



AGENDA
CITY OF NORCO
CITY COUNCIL
SUCCESSOR AGENCY TO THE NORCO COMMUNITY REDEVELOPMENT AGENCY

February 19, 2014

City Council Chambers
2820 Clark Avenue, Norco, CA 92860



Berwin Hanna, Mayor
Herb Higgins, Mayor Pro Tem
Kathy Azevedo, Council Member
Kevin Bash, Council Member
Greg Newton, Council Member

CALL TO ORDER: 7:00 p.m.

ROLL CALL:

PLEDGE OF ALLEGIANCE: Council Member Higgins

INVOCATION: St. Mel's Catholic Church
Father Gerardo Mendoza

PRESENTATION: Norco Educational Support Team

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

1. A. SILVERLAKES EQUESTRIAN & SPORTS PARK UPDATE:
- B. CITY COUNCIL COMMUNICATIONS / REPORTS ON REGIONAL BOARDS AND COMMISSIONS:
2. CITY COUNCIL CONSENT ITEMS: *(All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the Council, any public comments on any of the Consent Items will be heard. There will be no separate action unless members of the Council or the audience request specific items be removed from the Consent Calendar. Items removed from the Consent Calendar will be separately considered under Item No.3 of the Agenda.)*

- A. City Council Minutes:
Special Joint City Council/Historic Preservation Commission Meeting of
January 27, 2014
Regular Meeting of February 5, 2013
Recommended Action: **Approve the City Council Minutes** (City Clerk)
- B. Procedural Step to Approve Ordinance after Reading of Title Only.
Recommended Action: Approval (City Clerk)
- C. Recap of Actions Taken by the Planning Commission at its Meeting held on
February 12, 2014. **Recommended Action: Receive and File** (Planning
Director)
- D. Fiscal Year 2014 Second Quarter Budget Performance Report
Recommended Action: Receive and File (City Manager)
- E. Resolution Amending and Approving the City's Conflict of Interest Code
Applicable to Designated Employees Pursuant to the Political Reform Act of
1974. **Recommended Action: Adopt Resolution No. 2014-03, amending
the City's Conflict of Interest Code.** (City Clerk)
- F. Resolution in Support of Continued State Grants that Pay for Agricultural
Education. **Recommended Action: Adopt Resolution No. 2014-04.** (City
Clerk)
- G. Acceptance of Bids and Award of Contract for Various Streets Slurry Seal
Project. **Recommended Action: Accept bids submitted for the
construction of various streets to be slurry sealed and award a contract
to American Asphalt South, Inc. of Fontana, CA in the amount of
\$47,395, and authorize the City Manager to approve contract change
orders up to 10 percent of the bid contract amount.** (Director of Public
Works).
- H. Approval of Final Parcel Map 36552, Located on the West Side of Center
Avenue, Mid-Block between Seventh Street and River Drive. Recommended
Action: **Approve Final Parcel Map 36552 and authorize the City Clerk to
sign the map on behalf of the City.** (Director of Public Works).
- I. Approval of Additional Appropriation and Changes in Contract Amounts for
the Norco Master Drainage Plan (MDP) Line N-1A, N-1B and N-1E Project.
**Recommended Action: Adopt Resolution No 2014-06, appropriating
funds in the amount of \$39,852 for completion of the Norco MDP Line N-
1A, N-1B and N-1E Project.** (Director of Public Works)
- J. Formation of a City Manager Controlled Advisory Committee for the Purpose
of Discussing City Business Processes. **Recommended Action: Receive
and File.** (City Manager)

- K. Resolution Supporting SB 69 and AB 1521 Relating to Incorporations and Property Tax Allocations (In Support of Eastvale, Menifee, Jurupa Valley, and Wildomar). **Recommended Action: Adopt Resolution No. 2014-07.**
3. ITEM(S) PULLED FROM CITY COUNCIL CONSENT CALENDAR:
4. CITY COUNCIL DISCUSSION / ACTION ITEM:
 - A. Approval of Mid-Year Amendments to the Fiscal Year 2013-2014 Annual Operating Budget. **Recommended Action: Adopt Resolution No. 2014-05, approving various mid-year amendments to the Fiscal Year 2013-2014 annual Operating Budget and authorizing changes in appropriations and revenues thereto.** (City Manager)
5. SUCCESSOR AGENCY TO THE NORCO COMMUNITY REDEVELOPMENT AGENCY:
 - A. Approval of the Forms of and Authorizing the Execution of an Indenture of Trust, a Bond Purchase Contract, Escrow Agreement, Continuing Disclosure Agreement, Official Statement, and Authorizing Certain Other Actions in Connection Therewith Relating to the Issuance of the Successor Agency 's Refunding Tax Allocation Bonds. **Recommended Action: Adopt SA Resolution No. 2014-01.** (Executive Director)
 - B. Approval of the Forms of and Authorizing the Execution of an Indenture of Trust, a Bond Purchase Contract, Escrow Agreement, Continuing Disclosure Agreement, Official Statement, and Authorizing Certain Other Actions in Connection Therewith Relating to the Issuance of the Successor Agency 's Refunding Tax Allocation Bonds (School District Pass-Through). **Recommended Action: Adopt SA Resolution No. 2014-02.** (Executive Director)
6. PUBLIC COMMENTS OR QUESTIONS - THIS IS THE TIME WHEN PERSONS IN THE AUDIENCE WISHING TO ADDRESS THE CITY COUNCIL REGARDING MATTERS NOT ON THE AGENDA MAY SPEAK. PLEASE BE SURE TO COMPLETE THE CARD IN THE BACK OF THE ROOM AND PRESENT IT TO THE CITY CLERK SO THAT YOU MAY BE RECOGNIZED.
7. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:
8. 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. Please note that this meeting is being recorded. In accordance with Roberts Rules of Order, Norco City Council meeting minutes are a record of the actions taken, not what was said. The names of persons who spoke during the public comments section and their topics will be listed on the Minutes. Recordings of meetings may be purchased for a minimal cost by contacting the office of the City Clerk.



MINUTES
CITY OF NORCO
JOINT CITY COUNCIL/HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING WORKSHOP
January 27, 2014
Norco City Hall Conference Rooms A & B
2870 Clark Avenue, Norco, CA 92860



CALL TO ORDER: Mayor Hanna called the Special Meeting to order at 4:00 p.m.

ROLL CALL:

City Council:

Berwin Hanna, Mayor, **Present**

Herb Higgins, Mayor Pro Tem, **Present**

Kathy Azevedo, Council Member, **Present**

Kevin Bash, Council Member, **Present**

Greg Newton, Council Member, **Present**

Historic Preservation Commission:

Su Bacon, Chairman, **Present**

Matthew Potter, Vice-Chairman, **Present**

Linda Dixon, Commission Member, **Absent**

Pat Overstreet, Commission Member, **Present**

Diane Stiller, Commission Member, **Present**

PLEDGE OF ALLEGIANCE: Council Member Azevedo

JOINT CITY COUNCIL/HISTORIC PRESERVATION COMMISSION:

1. DISCUSSION REGARDING AN UPDATE ON THE ARTIFACTS COLLECTION EFFORTS AND POTENTIAL LOCATIONS; THE CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT; AND THE NAVY HISTORIC SURVEY UPDATE AND HISTORIC RESOURCES AT THE NAVY BASE AND THE CALIFORNIA REHABILITATION CENTER. (Bill Wilkman, Historic Preservation Consultant)

Consultant Wilkman presented information regarding the accomplishments of the Historic Preservation Commission (HPC); along with the Pre-1946 Historic Resources Survey which identified and documented commercial properties, institutional properties, natural features, residential properties, farms and semi-rural properties, Norconian, Naval Hospital, equestrian lifestyle, infrastructure, Cityhood, Norconian Weapons Research, and the California Rehabilitation Center.

Consultant Wilkman presented information regarding the ongoing historic collections study. He also presented the goals of the HPC that were not met in the last year, primarily due to the reduction in meetings held. He then presented goals for this year including recognizing the Norconian for WWII and Cold War Significance; public education and outreach; designation of at least one public property; prioritizing the implementation of survey recommendations; and completion of the collections study.

City Manager Okoro stated that the purpose of this session is to bring the City Council and HPC on the same page as far as activities of the HPC and its goals and accomplishments. He added that from staff's perspective, the goal is to see what input the City Council is going to provide to the HPC as far as the collections study, adding that there is a desperate need to find a location for the archives and he would like to hear what the City Council wants to do with that project and provide feedback to staff for resources and time to expend in pursuit of that effort.

Council Member Azevedo stated that it would be great if the HPC can come with a recommendation to the City Council. She commented on the need for public education and outreach, noting that with the City's 50th Birthday events, part of celebration could include a display or opportunity for residents to view the artifacts. She also commented on the historic designation of one public property. In response to that, Consultant Wilkman stated that this designation would come to the Council for final approval, and further noted that this designation would potentially be the Community Center.

Council Member Newton commented on potential locations to store the artifacts, and asked if there are grants available for operation and maintenance of a storage facility. In response, Consultant Wilkman noted there are few grants for that purpose available. HPC Chairperson Bacon added that the biggest concern is where the artifacts are located now.

Mayor Pro Tem Higgins asked what the public education and outreach would accomplish. In response, Consultant Wilkman stated that the information would inform the public regarding the history of Norco and the desire to retain that history. Council Member Higgins commented on his concerns regarding the completion of the collections study and the space required to do so. HPC Vice-Chairperson Potter stated that 1,500 sq. ft. would be required, not including the work space, adding that 2,000-3,000 sq. ft. is most likely the area that will be required. HPC Chairperson Bacon added that the immediate concern is to locate 1,000 sq. ft. to locate and protect the artifacts that are in the current building.

Council Member Bash commented on using a room in the Community Center, noting the need for protection. In response, Director Petree noted that there would be a need to relocate the classes currently held in that building. Council Member Bash noted that a display could be put together in the City Hall lobby. He further commented on the possibility of a location in one of the School District buildings.

Consultant Wilkman presented information regarding the Norconian National Register Considerations including National Register Criteria, surveys completed, resources included in the District, District considerations, and the next steps and options. The Survey Four Addendum is the most current survey completed in December of 2013, which includes a number of shortcomings observed. Consultant Wilkman stated that the next step will be to prepare detailed comments for the State Historic Preservation Officer's (the "SHPO")

consideration and either ask the SHPO to find the survey/evaluation unacceptable and wait for the Navy to respond, or ask the SHPO to find the survey/evaluation unacceptable and to refrain from further evaluation until the City commissions its own survey/evaluation of the property. He commented on the funding for a new survey and the process included. The concentration, linkage and continuity of the features on the property were presented; as well as the criterion design, events and people. Consultant Wilkman stated that there certainly is a case that can be presented for this consideration.

City Manager Okoro stated that the purpose is to get direction from the City Council relating to the response to SHPO and decide if the City will move ahead with its own study and evaluation.

Council Member Azevedo asked how much it would cost to complete the survey. In response, Consultant Wilkman stated that he would work up a budget for that, noting that he would consider completing the project, adding that there is a lot of research already and readily available.

City Manager Okoro asked Consultant Wilkman about the process in hiring a consultant and what impact that study would make and how would it benefit the City compared to what the Navy survey provided. In response, Consultant Wilkman noted that the City could provide its own survey, evaluation and determination of criteria and make a case based on that.

M/S Bash/Azevedo to send a letter to the State Historic Preservation Officer stating that the City will begin the process to complete its own survey putting the Cold War Era and Naval Hospital Era, including the first three years of the California Rehabilitation Center, on the Norconian National Register. The motion was carried by the following roll call vote:

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

M/S Azevedo/Hanna for Consultant Wilkman to proceed with putting together a cost estimate for completing the historic survey. The motion was carried by the following roll call vote:

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

2. ADJOURN THE HISTORIC PRESERVATION COMMISSION: 5:29 p.m.

CITY COUNCIL:

3. CITY COUNCIL PRESENTATION/DISCUSSION REGARDING THE DEVELOPMENT IMPACT FEE CALCULATION AND NEXUS REPORT AND THE MASTER FACILITIES PLAN FOR THE CITY OF NORCO. (Scott Thorpe, Revenue & Cost Specialists, LLC)

City Manager Okoro stated that last year a contract was approved to move forward with this study and report, noting that these are not new fees from the last update that was completed in 2004. He added that the purpose of these fees is to mitigate the impact of new development on City infrastructure.

Mr. Thorpe presented information regarding the Development Impact Fee calculations. He stated that no action is required at this point, adding that a public hearing will be held at a later date to approve the fees. He commented on the value of the infrastructure that provides service to residents and businesses, and that impact fees help maintain the levels of service and are not a penalty or a tax. He reviewed the calculations used for the fees and noted that these fees would be good for about 5 years.

4. PRESENTATION/DISCUSSION REGARDING THE EGG RANCH PROPERTY. (Alere Property Group, LLC)

Mayor Hanna stated that he wanted to make it clear that this proposal has not been discussed with any of the Council Members and is the first time the City Council has seen it.

City Manager Okoro stated that there is no project and nothing to recommend at this time. He added that Alere is presenting a preliminary conceptual plan to develop the property. City Manager Okoro stated that he believes it is wise to bring this preliminary conceptual plan to a study session first, adding that no action is required and feedback is recommended.

Matt Englhard, representing Alere, presented the Norco Egg Ranch Project status and preliminary plan. He noted that Alere has full control of the property to process permits for a set of project entitlements, adding that the escrow is subject to approval of a proposed development. He stated that the project is of a more residential nature with a mixed-use component, adding that they will move forward with a project and the goal is to find a project that the City will appreciate and enjoy. Mr. Englhard presented a preliminary conceptual development plan, including the plan features, retail convenience component, business park component, high density residential component, proposed equestrian center, entry feature and riding trails. He added that there may be another open forum held for interaction with the public.

Council Member Azevedo commented that she likes this plan better than the truck distribution center, adding that this is a great start.

Council Member Newton stated that he has concerns regarding this workshop diminishing the responsibility of City commissions. He commented on his added concerns regarding the high density component and low-income animal keeping. For clarification purposes, Director King stated that the Housing Element only requires that the density be met, making it a more affordable unit. Council Member Newton commented on his concerns that Alere will be the developer and will subcontract out to construct, build and manage it. In response Mr. Enghard stated that they will find a well-recognized residential builder to partner with that has their same philosophy.

Council Member Bash commented on the business park component and his concerns regarding the dense housing. He further commented on his concerns regarding the equestrian center staying in place in years to come.

Mayor Hanna commented on his concerns with the property ingress and egress and the speed limit on Mountain Avenue. In response, Water/Sewer Manager Thompson stated that a traffic study would be required to be completed that would address those concerns.

5. PUBLIC COMMENTS:

Glen Hedges. Mr. Hedges asked if this is a gated community. In response, Mr. Enghard stated that is not currently planned. Mr. Enghard also responded that the horse trails would be maintained by the HOA fees paid.

Pat Hedges. Ms. Hedges commented that this would not necessarily require stacked apartments, noting 0 lot lines.

Karen Leonard. Ms. Leonard commented on the high density residential townhomes or condos proposed.

Bob Leonard. Mr. Leonard commented on the current Municipal Code requiring ½ acre lots, adding that this would open up a can of worms with low density housing. In response, Director King stated that the difference is this is controlled by the specific plan.

