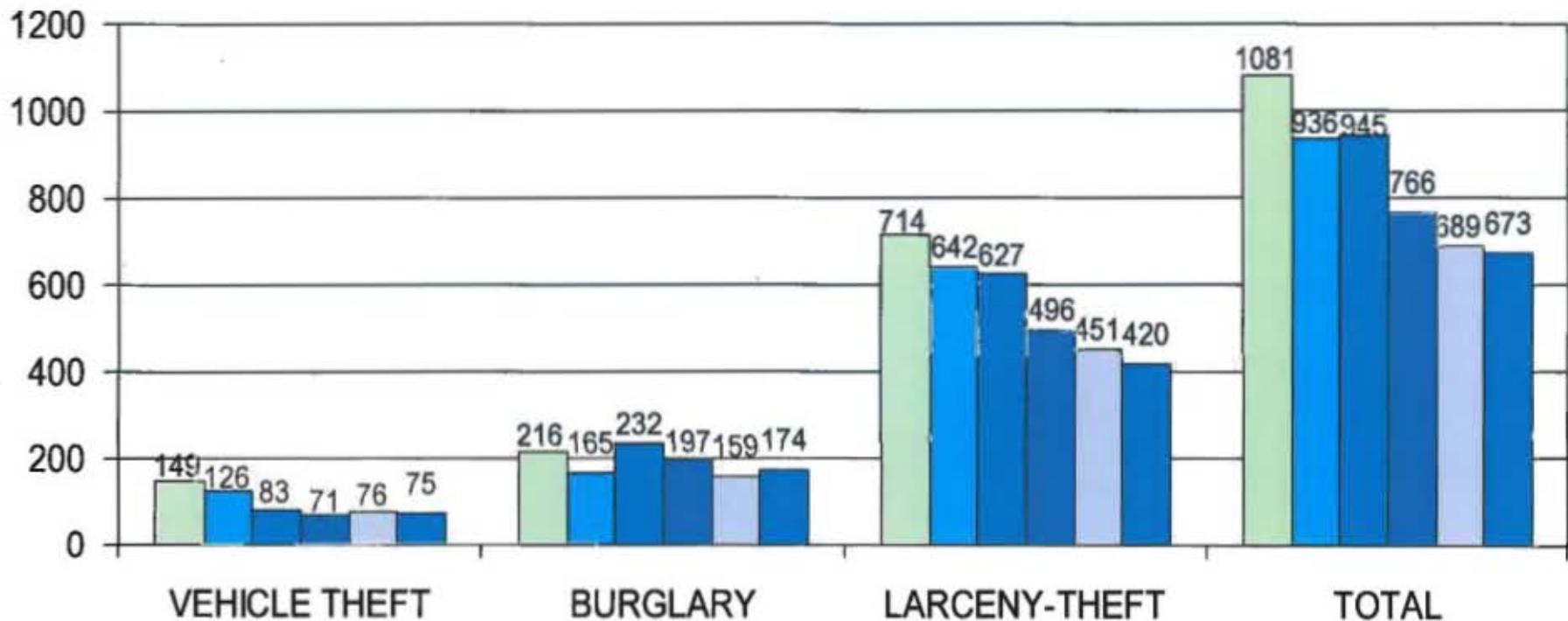
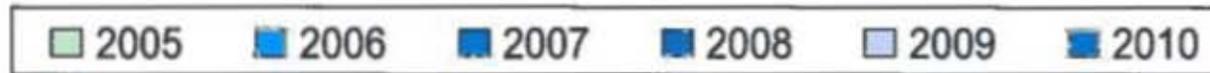
-2006/07 – 2 motor officers added

UCR PART 1 VIOLENT CRIMES



- Violent crime is down 24% from last year
- Violent crime is down 55% from 2005
- Violent crime is down 73% from 1991