Bobbie Pope. Ms. Pope commented on the perimeters of the ½ acre lots and what would happen to those living in the homes currently located on those lots. In response, Mr. Enghard stated that the residents are all renters. Ms. Pope asked if there are plans with the high density component to widen the streets. In response, Water/Sewer Manager Thompson stated that conditions would be placed on streets, signals, etc. Ms. Pope further commented on the low density homes and the cost of an equestrian center.

Geoff Kahan. Mr. Kahan asked about the property located north and south of the proposed equestrian center that is not a part of the project and if it will stay the same as today. In response, Mr. Enghard stated that the project is going to have a positive influence on other properties, as their value will improve. Mr. Kahan asked what the high density requirement is. In response, Director King noted that the requirement is 20 minimum per acre, adding that anything below does not meet the housing element. Mr. Kahan further commented about potential assisted living and what financial impact there would be from that.

Ed Dixon. Mr. Dixon asked about the convenience retail on Mountain/Second and if an exit to the back could be constructed for traffic flow. He also commented on the L shape business park and truck docks. In response, Mr. Enghard stated that they would all be ground level docks.

Ted Hoffman. Mr. Hoffman asked about the Gateway Specific Plan and if residential is allowed and if not, will that require a zone change. In response, Mr. Enghard stated that this project will require a specific plan amendment and general plan amendment along with a full environmental and associated studies, all completed by Alere. Mr. Hoffman commented on a past Joint City Council/Planning Commission meeting at which time it was the Council's direction to update the specific plan, adding that to date this has not been done. In response, Mr. Enghard stated that is what they do and they pay for the studies.

Lance Gregory. Mr. Gregory commented on his concerns regarding the existing owners of the homes affected. He also asked if the First Street flood channel would be impacted. In response, Mr. Enghard stated that it would be improved, noting some historic value around the site.

IN CONCLUSION: City Manager Okoro stated that this workshop will not take away from the processes that will be required, as all submitted projects will go through the Planning Commission and the regular process. He added that this was an informational session for Alere to get feedback to plan the project.

6. **ADJOURNMENT:** There being no further business to come before the City Council, Mayor Hanna adjourned the meeting at 7:25 p.m.

BRENDA K. JACOBS, CMC
CITY CLERK



MINUTES
CITY OF NORCO
CITY COUNCIL

February 5, 2014

City Council Chambers
2820 Clark Avenue, Norco, CA 92860



-
- CALL TO ORDER:** Mayor Hanna called the meeting to order at 7:00 p.m.
- ROLL CALL:** Berwin Hanna, Mayor, **Present**
Herb Higgins, Mayor Pro Tem, **Present**
Kathy Azevedo, Council Member, **Present**
Kevin Bash, Council Member, **Present**
Greg Newton, Council Member, **Present**
- PLEDGE OF ALLEGIANCE:** Council Member Bash
- INVOCATION:** Beacon Hill Assembly of God
Pastor Rene Parish
- INTRODUCTION:** Lt. Hedge introduced Sgt. Mike Portillo
- CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:**
- CITY COUNCIL COMMUNICATIONS / REPORTS ON REGIONAL BOARDS AND COMMISSIONS:**

Council Member Bash:

 - Reported that the film festival was a great success and there was a lot of positive response from it. He thanked everyone for their support.

Council Member Newton:

 - Reported on the Western Riverside County Regional Wastewater Authority ("WRCRWA") meeting he attended, noting that the treatment plant expansion project is approximately 97% complete, adding that more information will be provided in the mid-year budget.

Council Member Azevedo:

- Reported on the City's 50th Birthday celebration activities, noting the March events that will be held -- NHA Casino Night to be held on March 15th and the March 27th State of the City Address at Nellie Weaver Hall.
- Reported on the WRCOG meeting she attended, noting that almost the entire meeting was devoted to "Set Ontario Free" in support of the Ontario Airport.

Mayor Hanna:

- Reported on the RCTC Workshop he attended in Palm Springs and the items discussed.
- Commented on the RTA meeting he attended and the items discussed, including the addition of busses.
- Commented on the Arabian Show held in Norco and commended the Parks and Recreation Department for booking these types of events in Norco.

2. CITY COUNCIL CONSENT ITEMS:

Council Member Newton pulled Item 2.E. for discussion.

M/S Azevedo/Bash to adopt 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, HIGGINS, NEWTON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

- A. City Council Minutes:
Regular Meeting of January 15, 2013
Recommended Action: **Approve the City Council Minutes** (City Clerk)
- B. Procedural Step to Approve Ordinance after Reading of Title Only.
Recommended Action: Approval (City Clerk)
- C. Appointment of Mayor Pro Tem Higgins to Serve as the City's Delegate at the Southern California Association of Government (SCAG) General Assembly to be Held on May 1 – 2, 2014. **Recommended Action: Approval** (City Clerk)
- D. Acceptance of the 2013/14 Equestrian Trail Fencing Project as Complete.
Recommended Action: Accept the 2013/14 Equestrian Trail Fencing Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside. (Director of Public Works)

- E. Approval of Additional Appropriation and Changes in Contract Amounts and Acceptance of the Hamner Avenue Widening Project as Complete. **Recommended Action: Adopt Resolution No. 2014-02, appropriating funds in the amount of \$288,301 for completion of the Hamner Avenue Widening Project; approve changes to the contracts, and accept the Hamner Avenue Widening Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside. (Director Public Works) PULLED FOR DISCUSSION**
- F. Approval of a Contract with Pixelpushers, Inc. DBA Civica Software to Redesign, Upgrade and Integrate a New Look and Feel to the City's Website. **Recommended Action: Approve the contract with Pixelpushers, Inc. DBA Civica Software in an amount not-to-exceed \$36,000 and authorize the City Manager to execute the contract. (City Manager)**

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

Item 2.E. Approval of Additional Appropriation and Changes in Contract Amounts and Acceptance of the Hamner Avenue Widening Project as Complete.

Council Member Newton asked if the funding for the construction of the causeway under Hamner Avenue was a joint effort with Balboa and Jurupa. In response, Director Askew stated that this is not a shared cost, as it serves a dual purpose as flood relief. Council Member Newton commented on his concerns regarding the authorized funds allocated for change orders to construct a storm drain connection and installation of a gasline sleeve at the intersection of Citrus for the benefit of the Silverlakes property to be reimbursed to the City by Balboa. In response, Director Askew stated that the City paid the contractor and will be reimbursed from Balboa for that same amount of money. Council Member Newton further commented on his concerns with extending the money before receipt of the reimbursement from Balboa. Director Petree added that the invoice was sent to Balboa on January 29, 2014 for the full amount and further noted that the invoice is net 30 days.

M/S Higgins/Azevedo to adopt Resolution No. 2014-02, appropriating funds in the amount of \$288,301 for completion of the Hamner Avenue Widening Project; approve changes to the contracts, and accept the Hamner Avenue Widening Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside. The motion was carried by the following roll call vote:

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

4. LEGISLATIVE MATTERS:

- A. **Zone Code Amendment 2013-16 (City):** A request to amend Title 18 (Zoning) of the Norco Municipal Code regarding the definitions and/or regulations for second units, emergency shelters, transitional housing, and supportive housing in accordance with State Government Code requirements. **Recommended Action: Adopt Ordinance No. 969.** (City Clerk)

M/S Higgins/Bash to adopt Ordinance No. 969. The motion was carried by the following roll call vote:

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

- B. **Code Change 2013-05 (City):** Code Change 2013-05 (City of Norco): Adding Section 9.95 "Reasonable Accommodations" to the Norco Municipal Code. **Recommended Action: Adopt Ordinance No. 970.** (City Clerk)

M/S Higgins/Bash to adopt Ordinance No. 970. The motion was carried by the following roll call vote:

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

5. PUBLIC COMMENTS:

Jodie Webber. Ms. Webber thanked the Council for responding to her concerns regarding the crime in the Norco hills. She asked the Council to keep priorities in mind throughout the upcoming budget workshops regarding the spending of tax dollars, noting the increase in crime. She noted that there may be more crime going on than what has been recorded by the Sheriff's Department.

Ted Hoffman. Mr. Hoffman commented on the last update provided on the Silverlakes project, noting the comments made by Mr. Brandes. He added that as residents, they deserve to know what is going on.

Gary Roquet. Mr. Roquet spoke representing his neighborhood and thanked the Council for the installation of the new stop sign on Willow.

Robin Grundmeyer. Ms. Grundmeyer commented on Governor Brown's cut of Agricultural Education Grants in California. She noted that they are working with local legislators, and added that the Corona-Norco Unified School District has stated that they will fully fund the program in Norco. She further asked that the City Council adopt a resolution encouraging the Governor and all members of the California State Legislature to support high-quality Agricultural Education in California through continued funding of the Agricultural Education Incentive Grant program. Ms. Grundmeyer also commented on the FFA Barn Dance that will be held on February 22 and invited the Council to attend.

6. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS:

Director Petree:

- Commented on the AYSO t-shirts given to the Council, noting that the City's 50th Birthday was added to the T-shirts.
- Commented on the Memorial Bricks that are now on sale, noting the link to order them from the City's website.

Mayor Hanna:

- **M/S Hanna/Higgins to agendize a discussion regarding gourmet food trucks. The motion was carried by the following roll call vote:**

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

- Asked Director Petree to send weekly updates on the Veterans Memorial.

Council Member Bash:

- Inquired when paving would be done on Hillside. In response, Director Askew stated that the limits will be changed a little to get it done and providing there is no rain, it will be completed next week Wednesday and Thursday, and into Friday if necessary.
- **M/S Bash/Higgins to agendize an item to annually designate April 16th as George Alan Ingalls Day in the City of Norco in memory of his death and fly the flag at half-mast. The motion was carried by the following roll call vote:**

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

Mayor Pro Tem Higgins:

- Inquired about the trail on Kips Korner where a tree is growing in the horse trail and riders cannot get by. In response, Water/Sewer Manager Thompson stated that he has been in communication with Edison who maintains those trees and will look into it.

- Inquired if a building has been located for the housing of the archives. In response, Director Petree stated that there are some options and they will be brought back to the Council in March.

Council Member Newton:

- Noted that the trail installation on Valley View and Willow was professionally done.
- Commented on the paving on Hillside and Center and asked what the project included. In response, Director Askew stated that the project was required to only fix the trench line, but she asked for additional paving so it would be done correctly.
- Noted that hopefully tomorrow the Corydon building will be delivered and then installed next week, to bring the project to completion.

Council Member Azevedo:

- Stated that the Exclusive Refuse Franchise Agreement Ad-Hoc Committee has concluded its work and will present its findings to the Council at a future study session.

7. FUTURE STUDY SESSION ITEMS – INFORMATION ONLY:

- Goal Setting – Pre Budget Workshop
- Trails and Trail Materials
- Water System Management

8. ADJOURNMENT: There being no further business to come before the City Council, Mayor Hanna adjourned the meeting at 7:48 p.m.

BRENDA K. JACOBS, CMC
CITY CLERK



**RECAP OF ACTIONS TAKEN
CITY OF NORCO
PLANNING COMMISSION**



**CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
REGULAR MEETING
FEBRUARY 12, 2014**

CALLED TO ORDER: 7:00 p.m.

ROLL CALL: Chair Hedges, Vice Chair Leonard, Commission Members Henderson, Hoffman; Commission Member Jaffarian absent.

STAFF PRESENT: Planning Director King, Senior Planner Robles, Public Works Director Askew and Deputy City Clerk Germain

PLEDGE OF ALLEGIANCE: Commission Member Hoffman

1. APPEAL NOTICE: Read by staff

2. PUBLIC COMMENTS: NONE

3. APPROVAL OF MINUTES:

❖ Minutes of Regular Meeting on January 8, 2014.
Recommended Action: Approval (Deputy City Clerk)
Action: Approved, 4-0.

4. PUBLIC HEARINGS:

- A. Zone Code Amendment 2013-17 (DeKruyf Family Trust): A proposal to amend Title 18 (Zoning) of the Norco Municipal Code, Chapter 18.15 (R-1 Residential Single-Family) to add R-1-7.2 as a new sub-zone in Section 18.15.04. Recommended Action: Approval (Planning Director)
*Recommended denial, 3-1 (Henderson opposing denial). This item requires action by the City Council and will be advertised for the March 5, 2014 meeting.***
- B. Zone Change 2013-02/General Plan Amendment 2013-02 (DeKruyf Family Trust): A proposal to change the zoning from C-G (Commercial General) to R-1-7.2 (R-1 Single-Family Residential) including the associated change to the General Plan Land Use designation from CC (Commercial Community) to RL**

AGENDA ITEM 2.C.

5. BUSINESS ITEMS:

- A. Site Plan 2013-28 (Resort Style Pools): A request for approval to allow an accessory building consisting of a 361 square-foot freestanding patio cover at 1055 Big Pine Lane located within the NHSP (Norco Hills Specific Plan) Recommended Action: Approval (Senior Planner)

Approved, 4-0. This action is final unless appealed to the City Council.

- B. Site Plan 2013-27 (Viramontes): A request for approval to allow two accessory building consisting of a 576 square-foot storage/workshop building with an attached 122 square-foot covered porch, and an 864 square-foot covered corral/stable at 2348 Valley View Avenue located within the A-1-20 (Agricultural Low-Density) Zone. Recommended Action: Approval (Senior Planner)

Approved, 4-0 with added conditions to: 1) remove all interior walls except a wall around a bathroom that is only large enough for a sink and a toilet, 2) not provide smoke or carbon monoxide detectors, 3) add a garage door. This action is final unless appealed to City Council.

- C. Site Plan 2014-01 (Torres): A request for approval to allow two accessory building consisting of a 624 square-foot horse stall building, and a 528 square-foot patio cover at 3441 Hillside Avenue located within the A-1-20 (Agricultural Low-Density) Zone. Recommended Action: Approval (Senior Planner)

Presented with Agenda Item 4.D.

Approved, 4-0 with added condition to remove, with proper permits, the existing 5-stall barn prior to finalization of building permits for all buildings.

- D. Site Plan 2013-3, Modification 1 (Norco Retail Group LLC): A request to modify the approved site plan to allow a 1,290 square-foot steel forage building to be placed in the outdoor retail yard at 2195 Hamner Avenue located within the C-G (Commercial General) Zone. Recommended Action: Approval (Planning Director)

Approved, 4-0 with added architectural treatments including a metal awning and red trim along the top of the wall on the west side of the accessory building to match the architecture of Tractor Supply Co. This action is final unless appealed to the City Council.

- E. Sign Permit 2014-04 (Site Plan 2013-3, Norco Retail Group LLC): A request for a monument sign that exceeds the maximum allowed height at 2195 Hamner Avenue located within the Auto Mall Specific Plan. Recommended Action: Approval (Planning Director)

Approved, 4-0. This action is final unless appealed to the City Council.

- F. Site Plan 2014-06 (Gates): A request for approval to allow an accessory building consisting of a 400 square-foot detached garage at 4096 Temescal Avenue located within the A-1-20 (Agricultural Low-Density) Zone. Recommended Action: Approval (Senior Planner)

Approved, 4-0. This action is final unless appealed to City Council.