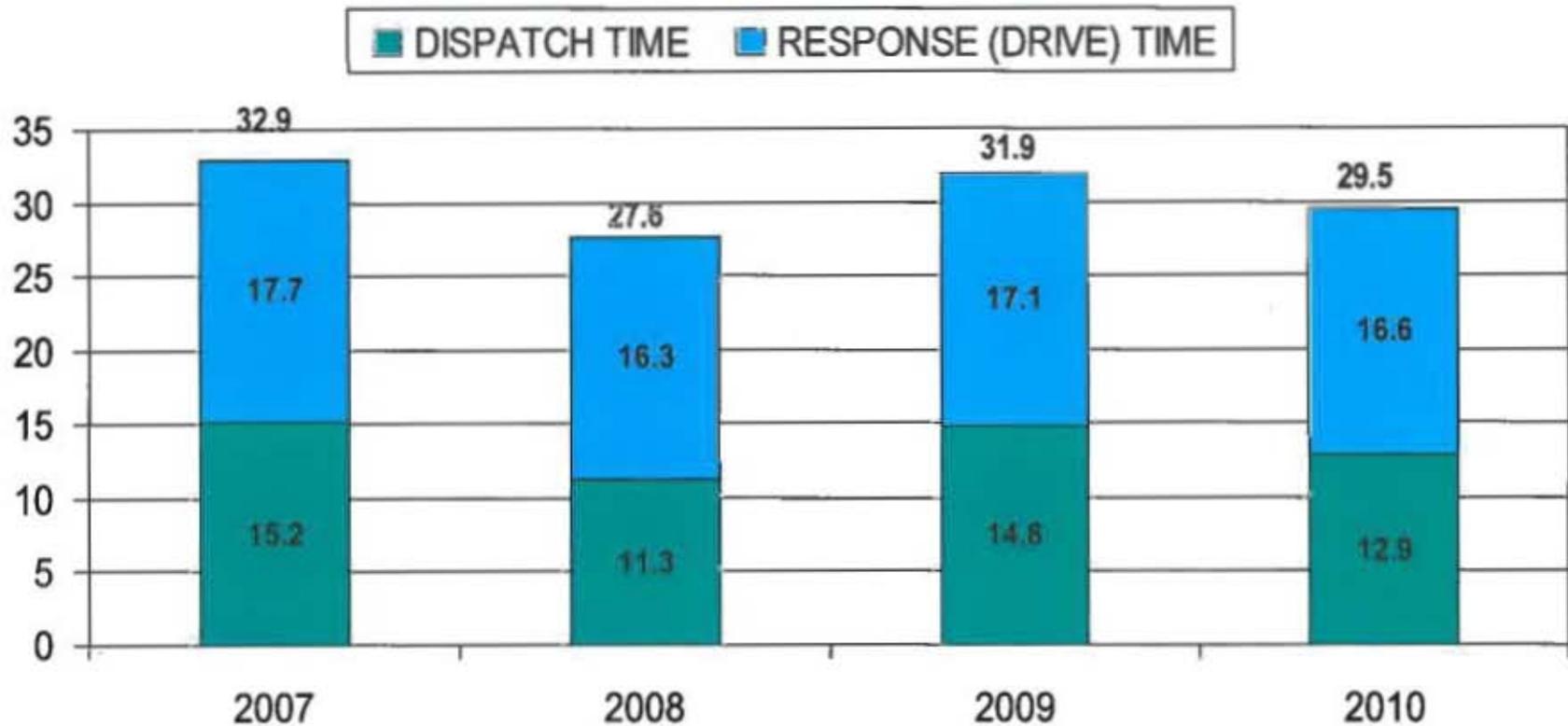
UCR PART 1 PROPERTY CRIMES



- Property crime is down 2% from last year
- Property crime is down 38% from 2005
- Property crime is down 42% from 1991

Chart 4

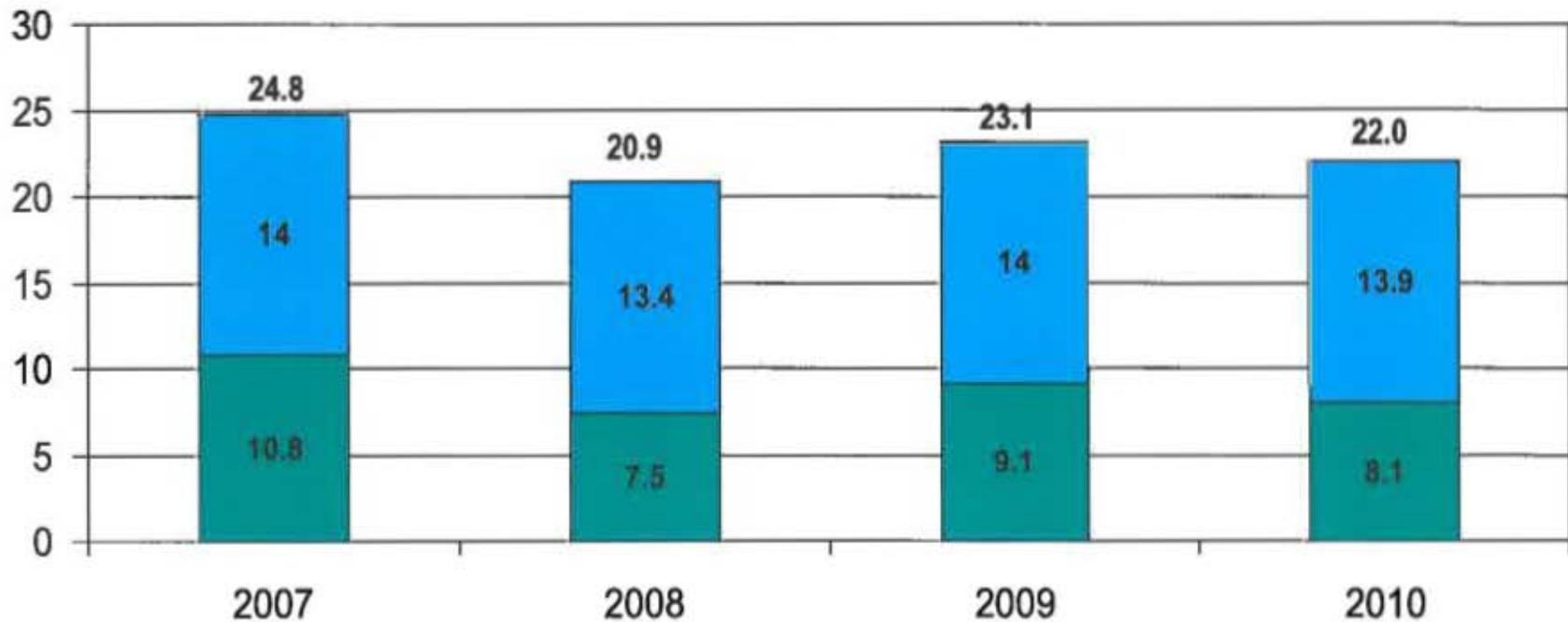
RESPONSE TIMES IN MINUTES PRIORITY 4 CALLS