6. CITY COUNCIL MINUTES: ***Received and filed.***

- City Council Regular Meeting Minutes of December 18, 2013
- City Council Regular Meeting Minutes of January 15, 2014

7. PLANNING COMMISSION:

- A. Oral Reports from Various Committees
- B. Request for Items on Future Agenda (within the purview of the Commission)
- C. Discuss setting of Planning Commission Workshop (Planning Director)

Set a Planning Commission workshop meeting for February 26, 2014 to discuss: 1) whether there should be different levels of consequences for building violations regarding accessory structures on construction that has occurred since the new regulations for accessory structures went into effect as opposed to those that occurred prior to the new regulations, 2) other items to be determined.

8. ADJOURNMENT: 10:35 p.m.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

DATE: February 19, 2014

SUBJECT: Fiscal Year 2014 Second Quarter Budget Performance Report

RECOMMENDATION: Staff recommends that the City Council receive and file the Fiscal Year 2014 second quarter budget performance report.

SUMMARY: One of the Department's annual goals is to inform the City Council timely on actual operating budget results relative to the annual adopted budget. This report provides information on how actual results through December 31, 2013 compare to the adopted budget. Any significant variances identified as a result of reviewing/analyzing the budget performance through December 31, 2013 has been recommended as a mid-year budget amendment. This report also provides budget to actual information on the City's five Landscape Maintenance Districts.

BACKGROUND/ANALYSIS: As part of revenue and expenditure reporting and monitoring program, staff has provided the City Council with quarterly budget performance reports since Fiscal Year 2004. This report provides information as of the second quarter ended December 31, 2013. As a result of timing differences, the first six months of actual recorded data may not be reflective of what the year-end numbers are likely to be at June 30, 2014. However, these numbers have been analyzed in conjunction with other historic and currently available data through the first week of February 2014 in order to identify material variances from the adopted budget.

Attachment 1 provides a summary of revenues and expenditures for each operating fund through December 31, 2013.

General Fund Revenues

Including the effects of timing differences, the following variances have been identified between adopted budget and actual results through December 31, 2013. These variances are being incorporated as part of the mid-year budget amendments.

- **Property Tax:** The low percentage of property tax revenue received as of December 31, 2013 is due to the uneven distribution of property tax receipts during the fiscal year. The bulk of property tax revenues are received in the months of January and May of each year. Based on the most recent assessed value and receipt information from the County, it is anticipated that actual property tax receipts by year-end will be slightly higher than the amount in the adopted budget. Appropriate budget adjustment has been recommended.

Agenda Item 2.D.

- **Sales Tax:** There is usually a time lag between when sales transactions occur and the time the City receives payment from the state. Additionally, 25% of total projected sales tax revenues are received over two installments in January and June. Based on actual sales tax receipts through January 15, 2014 and known future receipts under the "triple flip" arrangement, sales tax revenue for the year is tracking ahead of budget. Appropriate adjustments have been included in the mid-year budget amendment.
- **Motor Vehicle In-Lieu Fees (MVLFF):** The low percentage of the budget received as of December 31, 2013 is due to the implementation of the "Triple Flip". Under this arrangement, the allocation of MVLFF is paid with property tax. The first installment of the replacement property was received during the first week of February 2014. Based on the amount of the first installment receipt, MVLFF actual receipts is expected to be higher than budget. Appropriate adjustment has been recommended for mid-year budget adjustment.
- **Other Taxes:** The other taxes category which includes public safety sales tax, property transfer tax, bed tax and business license tax are tracking slightly ahead of budget due better performance in the collection of business license tax. Recommended adjustments have been included in the mid-year budget amendment report.
- **Franchise Fees:** Significant amount of the revenues in this category are from electric and gas franchises which are received once a year. The City is yet to receive any payment for electric or gas franchise fees. Refuse franchise revenues are received monthly while cable TV franchises are received quarterly. Based on all available information through January, staff believes that the adopted budget numbers should remain unchanged.
- **Intergovernmental Revenues:** Intergovernmental revenues which consist of crossing guard reimbursement and senior funding from the City of Corona are expected to be in line with the adopted budget.
- **Interest/Lease Income:** Actual receipts from this revenue category which includes interest income, library lease, communication site leases and the Silverlakes Lease through December 31, 2013, indicates that cell sites revenues will be below budget due to contract cancellation by T-Mobile.
- **Community Development Fees:** Planning and building revenues are tracking ahead of budget due to increased building activities. Engineering revenues are tracking slightly below budget. Necessary adjustments have been recommended in the mid-year budget amendment report.
- **Community Services/Recreation:** Community services revenues are tracking in line with the adopted budget.

- **Overhead Reimbursements/Transfers:** Overhead reimbursements are expected to be below budget due to early receipt in Fiscal Year 2013 of overhead reimbursement for the City to serve as Successor Entity to the former Redevelopment Agency. The mid-year budget amendment reflects the appropriate budget reduction.

General Fund Expenditures

Overall General Fund expenditures are tracking to the adopted budget. As shown on attachment A, expenditures in the Sheriff's Department are below budget as of December 31, 2013 because County billing for contract services usually lag behind by at least 30 days. Similarly, Cal Fire costs are paid on a quarterly basis and usually lag behind several months. Through December 31, 2013, the City has only paid for Cal Fire costs incurred through September 30, 2013.

Water Fund Revenues and Expenditures

Based on recorded data to date, Water Fund expenditures and revenues are tracking to the adopted budget numbers. However, expenditures can be volatile due to purchased water costs which can change rapidly due to operating conditions. Revenues can also change quickly due to changes in weather conditions which affects consumption. Sewer Fund revenues and expenditures are tracking within budget except for anticipated cost pass-through from WRRCRWA which will be included in the mid-year budget amendment report.

Other City Funds

This second quarter report also provides summary information on CDBG, Gas Tax, NPDES and Miscellaneous Grant Funds. The lower than anticipated receipt in the Gas Tax Fund is due to delay by the state in making payments. The City has received only four months allocation as of December 31, 2013. NPDES expenditures are tracking to budget. The lower than anticipated revenue received through December for the NPDES Fund is due to the timing of property tax payments from the County.

Landscape Maintenance Districts

Through meetings and other discussions with residents of Landscape Maintenance Districts (LMDS) in 2012, it was agreed between staff and residents that quarterly budget to actual reports on the LMDS would help residents to better understand how LMD assessment receipts are expended. Attachment B provides a budget to actual comparison of each district's revenues and expenditures through December 31, 2013. The quarterly budget to actual report is also intended to assist staff to better monitor and control costs to ensure expenditures are within amounts approved and levied to homeowners.

As of December 31, 2013, no revenues have been received for any of the districts. The first installment of the assessments was received during the first week of February 2013. Based on the amounts received for the first installment for each of the districts, staff believes that budgeted revenue numbers would be achieved by the end of the fiscal year. Actual expenditure amounts shown for each district represent costs that have been paid through December 31, 2013. These costs are typically lower than actual

costs incurred due to time lag between when services are provided by contractors and the time their invoices are submitted and paid. Attachment B provides detail expenditure data for each district through December 31, 2013.

FISCAL IMPACT: This report is informational. Budget changes identified as a result of the second quarter budget to actual review are being included in the mid-year budget amendment staff report.

Attachment: Budget and Actual Comparative Analysis – Attachment A
Budget to Actual LMDS – Attachment B

**City of Norco
Budget to Actual Report
For the Two Quarters Ended December 31, 2013**

	Adopted Budget	Amended Budget	Year to Date Actual	Remaining Budget
<u>GENERAL FUND</u>				
<u>REVENUES</u>				
Property taxes	1,385,763	1,385,763	387,716	998,047
Sales taxes	4,973,276	4,973,276	1,388,499	3,584,777
Motor vehicle license fees	1,968,906	1,968,906	11,612	1,957,294
Other taxes	800,179	800,179	474,020	326,159
Franchise Fees	1,012,500	1,012,500	246,627	765,873
Intergovernmental	47,833	47,833	17,414	30,419
Fines and Penalties	59,450	59,450	55,390	4,060
Interest income/Lease	531,759	531,759	254,312	277,447
Community Development fees	368,619	368,619	279,631	88,988
Community Services/Recreation	810,923	810,923	343,023	467,900
Other revenues	1,105,395	1,105,395	734,587	370,808
Administrative Overhead/Operating Transfers	1,710,307	1,710,307	699,707	1,010,600
Total revenues	<u>14,774,910</u>	<u>14,774,910</u>	<u>4,892,538</u>	<u>9,882,372</u>
<u>EXPENDITURES</u>				
City Council	100,424	100,424	45,988	54,436
City Attorney	220,000	220,000	71,008	148,992
City Clerk	268,351	268,351	106,203	162,148
City Manager	265,663	265,663	38,618	227,045
Economic Development	77,105	77,105	58,137	18,968
Code Enforcement	170,543	170,543	32,939	137,604
Recreation	739,906	739,906	330,322	409,584
Special Events	-	-	17,622	(17,622)
Youth & Teen	289,132	289,132	103,019	186,113
Park Maintenance	519,922	519,922	229,641	290,281
Senior Citizens	166,016	166,016	65,956	100,060
Public Buildings	694,645	694,645	291,656	402,989
Animal Control	575,835	575,835	255,155	320,680
Community Development	348,366	348,366	151,023	197,343
Building & Safety	227,397	227,397	110,338	117,059
Engineering	193,622	193,622	104,200	89,422
Inspection	35,173	35,173	16,219	18,954
Parkway Maintenance	61,649	61,649	20,894	40,755
CAL Fire	3,339,357	3,339,357	785,247	2,554,110
Norco Animal Rescue	2,456	2,456	2,471	(15)
Sheriff	4,391,160	4,391,160	1,257,918	3,133,242
Citizens on Patrol	15,356	15,356	14,768	588
Crossing Guards	55,666	55,666	24,175	31,491
Administrative	648,338	648,338	324,028	324,310
Non-Departmental	1,749,978	1,749,978	693,092	1,056,886
Total Expenditures	<u>15,156,060</u>	<u>15,156,060</u>	<u>5,150,637</u>	<u>10,005,423</u>
Net revenues (under) over expenditures	<u>(381,150)</u>	<u>(381,150)</u>	<u>(258,099)</u>	

**City of Norco
Budget to Actual Report
For the Two Quarters Ended December 31, 2013**

	Adopted Budget	Amended Budget	Year to Date Actual	Remaining Budget
<u>CDBG</u>				
Revenues	150,909	150,909	-	150,909
Expenditures	150,909	150,909	-	150,909
Net revenues over (under) expenditures	-	-	-	
<u>WATER FUND</u>				
Revenues	9,644,257	9,644,257	4,707,959	4,936,298
Expenditures	9,185,012	9,185,012	3,557,196	5,627,816
Net profit (loss)	459,245	459,245	1,150,763	
<u>SEWER FUND</u>				
Revenues	5,538,058	5,538,058	2,485,178	3,052,880
Expenditures	4,810,090	4,810,090	1,802,757	3,007,333
Net profit (loss)	727,968	727,968	682,421	
<u>GAS TAX</u>				
Revenues	801,779	801,779	280,245	521,534
Expenditures	564,475	564,475	203,649	360,826
Net revenues and expenditures	237,304	237,304	76,596	
<u>NPDES FUND</u>				
Revenues	89,200	89,200	12,502	76,698
Expenditures	120,505	120,505	55,891	64,614
Net revenues and expenditures	(31,305)	(31,305)	(43,389)	
<u>MISCELLANEOUS GRANTS</u>				
Revenues	184,915	184,915	55,456	129,459
Expenditures	184,916	184,916	77,751	107,165
Net revenues and expenditures	(1)	(1)	(22,295)	
<u>LANDSCAPE MAINTENANCE DISTRICTS</u>				
Revenues	761,927	761,927	-	761,927
Expenditures	733,904	733,904	291,517	442,387
Net revenues and expenditures	28,023	28,023	(291,517)	

City of Norco, California
Landscape Maintenance District Revenues & Expenses
For the Quarter Ended December 31, 2013

	FY 2014 Amended Budget	Actuals at December 31, 2013
District #1 - Beazer Homes		
LMD # 1 Assessments	9,730.00	-
Total Revenues	<u>9,730.00</u>	<u>-</u>
Expenditures		
Observation	1,124.00	622.00
Utilities	2,682.00	1,731.00
Landscape Maintenance	2,815.00	1,135.00
Contractual	1,400.00	1,400.00
Administrative Overhead	560.00	278.00
Admin Fees-Property Taxes	150.00	-
Incidentals	290.00	-
Operating Contingency	550.00	-
Total Expenditures	<u>9,571.00</u>	<u>5,166.00</u>
Net Revenues Over (Under) Expenditures	<u>159.00</u>	<u>(5,166.00)</u>
District #2 - Norco Estates		
LMD # 2 Assessments	112,045.00	-
Total Revenues	<u>112,045.00</u>	<u>-</u>
Expenditures		
Observation	5,619.00	3,109.00
Trail Maintenance	5,000.00	-
Utilities	45,763.00	26,804.00
Landscape Maintenance	33,185.00	11,530.00
Wet Lands Area	1,030.00	-
Park Maintenance	9,525.00	-
Contractual	2,500.00	2,363.00
Administrative Overhead	7,559.00	3,779.00
Admin Fees-Property Taxes	230.00	-
Incidentals	216.00	-
Operating Contingency	1,418.00	-
Total Expenditures	<u>112,045.00</u>	<u>47,585.00</u>
Net Revenues Over (Under) Expenditures	<u>-</u>	<u>(47,585.00)</u>

City of Norco, California
Landscape Maintenance District Revenues & Expenses
For the Quarter Ended December 31, 2013

	FY 2014 Amended Budget	Actuals at December 31, 2013
District #3 - Centex		
LMD # 3 Assessments	79,737.00	-
Total Revenues	<u>79,737.00</u>	<u>-</u>
Observation	4,496.00	2,487.00
Trail Maintenance	5,825.00	2,302.00
Utilities	32,717.00	15,776.00
Landscape Maintenance	28,219.00	11,180.00
Contractual	2,000.00	1,805.00
Administrative Overhead	4,824.00	2,412.00
Admin Fees-Property Taxes	230.00	-
Incidentals	91.00	-
Operating Contingency	1,335.00	-
Total Expenditures	<u>79,737.00</u>	<u>35,962.00</u>
Net Revenues Over (Under) Expenditures	<u>-</u>	<u>(35,962.00)</u>
District #4 - Norco Ridge Ranch		
LMD # 4 Assessments	514,094.00	-
Total Revenues	<u>514,094.00</u>	<u>-</u>
Observation	7,867.00	4,352.00
Trail Maintenance	71,667.00	28,900.00
Tree Replacement	5,000.00	-
Utilities	143,159.00	81,045.00
Landscape Maintenance	119,288.00	49,908.00
Natural Open Space	11,000.00	-
Wet Lands Area	5,000.00	-
Contractual	3,600.00	5,523.00
Administrative Overhead	29,244.00	14,622.00
Admin Fees-Property Taxes	382.00	-
Incidentals	130.00	-
Operating Contingency	17,757.00	-
Storm Sewer Lines	75,000.00	-
Total Expenditures	<u>489,094.00</u>	<u>184,350.00</u>
Net Revenues Over (Under) Expenditures	<u>25,000.00</u>	<u>(184,350.00)</u>

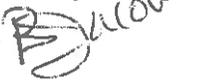
City of Norco, California
Landscape Maintenance District Revenues & Expenses
For the Quarter Ended December 31, 2013

	FY 2014 Amended Budget	Actuals at December 31, 2013
District #5 - KB Homes		
LMD # 5 Assessments	46,321.00	-
Total Revenues	46,321.00	-
Observation	3,372.00	1,865.00
Trail Maintenance	7,092.00	2,892.00
Utilities	9,415.00	5,076.00
Landscape Maintenance	15,473.00	4,842.00
Contractual	2,500.00	2,370.00
Administrative Overhead	2,813.00	1,409.00
Admin Fees-Property Taxes	139.00	-
Incidentals	191.00	-
Operating Contingency	2,462.00	-
Total Expenditures	43,457.00	18,454.00
Net Revenues Over (Under) Expenditures	2,864.00	(18,454.00)

**CITY OF NORCO
STAFF REPORT**

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Brenda K. Jacobs, City Clerk 

DATE: February 19, 2014

SUBJECT: Resolution Amending and Approving the City's Conflict of Interest Code Applicable to Designated Employees Pursuant to the Political Reform Act of 1974

RECOMMENDATION: Adopt **Resolution No. 2014-03**, amending the City's Conflict of Interest Code.

SUMMARY: Every two years the City Council is required to review and update its Conflict of Interest Code. Staff is recommending some non-substantive amendments to the City's Conflict of Interest Code in order to revise the listing of designated City positions as stated in the resolution.

BACKGROUND/ANALYSIS: In keeping with state law under the Political Reform Act of 1974, it is necessary to update the listing of designated City positions required to file the Form 700 Statement of Economic Interest. The code must specifically list positions that make or participate in making decisions. Typically, positions that involve voting on matters, negotiating contracts, or making recommendations on purchases without substantive review must be included in codes. Positions listed in Government Code Section 87200 (i.e. City Councilmembers, Planning Commissioners) are not required to be included, because these positions automatically file Form 700.

The proposed resolution reflects the designated City positions and disclosure categories and some minimal non-substantive amendments have been made to reflect position title changes. Following the adoption of the resolution, it will be sent to the Fair Political Practices Commission for its review and approval.

Attachments: Resolution No. 2014-03

RESOLUTION NO. 2014-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, AMENDING AND APPROVING THE CITY'S CONFLICT OF INTEREST CODE APPLICABLE TO DESIGNATED EMPLOYEES PURSUANT TO THE POLITICAL REFORM ACT OF 1974

WHEREAS, the Political Reform Act, Government Code Sections 8100 et seq., requires every state or local government agency to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the City Council of the City of Norco, California, at its regular meeting of February 15, 2012, adopted Resolution No. 2012-11 updating its Conflict of Interest Code; and

WHEREAS, after conducting a biennial review of the list of designated positions and due to changes in the City's organizational structure, it has been determined that Exhibit "A" requires non-substantive amendments and Exhibit "B" remains unchanged.

NOW, THEREFORE, the City Council of the City of Norco, California, hereby resolves as follows:

SECTION 1: Resolution No. 2012-11 is hereby repealed in its entirety.

SECTION 2: The City of Norco's Conflict of Interest Code incorporates the Fair Political Practices Commission Regulation 18730 by reference.

SECTION 3: DESIGNATED CITY POSITIONS AND DISCLOSURE CATEGORIES. Exhibit "A" lists the amended designated positions included in the Conflict of Interest Code and is attached hereto.

SECTION 4: DISCLOSURE CATEGORIES. Exhibit "B" lists the disclosure categories included in the Conflict of Interest Code and is attached hereto.

SECTION 4: EFFECTIVE DATE. This Resolution shall become effective immediately upon approval by the City Council of the City of Norco.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on February 19, 2014.

Mayor of the City of Norco, California

ATTEST:

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

I, BRENDA K. JACOBS, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on February 19, 2014 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 February 19, 2014.

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

/bj-79989

EXHIBIT "A"
DESIGNATED CITY POSITIONS AND DISCLOSURE CATEGORIES

For purposes of disclosure, all positions listed are governed by the Code Provisions of Chapter 7, Article 2, of the Political Reform Act of 1994. Note that positions listed in Government Code Section 87200 (i.e. City Councilmembers and Planning Commission Members) are not required to be included, because these positions automatically file Form 700.

Accountant

City Attorney

City Clerk

City Engineer (Consultant)

City Manager

City Treasurer

Consultants who act in a staff capacity with the City, and in that capacity perform the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a designated position in the City's Conflict of Interest Code.

Disclosure required at the same level as the comparable designated position identified elsewhere in this Code.

Deputy City Attorney

Director of Finance

Economic Development Advisory Council

Historic Preservation Commission

Human Resources Analyst

IT Manager

Oversight Board of the Successor Agency
To the Norco Community Redevelopment Agency

Parks & Public Buildings Maintenance
Supervisor

Parks, Rec. & Community Services
Commission

Parks, Rec. & Community Services Director

Planning Director

Public Works Director

Public Works Superintendent

Street, Trails & Utilities Commission

Superintendent of Animal Control &
Equestrian Services

Superintendent of Rec. & Community Services

Water/Sewer Manager (Consultant)

EXHIBIT "B"

DISCLOSURE CATEGORIES

1. Real property within the City or two miles thereof.
2. Construction and building materials, and construction equipment parts and service.
3. Engineering, surveying and architectural services and supplies.
4. Real estate development.
5. Office equipment and supplies.
6. Computer hardware and software, and computer services.
7. Equipment rental.
8. Newspapers and printing.
9. Banks and Savings and Loans.
10. Pipes, valves, pumps, motors, meters or other water system materials, parts or equipment.
11. Sewer system chemicals or supplies, including chlorine and other such chemicals.
12. Petroleum products and supplies.
13. Public utilities and mutual water companies.
14. Title insurance and escrow companies or services.
15. Employment and manpower agencies.
16. Insurance and insurance services including brokers and agencies.
17. Safety equipment and supplies.
18. Motor vehicles, parts and service.
19. Fire prevention and firefighting equipment, supplies and services.
20. Private investigation or protection related agencies, equipment and services.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Brenda K. Jacobs, City Clerk

DATE: February 19, 2014

SUBJECT: Resolution in Support of High-Quality Agricultural Education in California through Continued Funding of the Agricultural Education Incentive Grant Program

RECOMMENDATION: Adopt **Resolution No. 2014-04**

SUMMARY: At its meeting held on February 5, 2014, the City Council received a request from Robin Grundmeyer, representing the Norco High School Agriculture Department, to adopt a resolution supporting the continued state funding of Agricultural Education Incentive Grants. Ms. Grundmeyer provided the proposed resolution for the City Council's review and adoption.

BACKGROUND/ANALYSIS: Governor Jerry Brown's budget proposal released on January 9 did not include the funding for the Agricultural Education Incentive Grant. The Agriculture Grants provided matching funds to districts that met certain state standards in agriculture education, including classroom instruction, supervised agricultural projects such as raising livestock and leadership training through FFA. Instead, his plan put that money into the same pot that will pay for all school programs – from classroom instruction to school building maintenance, marching band, athletics and after-school tutoring – depending on the priorities set by school districts.

Ms. Robin Grundmeyer, representing the Norco High School Agriculture Department, attended the February 5, 2014 City Council Meeting and under public comments, requested that the City Council adopt a resolution in support of funding for this Grant. She stated that the Corona-Norco Unified School District has committed to fully fund the program at Norco High School, but is requesting support from the Council for this Agricultural Education Incentive Grant funding in order to continue the Agriculture Programs at Norco High School in the future.

Following its adoption, the City Clerk will send the executed resolution to the office of Governor Brown.

Attachments: Resolution No. 2014-04

RESOLUTION NO. 2014-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, SUPPORTING HIGH-QUALITY AGRICULTURAL EDUCATION IN CALIFORNIA THROUGH CONTINUED FUNDING OF THE EDUCATION INCENTIVE GRANT PROGRAM

WHEREAS, California's reputation for leadership in a variety of innovative and expanding agricultural industries has been made possible through the availability of well-trained and educated personnel; and

WHEREAS, California, being the leading agriculture-producing state in the nation for over 60 years, has a compelling interest in ensuring that its' school system supports and promotes the continued development of innovative and thoughtful agricultural leaders; and

WHEREAS, the Agricultural Education Incentive Grant program has given clear guidance and direction to school districts throughout California in developing and promoting high-quality program standards; and

WHEREAS, the Agricultural Incentive Grant program has provided financial incentives for districts to embark on a systematic and sustained process for improving the delivery and effectiveness of Agricultural Education throughout California; and

WHEREAS, the Future Farmers of America organization, which is integral to high school instruction, has long proven itself as an outstanding teaching strategy that promotes excellence in agriculture education for students throughout California; and

WHEREAS, the goal of the California Future Farmers of America organization is to teach and promote premier leadership, personal growth and career success among its members; and

WHEREAS, the Future Farmers of America has a long and well-established tradition of providing meaningful, relevant leadership development experiences that have had a positive effect on the lives of thousands of students in their communities.

NOW, THEREFORE, BE IT RESOLVED, that the City of Norco encourages the Governor and all Members of the California State Legislature to support high-quality Agricultural Education in California through continued funding of the Agricultural Education Incentive Grant program.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on February 19, 2014.

Mayor of the City of Norco, California

ATTEST:

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

I, BRENDA K. JACOBS, City Clerk of the City of Norco, California do hereby certify that the foregoing Resolution was introduced and adopted by the City Council of the City of Norco at a regular meeting held on February 19, 2014 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 February 19, 2014.

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

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Lori J. Askew, Director of Public Works/Senior Engineer 

DATE: February 19, 2014

SUBJECT: Acceptance of Bids and Award of Contract for Various Streets Slurry Seal Project

RECOMMENDATION: Accept bids submitted for the construction of various streets to be slurry sealed and award a contract to American Asphalt South, Inc. of Fontana, CA in the amount of \$47,395, and authorize the City Manager to approve contract change orders up to 10 percent of the bid contract amount.

SUMMARY: Bids for Various Streets Slurry Seal Project were opened on February 6, 2014 with American Asphalt South, Inc. of Fontana, CA being the lowest responsible bidder. Therefore, it is recommended that a contract be awarded to American Asphalt South, Inc. in the amount of \$47,395.

BACKGROUND/ANALYSIS: The City of Norco sent out a Notice Inviting Sealed Bids for Various Streets Slurry Seal Project on January 16, 2014. The plans included joint filling and application of a slurry seal over various streets including Viceroy Avenue, Pinto Place, California Avenue, Grulla Court and Green Tree Road, in addition to some thermoplastic striping and marking. Bid opening occurred on February 6, 2014, with a total of 6 bids being received with proposals ranging in value from \$47,395.00 to \$108,522.96. The low bid of \$47,395 was 52% lower than the engineer's estimate of \$100,000. The bid summary sheet has been attached for Council's review.

FINANCIAL IMPACT: Funds for this project are included in the FY 2014-2018 Streets Capital Improvement Budget Fund 149

/lja

Attachments: Bid Summary

BID SUMMARY SHEET



Various Streets Slurry Seal Project
 Bid Date: February 6, 2014

ITEM	QUANTITY	UNITS	DESCRIPTION	American Asphalt South, Inc.		All American Asphalt		Pavement Coatings Co.		Doug Martin Contracting Co., Inc.		Mission Paving and Sealing, Inc.		Roy Allan Slurry Seal, Inc.	
				UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL
1	1	LS	Mobilization and Traffic Control	\$5,155.00	\$5,155.00	\$14,700.00	\$14,700.00	\$5,245.00	\$5,245.00	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$12,650.00	\$12,650.00
2	163,500	SF	Apply Slurry Seal	\$0.24	\$39,240.00	\$0.19	\$31,065.00	\$0.29	\$47,415.00	\$0.35	\$58,407.50	\$0.39	\$63,765.00	\$0.00	\$92,647.10
3	1	LS	Apply Thermoplastic Traffic Striping and Pavement Markings	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00	\$3,975.00	\$3,975.00	\$4,315.00	\$4,315.00	\$4,300.00	\$4,300.00	\$3,225.86	\$3,225.86
			TOTAL BID		\$47,395.00		\$49,765.00		\$56,635.00		\$62,227.50		\$70,065.00		\$108,522.96
			Low Bid Subcontractors	Striping	J & S Striping	Striping	Superior	Striping	Superior	Striping	Superior	Sealing	Mission Paving and Sealing, Inc.	Sealing	Roy Allan Slurry Seal, Inc.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Lori J. Askew, Director of Public Works/Senior Engineer 

DATE: February 19, 2014

SUBJECT: Approval of Final Parcel Map 36552, Located on the West Side of Center Avenue, Mid-block between Seventh Street and River Drive.

RECOMMENDATION: Approve Final Parcel Map 36552 and authorize the City Clerk to sign the map on behalf of the City.

SUMMARY: The City Council considered this matter on September 4, 2013 when Tentative Parcel Map 36552 was approved. The owners are now requesting approval of the final parcel map which subdivides their property of approximately 1.14 acres into two parcels for residential uses. The property address of 4520 Center Avenue has frontage on Center Avenue of 165 feet and an overall depth of 300 feet. The map meets City requirements and is ready for approval.

BACKGROUND/ANALYSIS: On September 4, 2013, the City Council approved Tentative Parcel Map 36552 which subdivides approximately 1.14 acres of a residential property into two parcels. The property is located on the west side of Center Avenue approximately mid-block between Seventh Street and River Drive. The property is currently developed with two single-family residences, both with detached garages. The proposed subdivision is to allow each of the two dwelling units to be on separate lots. A Primary Animal Keeping Area (PAKA) has been dedicated on each lot in addition to a 15-foot clear access provided from Center Avenue to each PAKA.

Center Avenue is at its ultimate right-of-way width so no street dedication is required at this time. The owner has elected to pay cash in-lieu of constructing the required public improvements fronting the property.

The map has been submitted for review, and is in substantial compliance with the approved Tentative Parcel Map, as well as all applicable codes. The subdivision meets all requirements of the resolution approving the tentative map. The developer has paid the City fees associated with processing the map.

FINANCIAL IMPACT: N/A

/lja

Attachments: Parcel Map 36552

2 LOTS
1.136 ACRES GROSS/NET

IN THE CITY OF NORCO, COUNTY OF RIVERSIDE STATE OF CALIFORNIA

SHEET 1 OF 3 SHEETS

TRACT NO. 36552

KELSOE AND ASSOCIATES, INC.
OCTOBER 2013

BEING A SUBDIVISION OF A PORTION OF LOT 7, BLOCK 52 OF NORCO FARMS TRACT NO. 2, FILED IN BOOK 11, PAGE 56 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____
20____ AT _____ M. IN BOOK _____ OF MAPS,
AT _____ PAGES _____, AT THE REQUEST OF THE
CLERK OF THE CITY OF NORCO.
NO. _____
FEE _____

LARRY W. WARD, ASSESSOR - COUNTY CLERK -
RECORDER

BY: _____, DEPUTY

SUBDIVISION GUARANTEE: _____

OWNER'S STATEMENT:

WE HEREBY STATE THAT WE ARE THE OWNERS OF THE LAND INCLUDED WITHIN THE SUBDIVISION SHOWN HEREON; THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID LAND; THAT WE CONSENT TO THE MAKING AND RECORDING OF THIS SUBDIVISION MAP AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE.

WE HEREBY RETAIN THE PRIMARY ANIMAL KEEPING AREAS (P.A.K.A.) AS DESCRIBED IN THE COVENANTS, CONDITIONS AND RESTRICTIONS (C.C.R.'S) FOR THIS TRACT, THE 15' WIDE ACCESS AREAS TO P.A.K.A.'S (NON-BUILDABLE AREAS) AS SHOWN ON THE MAP FOR THE SOLE BENEFIT OF OURSELVES, OUR SUCCESSORS, ASSIGNEES, AND LOT OWNERS WITHIN THIS SUBDIVISION.