•Includes past calls – situations where crime or incident is over

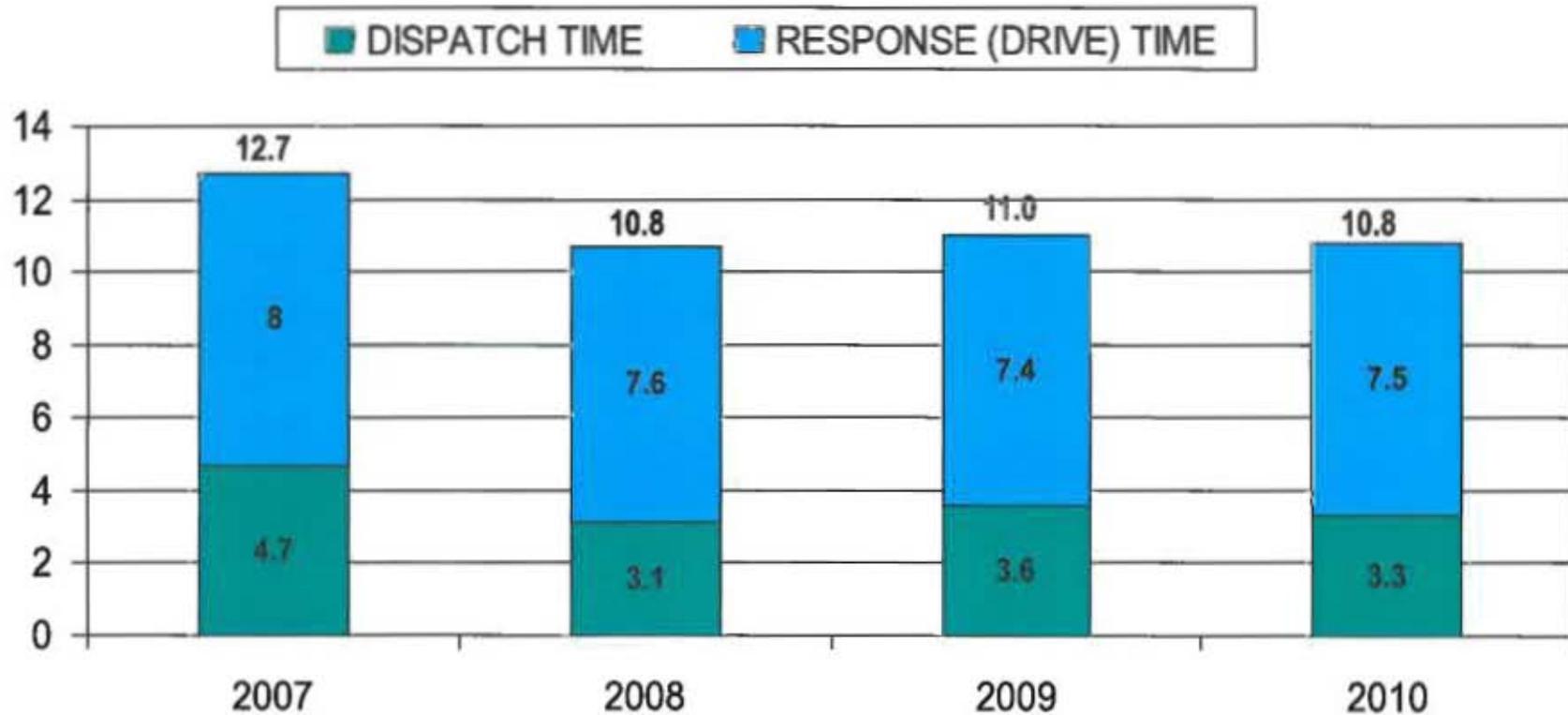
RESPONSE TIMES IN MINUTES PRIORITY 3 CALLS

DISPATCH TIME RESPONSE (DRIVE) TIME



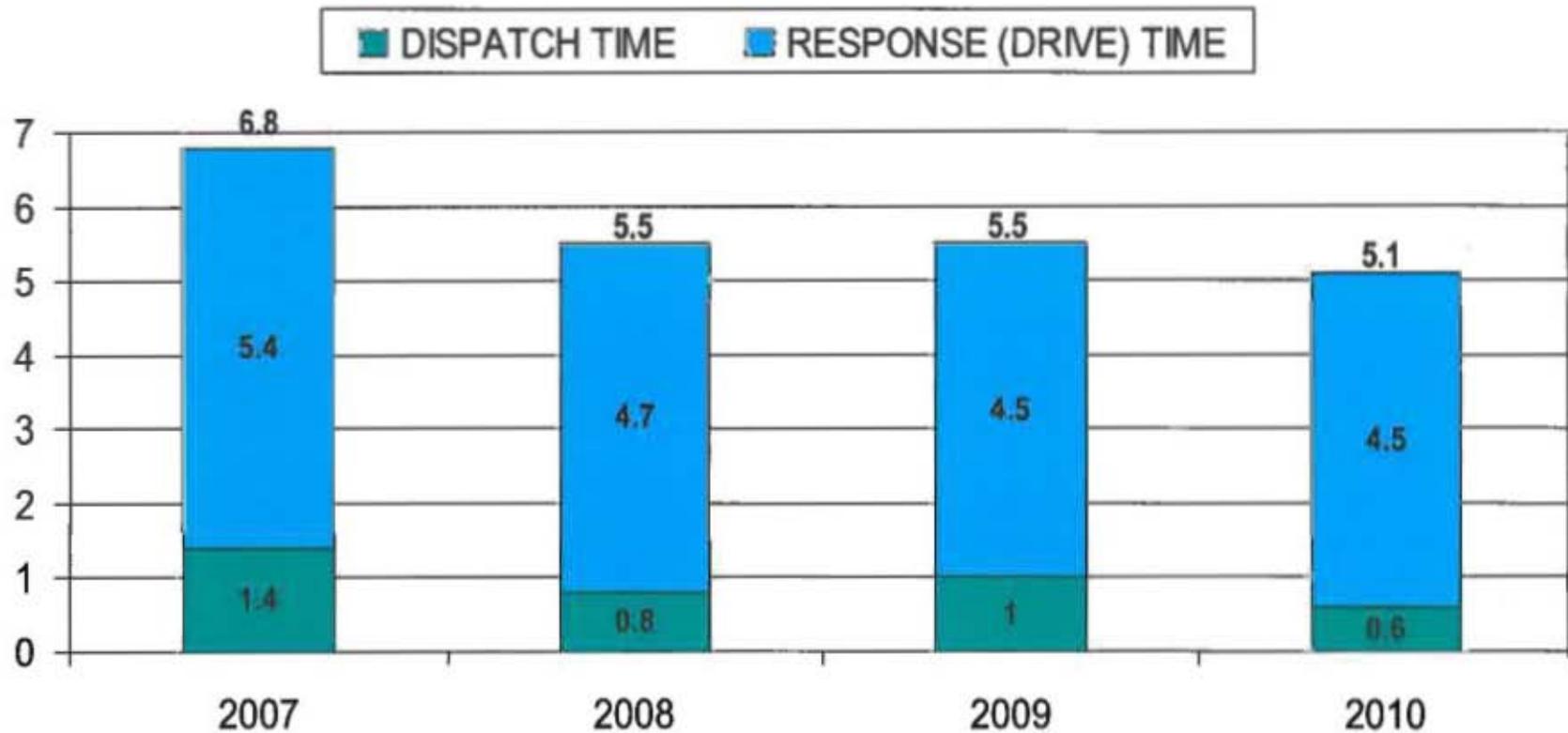
•Includes loud parties and disturbing the peace calls where violence has not been reported