D. RHYAN CAPITAL MANAGEMENT, LLC

NOTARY ACKNOWLEDGEMENT

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) S.S.

ON _____, 20____, BEFORE ME, _____, A NOTARY PUBLIC, PERSONALLY APPEARED _____, WHO PRELIVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS / ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE / SHE / THEY EXECUTED THE SAME IN HIS / HER / THEIR AUTHORIZED CAPACITY, AND THAT BY HIM / HER / THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT. I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND SIGNATURE: _____

MY PRINCIPAL PLACE OF BUSINESS IS NOTARY PUBLIC IN AND FOR SAID STATE IN _____ COUNTY. MY COMMISSION EXPIRES: _____

(NAME PRINTED)

SIGNATURE OMISSIONS:

PURSUANT TO SECTION 66436 OF THE SUBDIVISION MAP ACT, THE SIGNATURES OF THE FOLLOWING OWNERS OF EASEMENTS AND/OR OTHER INTERESTS HAVE BEEN OMITTED:

- 1. A RIGHT GRANTED TO THE ORANGE HEIGHTS WATER COMPANY TO DEVELOP, TAKE, USE AND DISTRIBUTE WATER APPURTENANT TO THE HERIN DESCRIBED PROPERTY, TO AND ON THE 5.09 ACRE TRACT DESCRIBED IN DEED RECORDED MARCH 8, 1918 IN BOOK 476, PAGE 351 OF DEEDS, RECORDS OF RIVERSIDE COUNTY, CALIFORNIA, ALSO, A RIGHT OF WAY RESERVED FOR DITCHES, AND A RIGHT TO LAY AND MAINTAIN WATER PIPES OVER AND ACROSS THE HERIN DESCRIBED PROPERTY FOR THE PURPOSES OF DISTRIBUTING WATER TO SAID TRACT AND THE SUBDIVISION THEREOF, PROVIDED THAT SUCH PIPELINES BE LAID AS FAR AS PRACTICABLE ALONG THE BOUNDARY LINES AND BENEATH THE SURFACE NOT LESS THAN 18 INCHES.
- 2. SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT RECORDED MARCH 22, 1926 IN BOOK 688, PAGE 488, OF OFFICIAL RECORDS.

TAX BOND CERTIFICATE

I HEREBY CERTIFY THAT A BOND IN THE SUM OF \$ _____ HAS BEEN EXECUTED AND FILED WITH THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE, CALIFORNIA, CONDITIONED UPON THE PAYMENT OF ALL TAXES, STATE, COUNTY, MUNICIPAL, OR LOCAL, AND ALL SPECIAL ASSESSMENTS COLLECTED AS TAXES, WHICH AT THE TIME OF FILING OF THIS MAP WITH THE COUNTY RECORDER ARE A LIEN AGAINST SAID PROPERTY BUT NOT YET PAIDABLE AND SAID BOND HAS BEEN DULY APPROVED BY SAID BOARD OF SUPERVISORS.

DATE: _____, 20____

CASH TAX BOND
PAUL MCDONNELL
COUNTY TAX COLLECTOR

NANCY ROMERO
CLERK OF THE BOARD OF SUPERVISORS
BY: _____, DEPUTY

BY: _____, DEPUTY

TAX COLLECTOR'S CERTIFICATE

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THIS OFFICE, AS OF THIS DATE, THERE ARE NO LIENS AGAINST THE PROPERTY SHOWN ON THE WITHIN MAP FOR UNPAID STATE, COUNTY, MUNICIPAL, OR LOCAL TAXES, OR SPECIAL ASSESSMENTS COLLECTED AS TAXES, EXCEPT TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES NOW A LIEN BUT NOT YET PAYABLE, WHICH ARE ESTIMATED TO BE \$ _____.

DATE: _____, 20____

PAUL MCDONNELL
COUNTY TAX COLLECTOR

BY: _____, DEPUTY

SURVEYOR'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF TODD ESSENMACHER ON _____, 20____. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.

DATE: _____, 20____

ROBERT T. KELSOE, P.L.S.
L.S. NO: 6957
EXPIRATION DATE: 8/30/2015



CITY ENGINEER'S CERTIFICATE:

I HEREBY STATE THAT I HAVE EXAMINED THE MAP, THAT THE SUBDIVISION SHOWN HEREON IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND HAVE BEEN COMPLIED WITH, AND THAT I AM SATISFIED THAT THE MAP IS TECHNICALLY CORRECT.

DOMINIC MILANO RCE 27172 DATE _____
CITY ENGINEER
CITY OF NORCO, CALIFORNIA
EXPIRES _____

CITY CLERK'S CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) SS
CITY OF NORCO)

I HEREBY CERTIFY THAT THIS MAP CONSISTING OF 3 SHEETS WAS PRESENTED FOR APPROVAL TO THE CITY COUNCIL OF THE CITY OF NORCO AT A REGULAR MEETING THEREOF HELD ON THE _____ DAY OF _____, 20____.

AND THAT THEREUPON SAID COUNCIL DID, BY A MOTION DULY SECONDED AND PASSED, APPROVED SAID MAP.

DATED THIS _____ DAY OF _____, 20____.

DEBRA L. MOHAY
CITY CLERK - CITY OF NORCO

2 LOTS
1.136 ACRES GROSS/NET

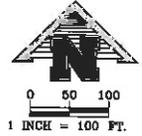
IN THE CITY OF NORCO, COUNTY OF RIVERSIDE STATE OF CALIFORNIA

SHEET 2 OF 3 SHEETS

TRACT NO. 36552

KELSOE AND ASSOCIATES, INC.
OCTOBER 2013

BEING A SUBDIVISION OF A PORTION OF LOT 7, BLOCK 52 OF NORCO FARMS TRACT NO. 2, FILED IN BOOK 11, PAGE 56 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

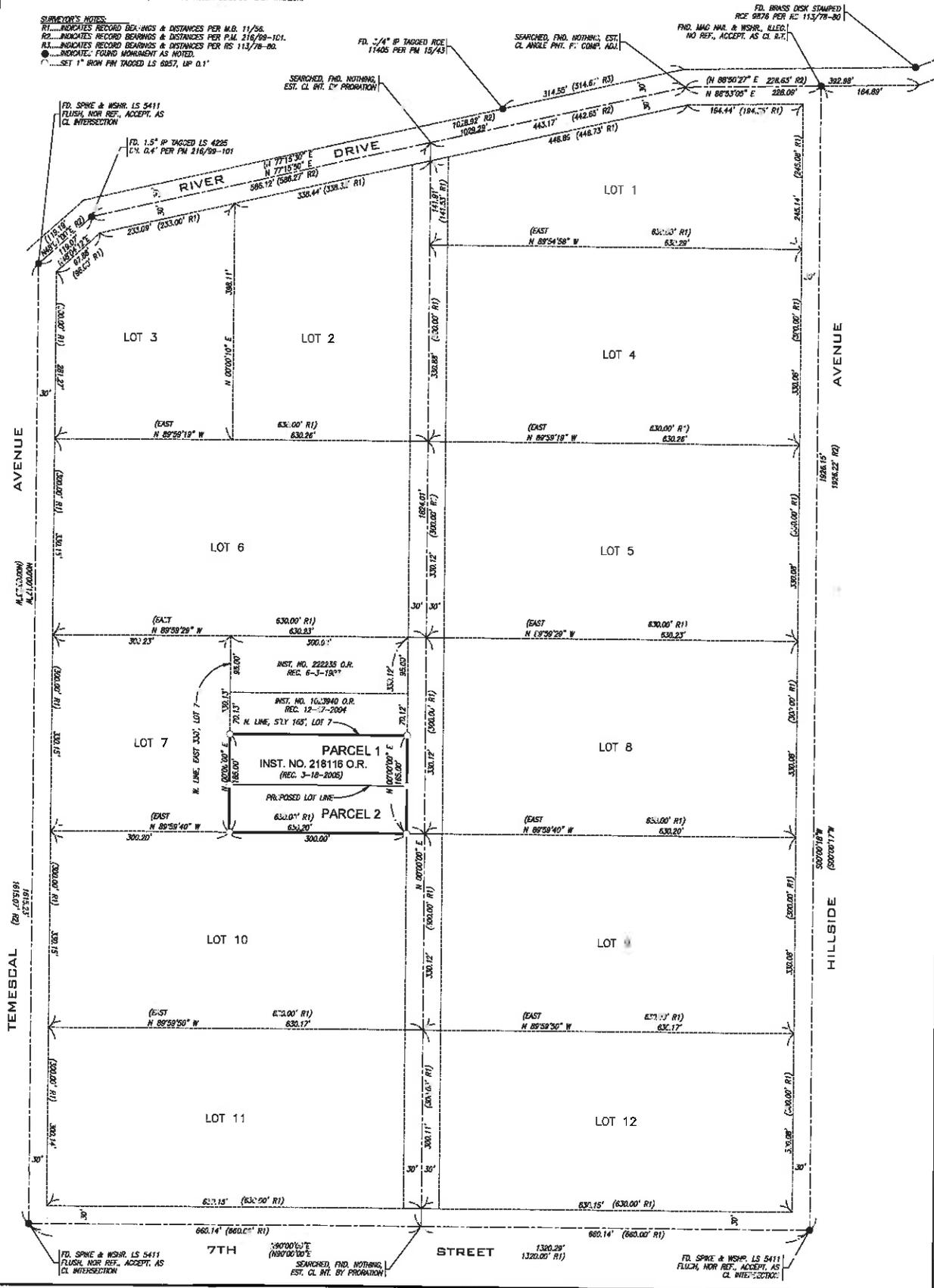


BASIS OF BEARINGS

THE BEARINGS SHOWN HEREIN ARE BASED ON THE CENTERLINE OF 7TH STREET AS SHOWN BY MAP RECORDED IN BOOK 116, PAGES 415 THROUGH 417 OF PARCEL MAPS, SHOWN AS NORTH 86°00'00" EAST THEREON.

SURVEYOR'S NOTES:

- R1...INDICATES RECORD BEARINGS & DISTANCES PER M.B. 11/56.
- R2...INDICATES RECORD BEARINGS & DISTANCES PER P.M. 216/99-101.
- R3...INDICATES RECORD BEARINGS & DISTANCES PER RS 113/78-80.
- ...INDICATES FOUND MONUMENT AS NOTED.
- ...SET 1" IRON PIN TAGGED LS 6857, UP 0.1"



2 LOTS
1.136 ACRES GROSS/NET

IN THE CITY OF NORCO, COUNTY OF RIVERSIDE STATE OF CALIFORNIA

SHEET 3 OF 3 SHEETS

TRACT NO. 36552

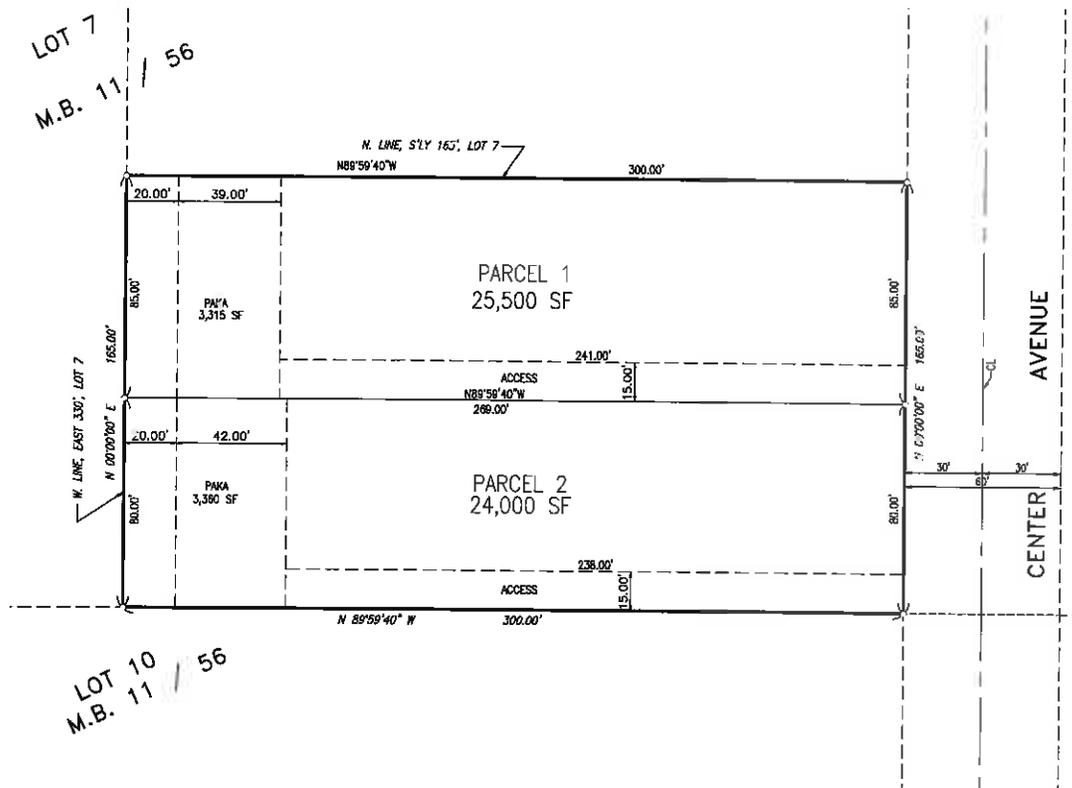
KELSOE AND ASSOCIATES, INC.
OCTOBER 2013

BEING A SUBDIVISION OF A PORTION OF LOT 7, BLOCK 52 OF NORCO FARMS TRACT NO. 2, FILED IN
BOOK 11, PAGE 56 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.



0 15 30
1 INCH = 30 FT.

SEE SHEET 2 FOR SURVEYOR'S NOTES



CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

PREPARED BY: Lori J. Askew, Director of Public Works/Senior Engineer 

DATE: February 19, 2014

SUBJECT: Approval of Additional Appropriation and Changes in Contract Amounts for the Norco MDP Line N-1A, N-1B and N-1E Project

RECOMMENDATION: Adopt **Resolution No. 2014-06**, appropriating funds in the amount of \$39,852.00 for completion of the Norco MDP Line N-1A, N-1B and N-1E Project; and approve changes to the contract.

SUMMARY: The Norco MDP Line N-1A, N-1B and N-1E Project consists of construction of various size reinforced concrete pipe, catch basins, local depressions and related road improvements in Center Avenue and Hillside Avenue, both near Seventh Street, to alleviate drainage issues. In order to complete the project, additional appropriation of funds in the amount of \$39,852.00 is required.

BACKGROUND/ANALYSIS: On April 17, 2013, the Council awarded a contract to T.B.U., Inc. of Beaumont, CA in the amount of \$875,186.00 to construct the Norco MDP Line N-1A, N-1B and N-1E Project. The project consists of constructing Riverside County Flood Control and Water Conservation District (RCFC) Master Drainage Plan (MDP) Lateral N-1A, a closed conduit in Center Avenue from Seventh Street to approximately 1,150 feet north; Lateral N-1B, a closed conduit in Hillside Avenue from Seventh Street to approximately 1,600 feet south; and Lateral N-1E, a closed conduit in Center Avenue from Seventh Street to approximately 400 feet north. The plans include construction of various size reinforced concrete pipe (RCP), catch basins, local depressions and related road improvements.