RESPONSE TIMES IN MINUTES PRIORITY 2 CALLS



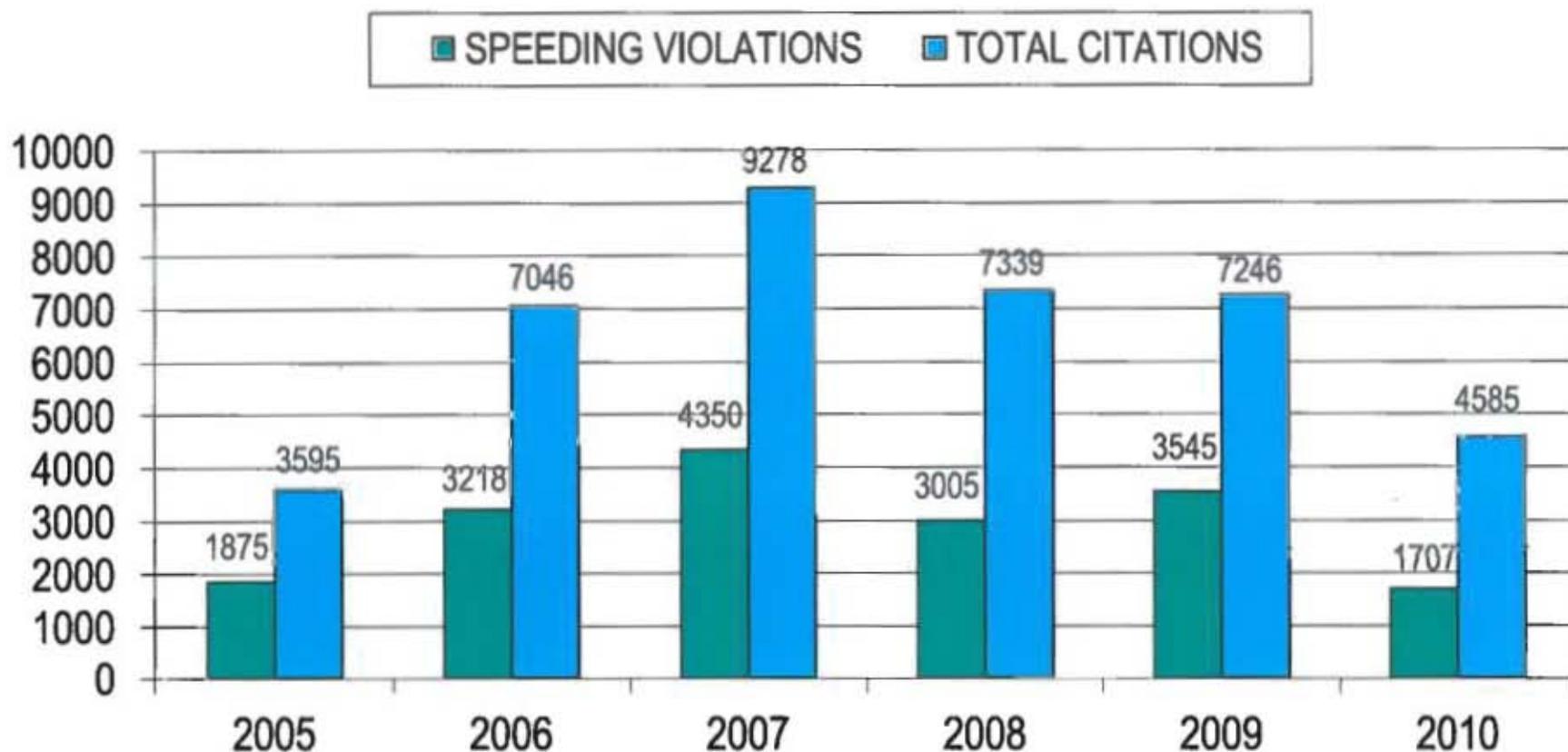
•Includes robbery alarms and serious felonies that have just occurred where the suspect has recently fled and a quick response may help in identification or apprehension

RESPONSE TIMES IN MINUTES PRIORITY 1 CALLS



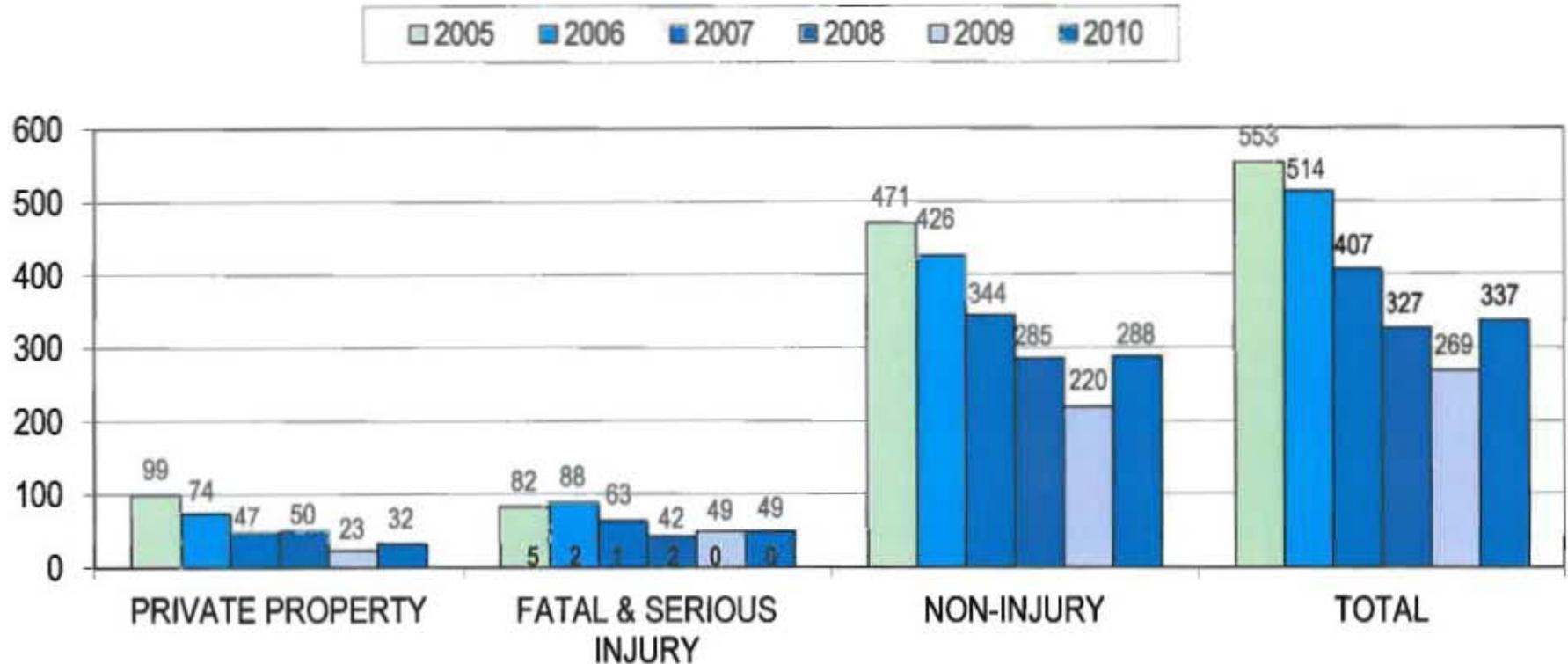
•Most critical calls, including situations with imminent threat to life or serious injury

NORCO TRAFFIC CITATIONS



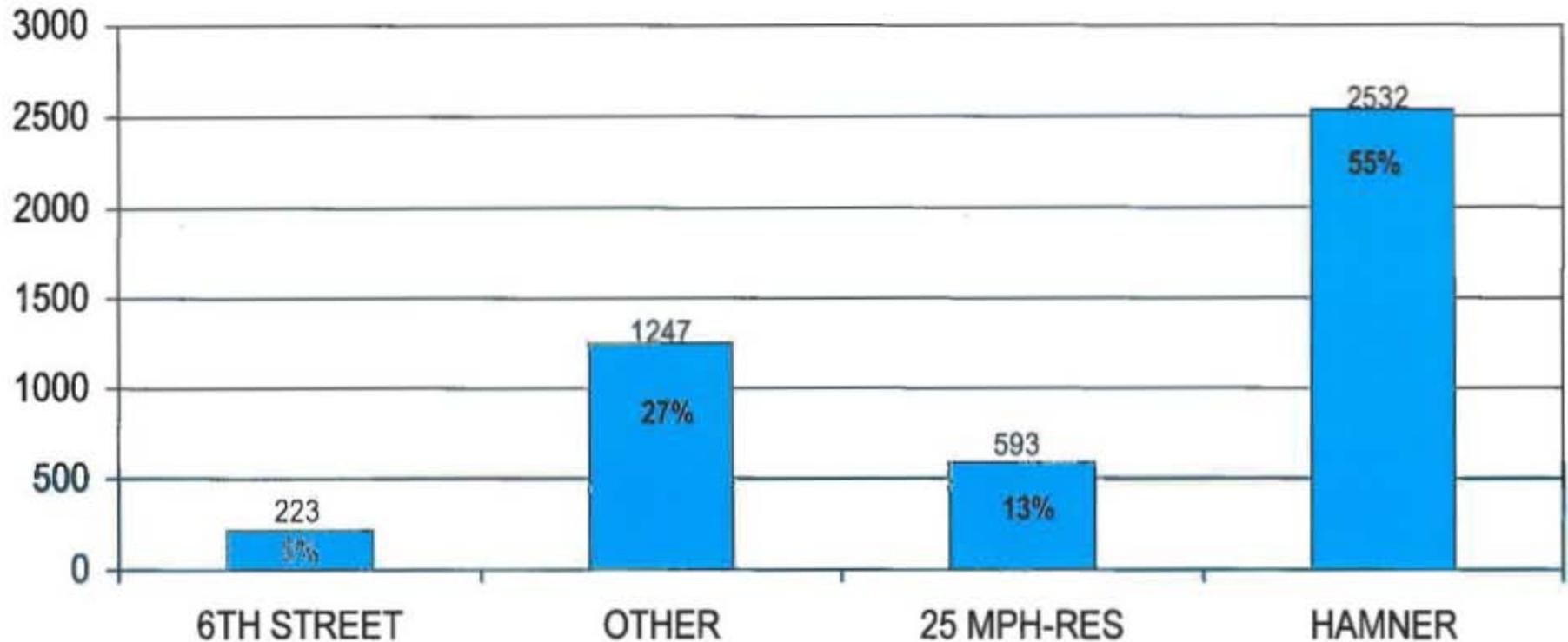
- Most citations ever issued was after 3rd & 4th motor officers were added
- One Motor Officer was eliminated in 2009
- The three remaining Motor Officers were eliminated in 2010