To date all the storm drain improvements have been constructed. Trench lines have been base paved and are only awaiting final surface course of pavement. During construction, a large portion of the street pavement failed within the limits of the project outside the trench lines on both Center Avenue and Hillside Avenue. Staff is recommending the grind and overlay of both entire streets within the project limits to provide a smooth driving surface. The contractor has submitted a "not to exceed" cost estimate of \$39,852.00 over the original contract amount plus 10 percent, as awarded. Staff is requesting this additional funding be appropriated for the project to cover costs if additional pavement removals are necessary and to cover the additional asphalt pavement to be placed at these areas.

FINANCIAL IMPACT: The recommended changes will result in additional authorized expenditure of \$39,852.00 from the Street Capital Improvement Fund.

/lja

RESOLUTION NO. 2014-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$39,852 FROM STREET FUND 149 CAPITAL IMPROVEMENT FUND FOR THE NORCO MASTER DRAINAGE PLAN LINE N-1A, N-1B AND N-1E PROJECT

WHEREAS, the Norco City Council ("Council") approved the FY 2014-2018 Capital Improvement Program for the construction of public improvements for the benefit of the Community; and

WHEREAS, the improvements included in the construction of the Norco MDP Line N-1A, N-1B and N-1E include various size reinforced concrete pipe, catch basins, local depressions and related road improvements; and

WHEREAS, the Norco MDP Line N-1A, N-1B and N-1E Project will alleviate drainage problems in the associated areas; and

WHEREAS, the Norco MDP Line N-1A, N-1B and N-1E Project was awarded by the City Council on April 17, 2013 to T.B.U., Inc. of Beaumont, CA in the amount of \$875,186.00; and

WHEREAS, to date all storm drain improvements have been constructed including base paving of utility trench lines; and

WHEREAS, during construction a large portion of the street pavement adjacent to the utility trench lines failed; and

WHEREAS, staff is recommending the grind and overlay of both entire streets within the project limits to provide a smooth driving surface; and

WHEREAS, the contractor has submitted a "not-to-exceed" cost estimate of \$39,852.00, over the original contract amount plus the 10 percent, to cover costs if additional pavement removals are necessary and for the additional asphalt pavement to be place in these areas; and.

WHEREAS, additional funding in the amount of \$39,852 is being requested in the event there is additional pavement removals.

NOW, THEREFORE, BE IT RESOLVED that the amount of \$39,852 shall be appropriated from the Street Capital Improvement Program Fund to fund the Norco MDP Line N-1A, N-1B and N-1E Project.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on February 19, 2014.

Mayor of the City of Norco, California

ATTEST:

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

I, BRENDA K. JACOBS, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on February 19, 2014, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

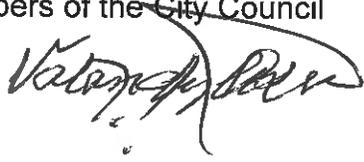
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on February 19, 2014.

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

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

DATE: February 19, 2014

SUBJECT: Formation of a City Manager Controlled Advisory Committee for the Purpose of Discussing City Business Processes

RECOMMENDATION: Receive and File

SUMMARY: The City Manager is in the process of forming an advisory committee, comprised of two (2) City Council Members selected by the City Manager and City staff, to meet when necessary to review business processes to ensure that a high level of service is consistently provided to all City customers/stakeholders and that policy directions of the City Council are adequately implemented.

BACKGROUND/ANALYSIS: Chapter 2.08 of the Norco Municipal Code outlines the powers and duties of the City Manager. Among other things, the City Manager is the administrative head of the City government under the control and direction of the City Council. Examples of duties vested on the City Manager are (not all inclusive);

- Enforcement of all laws, ordinances policies adopted by the City Council;
- Appoint, promote, demote, remove all heads of departments, subordinate officers and employees of the City; consolidate and combine offices;
- Exercise control over all departments and divisions of the City government;
- Recommend to the City Council in writing for adoption measures and ordinances as necessary;
- Provide financial condition reporting to the City Council;
- Prepare and submit annual budget to the City Council;
- Purchase or acquire in accordance with applicable laws all property, equipment, services, materials and supplies for the City; and
- Provide leadership to civic movements designed to benefit the residents of the City when authorized by the City Council.

Accomplishing the duties of the City Manager often times involves the management and administration of complex business processes in planning and permitting; fiscal functions; personnel and risk management; compliance with local, state, and federal rules, regulations and laws; management of water and sewer utilities; police and fire operations management; information technology; intergovernmental relations; management of public buildings, equipment and infrastructure; etc.

From time-to-time the City Manager issues administrative policies and procedures as necessary to guide the implementation of City ordinances and various codes. Additionally, desk manuals, procedures and guidelines are issued by various departments to help employees perform their daily duties and ensure consistence in service deliveries. While most of these documents are developed based on best practices and professional judgment, they cannot cover every situation that staff encounters as they perform their duties. Most situations where no specific guidelines are available are often times easily resolved by staff; but other times solutions are not readily available. This can lead individual employees and sometimes City Council Members to make exceptions that may not be in the best interest of the City. This can result into inconsistent service delivery and/or public mistrust.

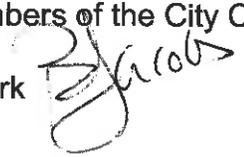
To ensure that staff is able to deliver consistent high level customer service to all stakeholders; streamline business processes; and that broad City Council policies are implemented adequately and consistently, the City Manager is recommending that an advisory committee meet from time-to-time, which will include two (2) City Council Members selected by the City Manager depending on the issue, and various staff from various departments or divisions, depending on the process to be reviewed or discussed. The work of the advisory committee will be to help identify ways to improve existing processes in order to achieve effectiveness and efficiency. This may result in revisions to the Municipal Code; new ordinances; administrative policies and procedures; or other written guidelines.

While it is recognized that developing sound business processes that helps the City achieve its goals and mission is one of the primary responsibilities of the City Manager, the advisory committee will ensure more transparency and help maintain adequate systems of checks and balances on complex business processes.

FISCAL IMPACT: None

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Brenda K. Jacobs, City Clerk 

DATE: February 19, 2014

SUBJECT: Approval of a Resolution in Support of Both SB 69 and AB 1521 Relating to Incorporations and Property Tax Allocations (In Support of Eastvale, Menifee, Jurupa Valley, and Wildomar)

RECOMMENDATION: Adopt **Resolution No. 2014-07.**

SUMMARY: Mayor Hanna has requested that the proposed resolution be adopted in support of both SB 69 and AB 1521. This measure is about doing the right thing to rectify a critical problem affecting several of the state's newest cities (Eastvale, Menifee, Jurupa Valley, and Wildomar), and cities that annexed inhabited unincorporated territory to improve service delivery in furtherance of local agency formation commission (LAFCO) policies.

BACKGROUND/ANALYSIS: The League of California Cities Riverside County Division has requested support of both SB 69 and AB 1521 relating to incorporations and property tax allocations, specifically affecting the cities of Eastvale, Menifee, Jurupa Valley and Wildomar.

As you may recall, the revenues that these communities relied upon were eliminated by the state budget in 2011 (SB 89). These communities were afforded no due process when these revenues were taken. There was no policy committee process and no opportunity for these cities to educate the state on the impact of these cuts. Rather, laws and policies that took years of careful legislative policy deliberations to establish were swept away in a matter of hours.

SB69 (Roth) and AB1521 (Fox) will provide new cities and annexations with "property tax in lieu of VLF" (PTIL-VLF) like other cities. For a new city incorporating after 2004 (including the four existing new cities in Riverside County), a formula in statute will establish a base year PTIL-VLF. In subsequent years the amount will be adjusted according to the same rules applied to other cities. For a city annexing inhabited area, the added assessed valuation in the annexed area will be included in the annual calculation of a city's growth in PTIL-VLF.

FISCAL IMPACT: None

RESOLUTION NO. 2014-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, SUPPORTING BOTH SB 69 and AB 1521 RELATING TO INCORPORATIONS AND PROPERTY TAX ALLOCATIONS

WHEREAS, the Riverside Division of the League of California Cities supports both SB 69 and AB 1521 relating to incorporations and property tax allocations; and

WHEREAS, this measure is about doing the right thing to rectify a critical problem affecting several of the state's newest cities (Eastvale, Menifee, Jurupa Valley, and Wildomar), and cities that annexed inhabited unincorporated territory to improve service delivery in furtherance of local agency formation commission (LAFCO) policies; and

WHEREAS, the revenues that these communities relied upon were eliminated by the state budget in 2011 (SB 89). These communities were afforded no due process when these revenues were taken. There was no policy committee process and no opportunity for these cities to educate the state on the impact of these cuts. Rather, laws and policies that took years of careful legislative policy deliberations to establish were swept away in a matter of hours; and

WHEREAS, SB69 (Roth) and AB1521 (Fox) will provide new cities and annexations with "property tax in lieu of VLF" (PTIL-VLF) like other cities. For a new city incorporating after 2004 (including the four existing new cities in Riverside County), a formula in statute will establish a base year PTIL-VLF. In subsequent years the amount will be adjusted according to the same rules applied to other cities. For a city annexing inhabited area, the added assessed valuation in the annexed area will be included in the annual calculation of a city's growth in PTIL-VLF; and

WHEREAS, these measures would remedy the burdensome impacts on the affected cities by restoring much needed funding allowing them to maintain and restore services to their communities; and

WHEREAS, the City of Norco hereby supports both SB 69 and AB 1521.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on February 19, 2014.

Mayor of the City of Norco, California

ATTEST:

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

February 19, 2014

I, BRENDA K. JACOBS, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on February 19, 2014, 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 February 19, 2014.

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

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager 

DATE: February 19, 2014

SUBJECT: Mid-Year Amendments to Fiscal Year 2013-2014 Annual Operating Budget

RECOMMENDATION: Adopt **Resolution No. 2014-05**, approving various Mid-Year Amendments to the Fiscal Year 2013-2014 Annual Operating Budget and authorizing changes in appropriations and revenues thereto.

SUMMARY: The recommended mid-year budget revisions increase estimated General Fund revenues by a net amount of \$173,962 due to projected increases in various revenues categories. Had it not been for the effect of \$304,132 budget reduction in Successor Agency revenues which was received in FY 2012-2013, overall General Fund revenues would have been estimated to increase by \$478,094. General Fund expenditures are recommended to be increased by \$536,000 due to transfers to Special Asset Revenue and Information Technology Funds. With the recommended changes, the estimated available fund balance of the General Fund is estimated to be \$4,279,212 by the end of FY 2014. Similarly, with the proposed transfer to the Special Asset Revenue Fund, the available fund balance is estimated to be \$1,513,227. Attachment A provides detailed recommended mid-year budget adjustments by major categories. Attachment B provides a recapitulation of available fund balance in the General Fund.

BACKGROUND/ANLYSIS: The City's Operating Budget for Fiscal Year 2013-2014 was adopted by the City Council in June of 2013. The proposed mid-year budget adjustments are necessary to reflect information that has become available since the budget was adopted and to incorporate necessary adjustments based on operating results for the first six months of the Fiscal Year.

The recommended budget changes are summarized below.

Proposed General Fund Revenue Adjustments:

1. **Property Taxes:** Property tax revenues are estimated based on the assessed value of taxable real property in the City. The City's assessed value information was received from the County in August of 2013 after the budget was adopted. The assessed value information from the County showed no notable change from the FY 2012-2013 numbers. However, based on actual tax receipts through February 11, 2013, a slight increase is anticipated from secured property tax and tax increment revenue allocated to the City from the former RDA.

2. **Sales Tax:** Sales tax is a major component of General Fund revenues. Sales tax revenue for FY 2013-2014 budget year was estimated based on state-wide estimated increase and City specific revenue data from FY 2012-2013. Based on actual sales tax receipts through January 31, 2014 and revised information provided by the City's sales tax consultant, staff is now estimating that sales receipt for FY 2013-2014 would exceed the current estimated budget amount by \$230,000.
3. **Other Taxes:** General Fund revenues included in this category consist of public safety sales tax, business license tax, transient occupancy tax and property transfer tax. Based on actual revenues received through January 2014, staff is recommending increasing business license tax revenues by \$20,000 due to better collection efforts. Currently, available information does not suggest any adjustments to the other revenue items in this category.
4. **Vehicle License Fee:** A positive adjustment of \$59,094 is being recommended based on actual revenue received and revised information received from the state in November 2013.
5. **Fines and Penalties:** This category comprises of vehicle and Municipal Code related violation fines. Due to better than anticipated receipts through January 31, 2013, staff is recommending a net increase of \$30,000 as detailed in Attachment A.
6. **Interest and Lease Income:** This category includes investment earnings, Silverlakes property, library, and cellphone site lease revenues. Two new cellphone sites for Metro PCS and T-Mobile were planned to have been completed during last Fiscal Year but were not completed due to merger and restructuring issues. Consequently, revenues are recommended to be reduced by \$31,000.
7. **Community Development Fees:** Community development fees consist of planning, engineering and building fees. These revenues are estimated at the beginning of the fiscal year based on the anticipated level of development activities. More information is now available which reflect anticipated increase in building permits. Consequently, revenues are recommended to be increased by \$30,000.
8. **Other General Fund Miscellaneous Revenues:** Examples of revenue items included in this category are; refuse billing and collection fees, dog licenses, voluntary EMS fees, penalties, business license inspection fees, mandated cost reimbursements etc. Based on actual receipts through January 31, 2014, staff is projecting that total receipts from these revenue sources would exceed the budget by \$80,000, primarily due to premium reimbursements from Public Entity Risk Management Authority (PERMA) and increases in revenues from late payment penalties. For additional information, please see Attachment A.

- 9. Overhead Reimbursements and Transfers:** As part of the dissolution of the RDA, Successor Agencies are required to prepare and submit a Recognized Obligations Payments Schedule (ROPS) for review and approval by the DOF. For the FY 2011-2012 (first) ROPS, staff requested reimbursement for the cost of unfunded accrued post-retirement healthcare obligations; unfunded accrued pension obligation and administrative cost all totaling \$304,132. Because this first reimbursement was subject to the completion of the various due diligence report, the revenue was deferred and anticipated to be recognized in FY 2013-2014. However, the procedures were completed in FY 2012-2013 and the related revenues were recognized during FY 2012-2013. Therefore, this revenue is no longer available in FY 2013-2014 but is included in the audited beginning fund balance.

Proposed General Fund Expenditure Adjustments:

Transfer to Special Asset Revenue Fund: As part of the budget balancing process in FY 2012-2013, \$500,000 was transferred from the Special Asset Revenue Fund to the General Fund. Due to better than anticipated results of the General Fund at the end of FY 2012-2013, staff is recommending that a transfer in the amount of \$500,000 be made from the General Fund to the Special Asset Revenue Fund to make the Fund whole. Including this transfer and the proposed transfer to Information Technology Fund (see below) the estimated fund balance of the General Fund is \$4,279,212 which exceeds the minimum requirement of 25% of total General Fund Expenditures (see Attachment B).

Transfer to Information Technology Fund: Staff is recommending that \$36,000 be transferred from the General Fund to the Information Technology Fund to pay for the cost of upgrading and enhancing the City's website. This item was not included in the adopted budget approved in June 2013.