NORCO TRAFFIC COLLISIONS



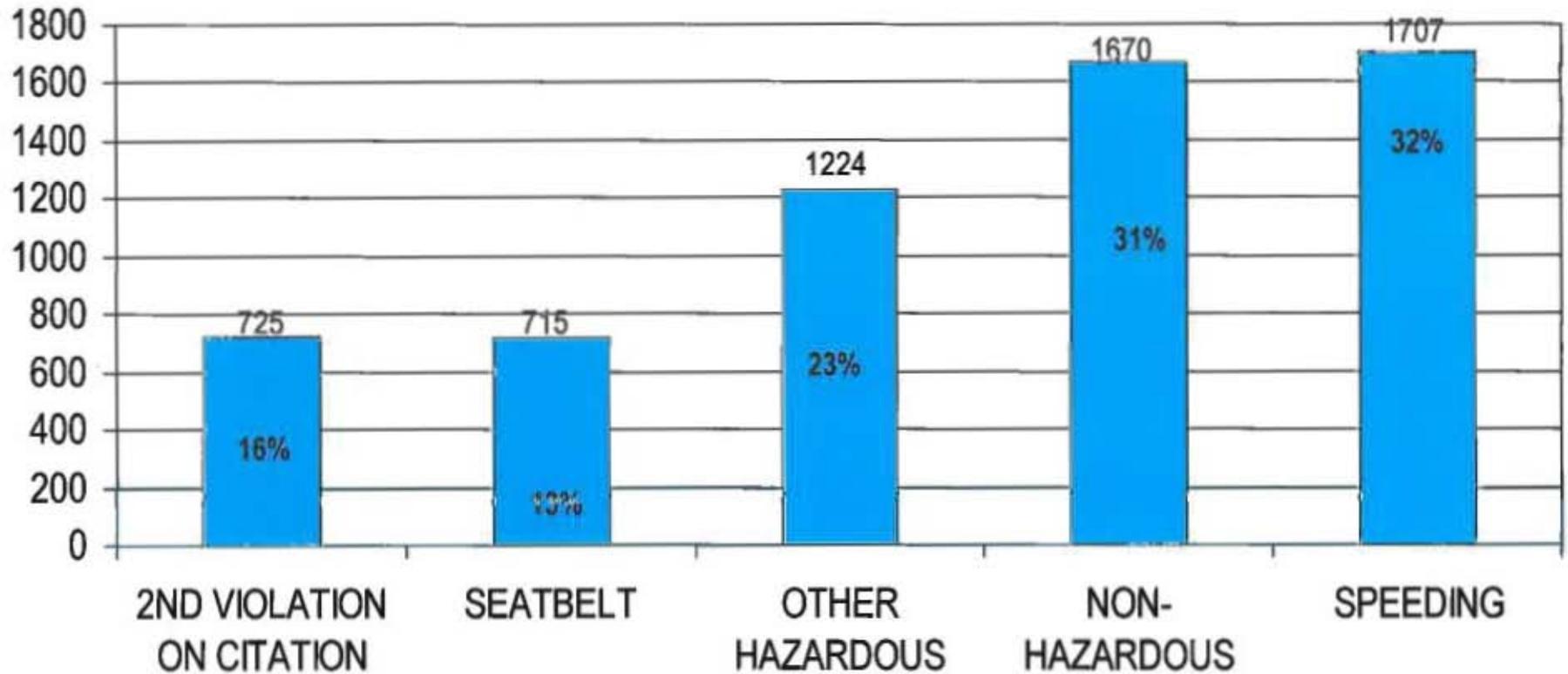
- The long-term trend of a 10% increase in collisions per year was reversed in 2005
- More traffic usually means more traffic collisions
- When aggressive enforcement of primary collision factor violations ended in 2010, collisions increased 25%

2010 TRAFFIC CITATIONS BY LOCATION OF VIOLATION



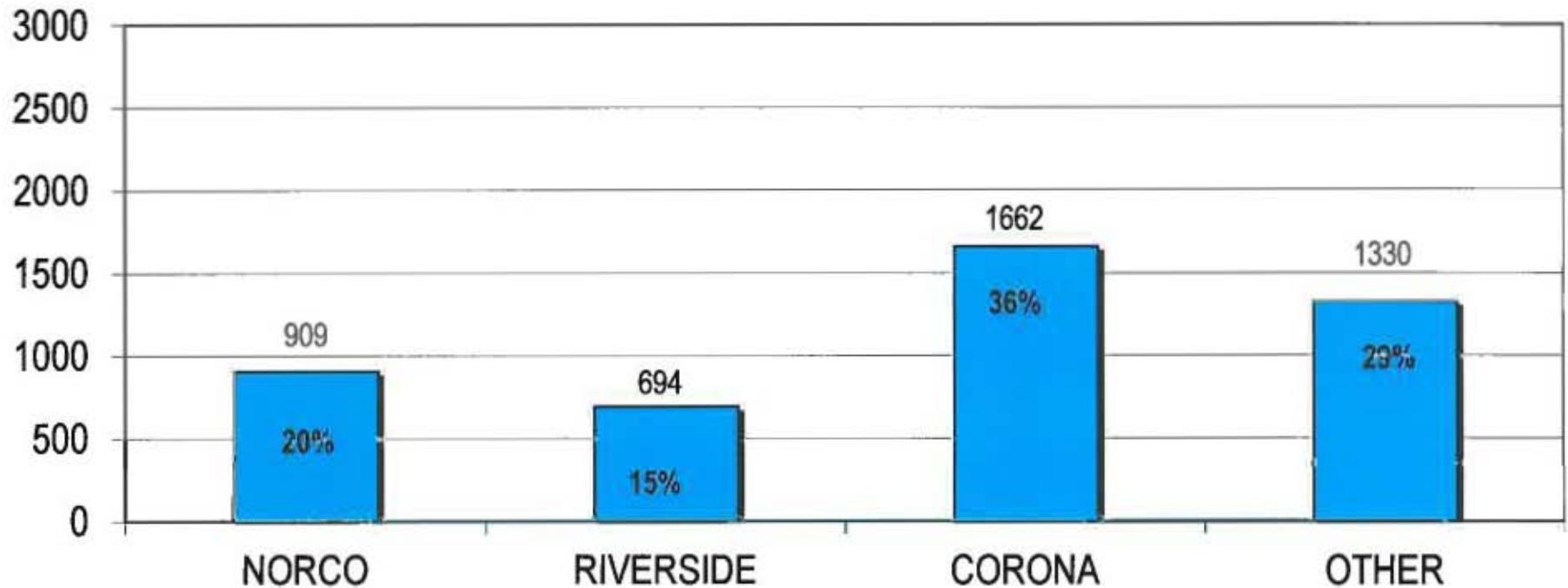
- Spend much of our enforcement time on residential streets
- Hamner includes grant funded location-specific seatbelt enforcement
- OTHER includes Corydon, Norco Dr, California, Hidden Valley, River Rd, Norco Hills, 2nd, 5th, Parkridge, Mountain, as well as additional streets.

2010 TRAFFIC CITATIONS BY TYPE OF VIOLATION



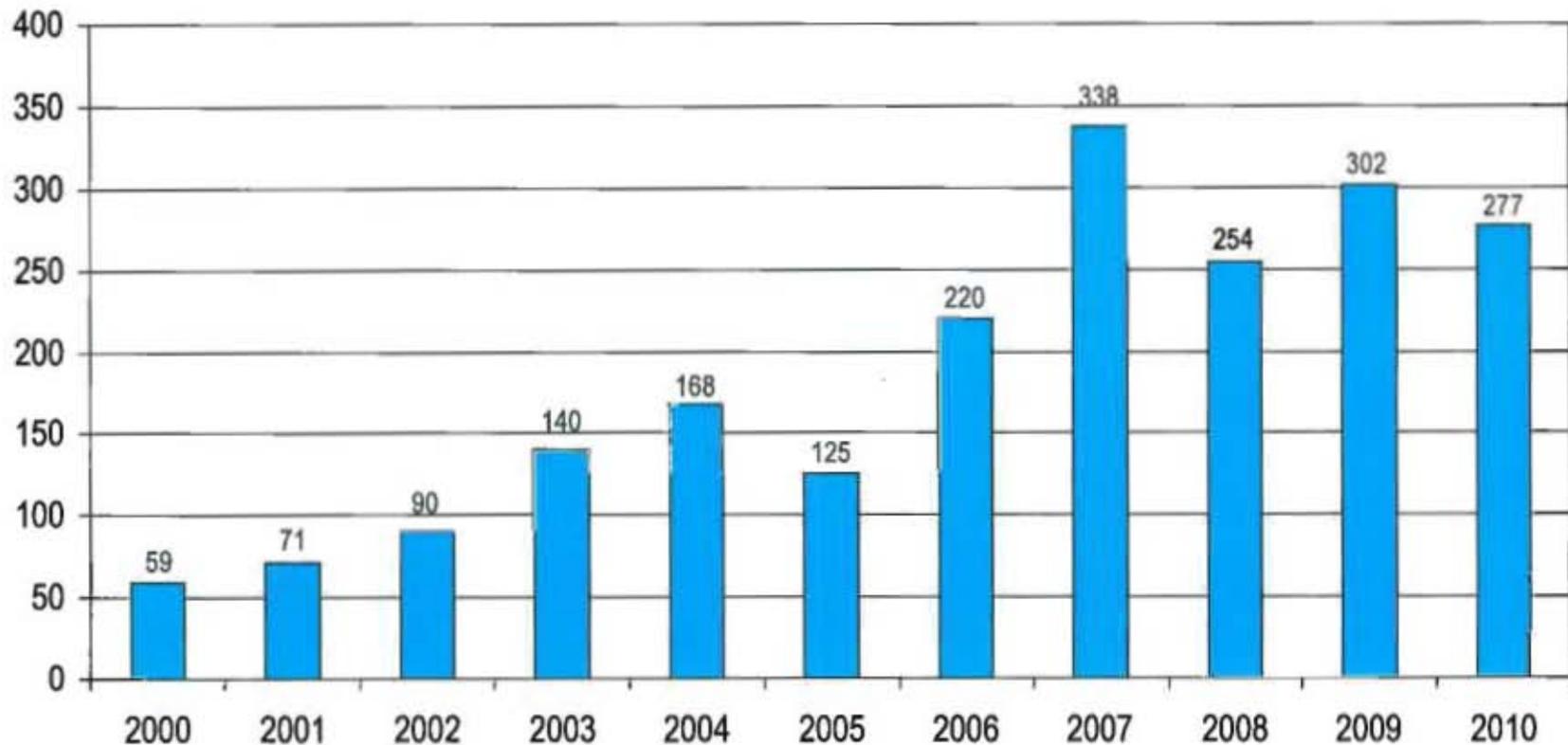
•Speeding, stop sign and other hazardous violations account for 69% of all citations