Proposed Water Fund Expenditure Adjustments:

When the City Council approved various adjustments to the water rates on March 16, 2011, it also adopted a resolution requiring annual transfer of \$300,000 from the Water Operating Fund to Water Capital Fund to fund future system capital improvements. Due to lack of adequate cash flows in previous Fiscal Years, this transfer was not feasible. However, the Water Fund ended FY 2013-2014 with sufficient cash balance to make the required transfer in FY 2013-2014. Staff is recommending that \$300,000 be transferred from the Water Operating Fund to Water Capital Fund for future system capital improvement projects.

Proposed Sewer Fund Expenditure Adjustments:

When the City Council approved various adjustments to the sewer rates on March 16, 2011, it also adopted a resolution requiring an annual transfer of \$250,000 from the Sewer Operating Fund to Sewer Capital Fund to fund future system capital improvements. Due to lack of adequate cash flows in previous Fiscal Years, this

transfer was not feasible. However, the Sewer Operating Fund ended FY 2013-2014 with sufficient cash balance to make the required transfer in FY 2013-2014. Staff is recommending that \$250,000 be transferred from the Sewer Operating Fund to Sewer Capital Fund for future system capital improvement projects.

FISCAL IMPACT:

Attachment B provides a recapitulation of the impact of the recommended changes on the fund balance of the General Fund.

Attachments: Resolution No. 2014-05
Exhibits A and B

RESOLUTION NO. 2014-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA, APPROVING VARIOUS MID YEAR AMENDMENTS TO FISCAL YEAR 2013-14 ANNUAL BUDGET AND AUTHORIZING CHANGES IN APPROPRIATIONS AND REVENUES THERETO

WHEREAS, the Fiscal Year 2013-14 annual budget for the City of Norco, California was adopted by the City Council on June 5, 2013; and

WHEREAS, certain revenue items listed and attached hereto have been revised to reflect an estimated increase in the adopted budget; and

WHEREAS, certain expenditure items listed and attached hereto have been revised to reflect an estimated increase in the adopted budget; and

WHEREAS, these revenue and expenditure changes are necessary to accurately reflect the City's expenditure and revenue budget for Fiscal Year 2013-14.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco at a regular meeting held on February 19, 2014 approved the budget changes listed on Attachments "A & B".

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on February 19, 2014.

Mayor of the City of Norco, California

ATTEST:

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

I, BRENDA K. JACOBS, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on February 19, 2014, 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 February 19, 2014.

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

Attachment: Exhibit "A & B"

**City of Norco
FY 2013-2014 Mid-Year Budget Amendments Worksheet**

Budget Item	Budget Amount	Mid Year Amount	Required Adjustment	Notes
<u>GENERAL FUND REVENUES:</u>				
Property Tax	\$ 1,385,763	1,445,763	60,000	Increase secured by \$42,000; Increase unsecured by \$3,000; Reduce Prior Secured by \$25,000; Increase Tax Increment by \$40,00 Based on receipts through February 11, 2014
Sales Tax	4,973,276	5,203,276	230,000	Increase regular tax by \$80,000; increase In-Lieu by \$150,000 - based on receipts through February 12, 2014
Other Taxes	800,179	820,179	20,000	Increase business license by \$20,000 due to better collections
VLF	1,968,906	2,028,000	59,094	Increase based on first installment receipt
Fines and Forfeitures	59,450	89,450	30,000	Increase Code Enforcement by \$10,000; Vehicle Code by \$10,000; Parking by \$10,000 based on receipts through January 2014
Other Revenues	1,105,395	1,185,395	80,000	Increase penalties by \$30,000; Reimbursements \$50,000; based on receipts through January 2014
Franchise Fees	1,012,500	1,012,500	-	
Intergovernmental	47,833	47,833	-	
Overhead/Transfers	1,710,307	1,406,175	(304,132)	Reduce by \$304,132 - revenue was received in FY 2012-2013
Community Services/Recreation Revenues	810,923	810,923	-	
Community Development Fees	368,619	398,619	30,000	Increase building permit by \$20,000 and inspection by \$10,000 based on receipts through January 31, 2014
Lease/Rent/Interest Income	531,759	500,759	(31,000)	Reduce Cell Site revenue by \$31,000 due to cancellation by T- Mobil
Totals	\$ 14,774,910	14,948,872	173,962	
<u>GENERAL FUND EXPENDITURES:</u>				
Transfer to Special Asset Revenue Fund	-	500,000	500,000	To repay amount transferred to the General Fund in FY 2012-2013
Transfer to Information Technology Fund	-	36,000	36,000	To fund website upgrade
<u>SEWER FUND EXPENDITURES:</u>				
Professional Services	1,712,680	1,865,680	153,000	Pass-through costs from WRCRWA for expenses related to odor control; transformer failures; SCADA upgrade; ultra violet bulb wipers
Transfer to Sewer Capital Fund	-	250,000	250,000	Set-Aside for Capital Improvements
<u>WATER FUND EXPENDITURES:</u>				
Transfer to Water Capital Fund	-	300,000	300,000	Set-Aside for Capital Improvements

**General Fund
Estimated Fund Balance
As of June 30, 2014**

Beginning Fund Balance, June 30, 2013 - Audited	\$ 5,022,400
Estimated FY 2014 Revenues	14,774,910
Mid-Year Adjustments	173,962
FY 2014 Expenditures	(15,156,060)
Mid-Year Adjustments	(536,000)
Estimated FY 2014 Fund Balance	<u>\$ 4,279,212</u>

**SUCCESSOR AGENCY TO THE
NORCO COMMUNITY REDEVELOPMENT AGENCY
STAFF REPORT**

TO: Chairman and Members of the Successor Agency

FROM: Andy Okoro, Executive Director 

PREPARED BY: Doug Anderson, Financial Advisor to the Agency

DATE: February 19, 2014

SUBJECT: Resolution Authorizing the Issuance of Refunding Tax Allocation Bonds to Refund 2001 RDA Bonds, for Debt Service Savings

RECOMMENDATION: Adopt **SA Resolution No. 2014-01**, approving the Forms of and Authorizing the Execution of an Indenture of Trust, a Bond Purchase Contract, Escrow Agreement, Continuing Disclosure Agreement, Official Statement, and Authorizing Certain Other Actions in Connection Therewith Relating to the Issuance of the Successor Agency's Refunding Tax Allocation Bonds

SUMMARY: The issuance of the proposed Refunding Tax Allocation Bonds (the "2014 Bonds") by the Successor Agency will provide an estimated total debt service savings of approximately \$850,000 over the remaining term (2030) of the bonds, based on lower current interest rates than the interest rates on the 2001 RDA Bonds being refunded. Pursuant to RDA Dissolution Law, the estimated debt service savings will be split among all affected taxing entities based on their respective pro rata shares of property taxes, including the City's general fund which is anticipated to receive approximately \$120,000 of the total debt service savings through March 1, 2030.

BACKGROUND/ANALYSIS: The former Norco Community Redevelopment Agency issued its 2001 Refunding Tax Allocation Bonds in December of 2001 (the "2001 Bonds"), which have a term date of March 1, 2030. In order to create an annual debt service savings over the remaining sixteen years, the proposed 2014 Bonds will refund the 2001 Bonds. The existing interest rate for the longest term 2001 Bonds is 5.125%, and the interest rate for the proposed 2014 Bonds is expected to be approximately 4.65%.

The 2014 Bonds will be issued in the approximate principal amount of \$22.1 million and will provide net proceeds which will be sufficient to refund the outstanding 2001 Bonds,

Resolution Authorizing the Issuance of Refunding Tax Allocation Bonds to Refund 2001 RDA Bonds, for Debt Service Savings

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pay all costs of issuance, and fund a new debt service reserve fund for the 2014 Bonds. A portion (approximately 50%) of the prior debt service reserve fund will be used to downsize the refunding bond issue. As a result, it is anticipated that the new 2014 bond reserve fund will be funded with two components: cash from the 2014 Bond proceeds, and a surety policy provided by the bond insurer.

The 2014 Bonds will have a final maturity date of March 1, 2030, to match the current term date of the 2001 Bonds. The total debt service savings created by the issuance of the 2014 Bonds will be approximately \$850,000 over the remaining sixteen year term. Pursuant to the Redevelopment Property Tax Trust Fund (RPTTF) distribution procedures called for in the RDA Dissolution Law, the projected debt service savings amount from the bond refunding will contribute to residual revenues which must be shared by all taxing entities. Based on its share of residual tax revenues distributed by the County, the City's general fund will receive approximately \$120,000 of the total estimated debt service savings through March 1, 2030.

The Oversight Board of the Successor Agency will consider a separate Resolution approving the action by the Successor Agency with regards to the issuance of the 2014 Bonds. Upon approval by the Oversight Board, that Resolution and related financing documents will be sent to the State Dept. of Finance ("DOF"), for review. DOF has up to 60 days to review bond refunding matters. It is anticipated that the 2014 Bonds will be priced by the end of May, 2014, assuming all approvals have been obtained. Bond closing and repayment of the 2001 Bonds could then occur by the second week of June, 2014.

Forms of the Trust Indenture, Preliminary Official Statement, 2001 Bonds Escrow Agreement, Continuing Disclosure Agreement, and Bond Purchase Agreement are on file with the City Clerk. Representatives from the Finance Team will be in attendance at the Successor Agency meeting to answer any questions.

FINANCIAL IMPACT: The 2014 Bonds are not a debt of the City of Norco, State of California, or any of its political subdivisions and neither said City or State are liable for repayment of the 2014 Bonds. The repayment of the 2014 Bonds will be payable solely from Pledged Tax Revenues, which are the net tax revenues generated in the redevelopment project area.

Attachment: SA Resolution No. 2014-01

All documents related to this item are on file in the Office of the City Clerk

SA RESOLUTION NO. 2014-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE NORCO COMMUNITY REDEVELOPMENT AGENCY APPROVING THE FORMS OF AND AUTHORIZING THE EXECUTION OF AN INDENTURE OF TRUST, A BOND PURCHASE CONTRACT, ESCROW AGREEMENT, CONTINUING DISCLOSURE AGREEMENT, OFFICIAL STATEMENT, AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH RELATING TO THE ISSUANCE OF THE SUCCESSOR AGENCY'S REFUNDING TAX ALLOCATION REFUNDING BONDS

WHEREAS, the Norco Community Redevelopment Agency (the "Agency") was a redevelopment agency (a public body, corporate and politic) duly created, established and authorized to transact business and exercise its powers, all under and pursuant to the Community Redevelopment Law (Part 1 of Division 24 (commencing with Section 33000) of the Health and Safety Code of the State of California), and the powers of the Agency included the power to issue Bonds or Bonds for any of its corporate purposes; and

WHEREAS, the Redevelopment Plan for a redevelopment project known and designated as the "Norco Redevelopment Project Area No. One" has been adopted and approved by Ordinance No. 458 of the City of Norco on July 15, 1981 and has been amended by Ordinance No. 502 adopted and approved on November 16, 1982 and Ordinance No. 537 adopted on May 1, 1985, Ordinance No. 683 adopted on December 1, 1993, and Ordinance No. 921 adopted on March 17, 2010 and all requirements of law for and precedent to the adoption and approval of the Redevelopment Plan, as amended, have been duly complied with; and

WHEREAS, the Agency has previously issued its \$36,000,000 aggregate initial principal amount Norco Redevelopment Agency, Norco Redevelopment Project Area No. One, 2001 Refunding Tax Allocation Bonds ("Refunded Bonds"); and

WHEREAS, on June 28, 2011, the California Legislature adopted ABx1 26 (the "Dissolution Act") and ABx1 27 (the "Opt-in Bill"); and

WHEREAS, the California Supreme Court subsequently upheld the provisions of the Dissolution Act and invalidated the Opt-in Bill resulting in the Agency being dissolved as of February 1, 2012; and

WHEREAS, the powers, assets and obligations of the Agency were transferred on February 1, 2012 to the Successor Agency to the Norco Community Redevelopment Agency (the "Successor Agency"); and

WHEREAS, on or about June 27, 2012, AB1484 was adopted as a trailer bill in connection with the 2012-13 California Budget; and

WHEREAS, AB1484 amended the Dissolution Act and specifically authorizes the issuance of refunding bonds by the Successor Agency to refund the outstanding bonds for the purpose of reducing debt service; and

WHEREAS, the Successor Agency wishes at this time to issue the Norco Redevelopment Project Area No. One Tax Allocation Refunding Bonds, Issue of 2014 (the "Bonds"), in the approximate principal amount of Twenty-Two Million Seventy-Five Thousand Dollars (\$22,075,000) to refinance the Refunded Bonds for the purpose of achieving debt service savings in accordance with Health & Safety Code Section 34177(a)(1) savings to be secured by a pledge of property tax revenues authorized by California Health and Safety Code Section 34177.5(g) pursuant to the provisions of Article 11 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Bond Law");

WHEREAS, the purposes stated above will be accomplished by issuing at this time such tax allocation Bonds pursuant to the Indenture and this Resolution of the Successor Agency.

WHEREAS, there has been prepared and submitted to this meeting the following forms:

- (1) a draft of the Indenture of Trust; and
- (2) a draft of the Preliminary Official Statement to be used in connection with the sale of the Bonds (such Preliminary Official Statement in the form presented at this meeting with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as "Preliminary Official Statement"); and
- (3) a draft of the proposed Bond Purchase Contract between the Successor Agency and the Underwriter.
- (4) a draft of the proposed Continuing Disclosure Agreement.
- (5) a draft of the 2001 Bonds Escrow Agreement.

WHEREAS, the Successor Agency now desires to authorize the execution of such documents and the performance of such acts as may be necessary or desirable to affect the issuance and sale of the Bonds.

NOW, THEREFORE, BE IT RESOLVED by the Successor Agency to the Norco Community Redevelopment Agency, as follows:

Section 1. Subject to the provisions of Section 2 hereof, the issuance of the Bonds in the approximate principal amount of Twenty-Two Million Seventy-Five Thousand Dollars (\$22,075,000) on the terms and conditions set forth in, and subject to the limitations specified in, the Indenture, is hereby authorized and approved. The Bonds may be issued as a single issue, or from time to time in separate series, as the Successor Agency shall determine. The Bonds will be dated, will bear interest at the rates, will mature on the dates, will be issued in the form, will have such sinking fund installments, will be subject to redemption, and will be as otherwise provided in the

Indenture, as the same will be completed as provided in this Resolution. The proceeds of the sale of the Bonds shall be applied as provided in the Indenture of Trust.

Section 2. The Indenture of Trust, in substantially the form submitted at this meeting and made a part hereof as though set forth in full herein, be and the same is hereby approved. The Chairman and the Secretary of the Successor Agency are hereby authorized and directed to execute and deliver the Indenture of Trust in the form presented at this meeting with such changes insertions and omissions as may be requested by Bond Counsel and approved by the Chairman, said execution being conclusive evidence of such approval.

Section 3. The Bond Purchase Contract with Southwest Securities, Inc., in substantially the form submitted at this meeting and made a part hereof as though set forth in full herein, be and the same is hereby approved. The Chairman of the Successor Agency is hereby authorized and directed to execute the Bond Purchase Agreement in the form presented at this meeting with such changes, insertions and omissions as may be approved by the Chairman, said execution being conclusive evidence of such approval.

Section 4. The Preliminary Official Statement in substantially the form presented at this meeting and made a part hereof as though set forth in full herein, be and the same is hereby approved and the use of the Preliminary Official Statement in connection with the offering and sale of the Bonds is hereby authorized and approved.

Section 5. The preparation and delivery of an Official Statement, and its use by the Successor Agency and Southwest Securities, Inc. (the "Underwriter"), in connection with the offering and sale of the Bonds, be and the same is hereby authorized and approved. The Official Statement shall be in substantially the form of the Preliminary Official Statement with such changes, insertions and omissions as may be requested by Bond Counsel or the Underwriter and approved by the Chairman of the Successor Agency, such approval to be conclusively evidenced by the execution and delivery thereof. The Chairman is hereby authorized and directed to execute the final Official Statement and any amendment or supplement thereto, in the name of and on behalf of the Successor Agency, and thereupon to cause the final Official Statement and any such amendment or supplement to be delivered to the Underwriter.

Section 6. The Continuing Disclosure Agreement, in substantially the form submitted at this meeting and made a part hereof as though set forth in full herein, is hereby approved. The Chairman of the Successor Agency is hereby authorized and directed to execute and deliver the Continuing Disclosure Agreement in the form presented with such changes, insertions or deletions as may be requested by Bond Counsel and approved by the Chairman, said executive being conclusive evidence of such approval.

Section 7. The Refunded Bonds Escrow Agreement, in substantially the form submitted at this meeting and made a part of hereof as though set forth in full, is hereby approved.

Section 8. The Chairman of the Successor Agency, the Executive Director of the Successor Agency, the Secretary of the Successor Agency, and any other proper officer of the Successor Agency, acting singly, be and each of them hereby is authorized and directed to execute and deliver any and all documents and instruments, including any agreements relating to the Bonds, and to do and cause to be done any and all acts and things necessary or proper for carrying out the transactions contemplated by the Indenture, the Bond Purchase Agreement, the Official Statement, the 2001 Bonds Escrow Agreement, this Resolution and any such agreements.

Section 9. This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the Successor Agency to the Norco Community Redevelopment Agency at a regular meeting held on February 19, 2014.

Chairman of the Successor Agency to the
Norco Community Development Agency

ATTEST:

Secretary of the Successor Agency to the
Norco Community Development Agency

I, Brenda K. Jacobs, Secretary of the Successor Agency to the Norco Community Development Agency, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted by the Board of Directors at a special meeting of the Successor Agency held on the 19th day of February, 2014, and that the same was passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Secretary of the Successor Agency to the
Norco Community Development Agency

SUCCESSOR AGENCY TO THE NORCO COMMUNITY REDEVELOPMENT AGENCY STAFF REPORT

TO: Chairman and Members of the Successor Agency

FROM: Andy Okoro, Executive Director 

PREPARED BY: Doug Anderson, Financial Advisor to the Agency

DATE: February 19, 2014

SUBJECT: Resolution Authorizing the Issuance of Refunding Tax Allocation Bonds to Refund 2001 and 2004 RDA Bonds (School District Pass Through), for Debt Service Savings

RECOMMENDATION: Adopt **SA Resolution No. 2014-02**, approving the Forms of and Authorizing the Execution of an Indenture of Trust, a Bond Purchase Contract, Escrow Agreement, Continuing Disclosure Agreement, Official Statement, and Authorizing Certain Other Actions in Connection Therewith Relating to the Issuance of the Successor Agency's Refunding Tax Allocation Bonds (School District Pass-Through).

SUMMARY: The issuance of the proposed Refunding Tax Allocation Bonds (the "2014 Bonds") by the Successor Agency will provide an estimated total debt service savings of approximately \$435,000 over the remaining term (2032) of the bonds, based on lower current interest rates than the interest rates on the 2001 and 2004 RDA Bonds (School District Pass Through) being refunded. Corona-Norco Unified School District (the "School District") is responsible for the debt service payments on the 2001 and 2004 Bonds using its redevelopment pass through revenues, and the School District will benefit from the projected lower annual debt service payments on the 2014 Bonds.

BACKGROUND/ANALYSIS: The former Norco Community Redevelopment Agency issued its 2001 Tax Allocation Refunding Bonds (School District Pass-Through) in December of 2001 (the "2001 Bonds"), which have a term date of March 1, 2030. In December of 2004, the former Norco Community Redevelopment Agency again issued bonds on behalf of the School District (the "2004 Bonds"), and the 2004 Bonds have a final term date of March 1, 2032. In order to create an annual debt service savings over the remaining respective terms of the 2001 and 2004 Bonds, the proposed 2014 Bonds will refund the 2001 and 2004 Bonds. The existing interest rate for the longest term 2001 Bonds is 5.50%, and the existing interest rate for the longest term 2004 Bonds is 5.00%. The interest rate for the proposed 2014 Bonds is expected to be approximately 4.72%.

Resolution Authorizing the Issuance of Refunding Tax Allocation Bonds to Refund 2001 and 2004 RDA Bonds (School District Pass Through), for Debt Service Savings

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The 2014 Bonds will be issued in the approximate principal amount of \$12.2 million and will provide net proceeds which will be sufficient to refund the outstanding 2001 and 2004 Bonds, pay all costs of issuance, and fund a new debt service reserve fund for the 2014 Bonds. A portion (approximately 50%) of the respective prior debt service reserve funds will be used to downsize the refunding bond issue. As a result, it is anticipated that the new 2014 bond reserve fund will be funded with two components: cash from the 2014 Bond proceeds, and a surety policy provided by the bond insurer.

The 2014 Bonds will have a final maturity date of March 1, 2032, to match the current term date of the 2004 Bonds. The School District will benefit from the total debt service savings created by the issuance of the 2014 Bonds, which is expected to be approximately \$435,000 over the remaining eighteen year term.

The Oversight Board of the Successor Agency will consider a separate Resolution approving the action by the Successor Agency with regards to the issuance of the 2014 Bonds. Upon approval by the Oversight Board, that Resolution and related financing documents will be sent to the State Dept. of Finance ("DOF"), for review. DOF has up to 60 days to review bond refunding matters. It is anticipated that the 2014 Bonds will be priced by the end of May, 2014, assuming all approvals have been obtained. Bond closing and repayment of the 2001 and 2004 Bonds could then occur by the second week of June, 2014.

Forms of the Trust Indenture, Preliminary Official Statement, 2001 and 2004 Bonds Escrow Agreements, Continuing Disclosure Agreement, and Bond Purchase Agreement are on file with the City Clerk. Representatives from the Finance Team will be in attendance at the Successor Agency meeting to answer any questions.

FINANCIAL IMPACT: The 2014 Bonds are not a debt of the City of Norco, State of California, or any of its political subdivisions and neither said City or State are liable for repayment of the 2014 Bonds. The repayment of the 2014 Bonds will be payable solely from Pledged Tax Revenues, which are the pass through revenues generated in the redevelopment project area for the benefit of the School District.

Attachment: SA Resolution No. 2014-02

All documents related to this item are on file in the Office of the City Clerk

SA RESOLUTION NO. 2014-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE NORCO COMMUNITY REDEVELOPMENT AGENCY APPROVING THE FORMS OF AND AUTHORIZING THE EXECUTION OF AN INDENTURE OF TRUST, A BOND PURCHASE CONTRACT, ESCROW AGREEMENT, CONTINUING DISCLOSURE AGREEMENT, OFFICIAL STATEMENT, AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH RELATING TO THE ISSUANCE OF THE SUCCESSOR AGENCY'S TAX ALLOCATION REFUNDING BONDS (SCHOOL DISTRICT PASS-THROUGH)

WHEREAS, the Norco Community Redevelopment Agency (the "Agency") was a redevelopment agency (a public body, corporate and politic) duly created, established and authorized to transact business and exercise its powers, all under and pursuant to the Community Redevelopment Law (Part 1 of Division 24 (commencing with Section 33000) of the Health and Safety Code of the State of California), and the powers of the Agency included the power to issue Bonds or Bonds for any of its corporate purposes; and

WHEREAS, the Redevelopment Plan for a redevelopment project known and designated as the "Norco Redevelopment Project Area No. One" has been adopted and approved by Ordinance No. 458 of the City of Norco on July 15, 1981 and has been amended by Ordinance No. 502 adopted and approved on November 16, 1982 and Ordinance No. 537 adopted on May 1, 1985, Ordinance No. 683 adopted on December 1, 1993, and Ordinance No. 921 adopted on March 17, 2010 and all requirements of law for and precedent to the adoption and approval of the Redevelopment Plan, as amended, have been duly complied with; and

WHEREAS, on June 28, 2011, the California Legislature adopted ABx1 26 (the "Dissolution Act") and ABx1 27 (the "Opt-in Bill"); and

WHEREAS, the California Supreme Court subsequently upheld the provisions of the Dissolution Act and invalidated the Opt-in Bill resulting in the Agency being dissolved as of February 1, 2012; and

WHEREAS, the powers, assets and obligations of the Agency were transferred on February 1, 2012 to the Successor Agency to the Norco Community Redevelopment Agency (the "Successor Agency"); and

WHEREAS, on or about June 27, 2012, AB1484 was adopted as a trailer bill in connection with the 2012-13 California Budget; and

WHEREAS, AB1484 amended the Dissolution Act and specifically authorizes the issuance of refunding bonds by the Successor Agency to refund the outstanding bonds for the purpose of reducing debt service; and

WHEREAS, the Agency has previously issued its \$5,100,000 aggregate initial principal amount Norco Redevelopment Agency, Norco Redevelopment Project Area No. One, Tax Allocation Refunding Bonds, (School District Pass-Through) Issue of 2001 ("2001Bonds"); and

WHEREAS, the Agency has previously issued its \$11,250,000 aggregate initial principal amount Norco Redevelopment Agency, Norco Redevelopment Project No. One Tax Allocation Refunding Bonds (School District Pass-Through), Issue of 2004 ("2004 Bonds"); and

WHEREAS, the Successor Agency wishes at this time to issue the Norco Redevelopment Project Area No. One Tax Allocation Refunding Bonds, (School District Pass-Through) Issue of 2014 (the "Bonds"), in the approximate aggregate principal amount of Twelve Million One Hundred and Forty-Five Thousand Dollars (\$12,145,000) to refinance the 2001 Bonds and the 2004 Bonds for the purpose of achieving debt service savings in accordance with Health & Safety Code Section 34177(a)(1) to be secured by a pledge of property tax revenues authorized by California Health and Safety Code Section 34177.5(g) pursuant to the provisions of Article 11 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Bond Law");

WHEREAS, there has been prepared and submitted to this meeting the following forms:

- (1) a draft of the Indenture of Trust; and
- (2) a draft of the Preliminary Official Statement to be used in connection with the sale of the Bonds (such Preliminary Official Statement in the form presented at this meeting with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as "Preliminary Official Statement"); and
- (3) a draft of the proposed Bond Purchase Contract between the Successor Agency and the Underwriter.
- (4) a draft of the Continuing Disclosure Agreement.
- (5) a draft of the 2001 Bonds and the 2004 Bonds Escrow Agreement.

WHEREAS, the Successor Agency now desires to authorize the execution of such documents and the performance of such acts as may be necessary or desirable to affect the issuance and sale of the Bonds.

NOW, THEREFORE, BE IT RESOLVED by the Successor Agency to the Norco Community Redevelopment Agency, as follows:

Section 1. Subject to the provisions of Section 2 hereof, the issuance of the Bonds in the approximate principal amount of Twelve Million One Hundred and Forty-Five Million Dollars (\$12,145,000) on the terms and conditions set forth in, and subject to the limitations specified in, the Indenture, is hereby authorized and approved. The Bonds may be issued as a single issue, or from time to time in separate series, as the

Successor Agency shall determine. The Bonds will be dated, will bear interest at the rates, will mature on the dates, will be issued in the form, will have such sinking fund installments, will be subject to redemption, and will be as otherwise provided in the Indenture, as the same will be completed as provided in this Resolution. The proceeds of the sale of the Bonds shall be applied as provided in the Indenture of Trust.

Section 2. The Indenture of Trust, in substantially the form submitted at this meeting and made a part hereof as though set forth in full herein, be and the same is hereby approved. The Chairman and the Secretary of the Successor Agency are hereby authorized and directed to execute and deliver the Indenture of Trust in the form presented at this meeting with such changes insertions and omissions as may be requested by Bond Counsel and approved by the Chairman, said execution being conclusive evidence of such approval.

Section 3. The Bond Purchase Contract with Southwest Securities, Inc., in substantially the form submitted at this meeting and made a part hereof as though set forth in full herein, be and the same is hereby approved. The Chairman of the Successor Agency is hereby authorized and directed to execute the Bond Purchase Agreement in the form presented at this meeting with such changes, insertions and omissions as may be approved by the Chairman, said execution being conclusive evidence of such approval.

Section 4. The Preliminary Official Statement in substantially the form presented at this meeting and made a part hereof as though set forth in full herein, be and the same is hereby approved and the use of the Preliminary Official Statement in connection with the offering and sale of the Bonds is hereby authorized and approved.

Section 5. The preparation and delivery of an Official Statement, and its use by Southwest Securities, Inc. (the "Underwriter"), in connection with the offering and sale of the Bonds, be and the same is hereby authorized and approved. The Official Statement shall be in substantially the form of the Preliminary Official Statement with such changes, insertions and omissions as may be requested by Bond Counsel or the Underwriter and approved by the Chairman of the Successor Agency, such approval to be conclusively evidenced by the execution and delivery thereof. The Chairman is hereby authorized and directed to execute the final Official Statement and any amendment or supplement thereto, in the name of and on behalf of the Successor Agency, and thereupon to cause the final Official Statement and any such amendment or supplement to be delivered to the Underwriter.

Section 6. The Continuing Disclosure Agreement, in substantially the form submitted at this meeting and made a part hereof as though set forth in full herein, is hereby approved. The Chairman of the Successor Agency is hereby authorized and directed to execute and deliver the Continuing Disclosure Agreement in the form presented with such changes, insertions or deletions as may be requested by Bond Counsel and approved by the Chairman, said executive being conclusive evidence of such approval.

Section 7. The 2001 Bonds and the 2004 Bonds Escrow Agreement, in substantially the form submitted at this meeting and made a part of hereof as though set forth in full, is hereby approved.

Section 8. The Chairman of the Successor Agency, the Executive Director of the Successor Agency, the Secretary of the Successor Agency, and any other proper officer of the Successor Agency, acting singly, be and each of them hereby is authorized and directed to execute and deliver any and all documents and instruments, including any agreements relating to the Bonds, and to do and cause to be done any and all acts and things necessary or proper for carrying out the transactions contemplated by the Indenture, the Bond Purchase Agreement, the Official Statement, 2001 Bonds and the 2004 Bonds Escrow Agreement, this Resolution and any such agreements.

Section 9. This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the Successor Agency to the Norco Community Redevelopment Agency at a regular meeting held on February 19, 2014.

Chairman of the Successor Agency to the
Norco Community Redevelopment Agency

Secretary of the Successor Agency to
the Norco Community Redevelopment
Agency

I, Brenda K. Jacobs Secretary of the Successor Agency to the Norco Community Redevelopment Agency, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted by the Board of Directors at a special meeting of the Successor Agency held on the 19th day of February, 2014, and that the same was passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Secretary of the Successor Agency to the
Norco Community Redevelopment Agency