2010 TRAFFIC CITATIONS BY VIOLATOR'S CITY OF RESIDENCE



•80% of all violators live outside of Norco

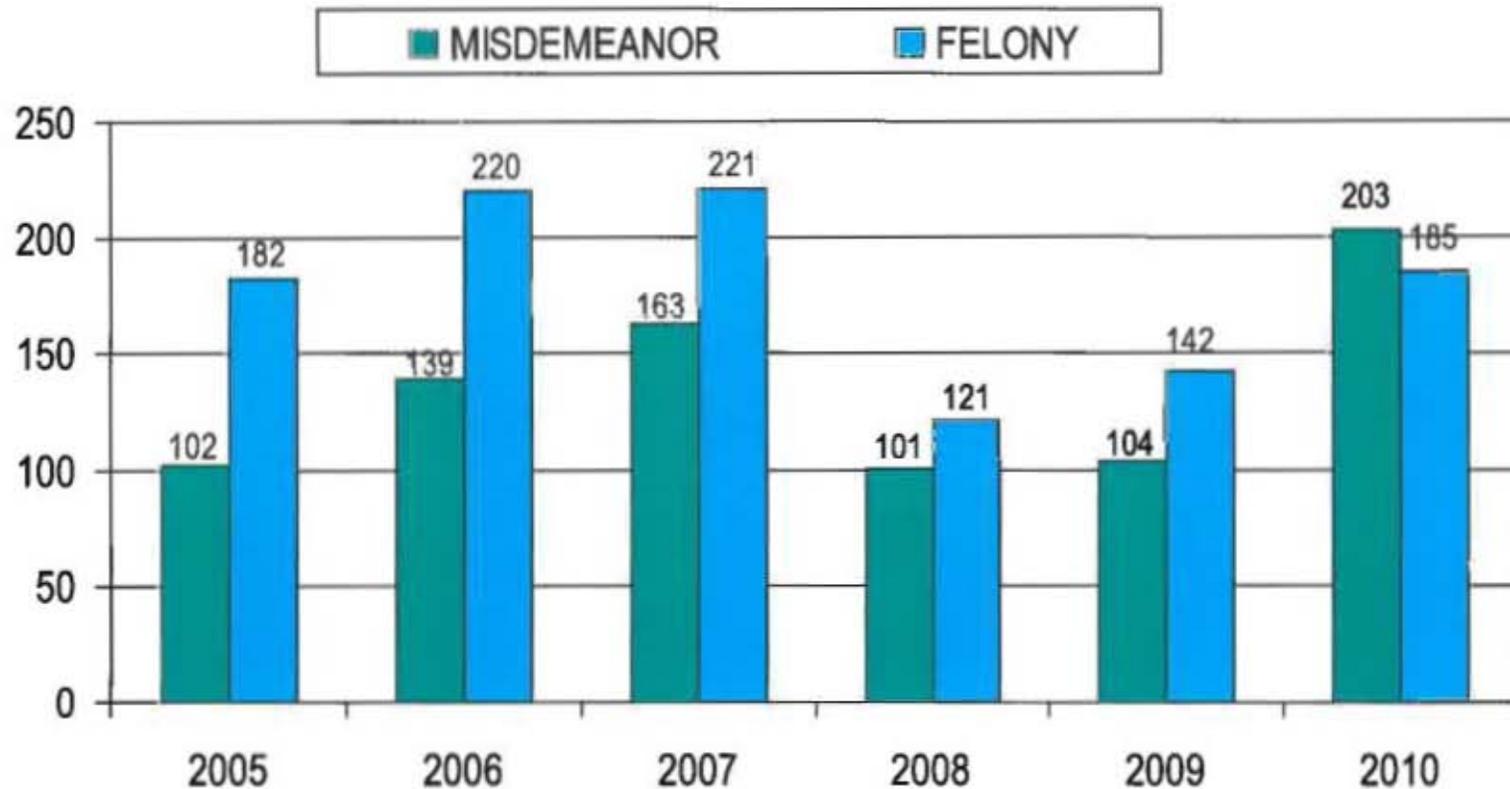
ADULT DUI ARRESTS IN NORCO



•122% increase in DUI arrests from 2005 to 2010

•Related to the OTS Grant Funding for DUI Checkpoints, Saturation Patrols, and the night time traffic car

ADULTS ARRESTED AND BOOKED FOR NEW OFFENSES EXCLUDING DUI



•Total crime is down 39% from 2005; non-DUI arrests are up 36% from 2005