



MINUTES
CITY OF NORCO
CITY COUNCIL

August 6, 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:

6:00 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**

THE CITY COUNCIL RECESSED TO CLOSED SESSION (SECTION 54954) TO CONSIDER THE FOLLOWING MATTER:

§54956.9(c) – Conference with Legal Counsel – Anticipated Litigation:

Two Potential Cases

RECONVENE PUBLIC SESSION:

7:03 p.m.

REPORT OF ACTION(S) TAKEN IN CLOSED SESSION (§54957.1):

City Attorney John Harper stated that there was no reportable action from Closed Session.

PLEDGE OF ALLEGIANCE:

Mayor Pro Tem Higgins

INVOCATION:

Calvary Chapel – Norco, *Pastor Louie Monteith*

RECOGNITION:

Andy Okoro, CPA, City Manager – *Certificate of Achievement for Excellence in Financial Reporting*

Mayor Hanna recognized City Manager Okoro for his achievements in financial reporting. City Manager Okoro thanked the City Council for leadership and recognized Finance Department for their efforts.

DEMONSTRATION:

Automated Meter Reading (AMR) Project, *Water Utility Customer Portal*

Chris Berg of Aqua Metric demonstrated the portal from the City's website link. Users have the ability to set up an account online and, upon logging in, users will be directed to a "dashboard" screen which provides water consumption and history. Mr. Berg also briefly displayed the reports page that generate daily, weekly, and monthly usage reports. The system also allows for alerts customizable by the user. Mr. Berg displayed the Library page containing many useful tips, available rebates, and information on maintenance.

Council Member Newton asked if the portal will have a nexus for consistency on water bills schedules. In response, Accounting Manager Olivia Hoyt stated that residents are divided into four billing groups, which are billed at different times but all are billed within a one-month period. Ms. Hoyt stated that residents can be assigned to a different group. She gave the example of senior citizens requesting the need to be move to a group being billed earlier in the month to coincide with social security payment schedules. The City can accommodate such requests.

CITY COUNCIL BUSINESS ITEMS AS FOLLOWS:

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

Council Member Bash:

- No Regional Conservation Authority (RCA) meeting this month.
- Member of the Corona-Norco Unified School District School Naming Advisory Committee and noted some school name changes.
- Board Member of the Corona Regional Medical Center. A new emergency room is opening with the only stroke center within 25 miles.
- September 30 is a fundraiser for Boy Scouts of America summer camp.

Mayor Pro Tem Higgins:

- Nothing to report.

Council Member Newton:

- Nothing to report.

Council Member Azevedo:

- Attended the Western Riverside Council of Governments (WRCOG) meeting on August 4th. The county has started a healthy communities program encouraging communities to embrace amenities conducive of a healthy lifestyle. Commented on the WRCOG Advancing the Choice Expo on September 25th with keynote speaker Ralph Nader. Commented on the WRCOG HERO program which is the largest in the country and encouraged residents to look into the program.
- Met with the Beautification Committee for the Norco Pride Awards. The awards will be given on the first night of the Norco Fair, which begins August 28th.
- Met with the Birthday Committee to discuss a memory book for Norco reflecting on the past 50 years. A Norco 50th birthday party will take place at the Community Center on December 28th. Council Member Azevedo invited Geoff Kahan to speak about the Norco Sock Hop. Mr. Kahan stated that the event takes place on Saturday, August 9th beginning with a car show at Bob's Big Boy then the sock hop at Riley's Gym.

Mayor Hanna:

- Attended the 91 Freeway Advisory Committee. The Committee discussed eminent domain.
- Attended the Riverside Transit Agency (RTA) meeting. Commented that ridership increases every month.
- Attended the Vector Control meeting.

Mayor Hanna invited Ad-Hoc Committee on Infrastructure Needs and Funding Options Chair Webber to provide an update.

A. Update on the Ad-Hoc Committee on Infrastructure Needs and Funding Options

Chair Webber reported that there have been four meetings thus far and nine total meetings are scheduled through the end of the year. Chair Webber indicated that the Committee has received an overview of streets and trails and the current funding for those categories. Committee Members and the public have been providing suggestions. Staff is currently working on a trail matrix to provide more accurate information on trail fencing, maintenance and funding options. Chair Webber stated that the next Committee meeting will be Monday, August 11th at City Hall. At the meeting, the City Engineer will discuss the pavement management plan. Chair Webber stated that meeting agendas and the meeting schedule is available online.

2. CITY COUNCIL CONSENT ITEMS:

Council Member Newton pulled Consent Calendar Items 2.C., 2.F., and 2.G. for discussion.

M/S AZEVEDO/BASH to adopt the remaining items as recommended on the 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:
Special Meeting of July 2, 2014
Regular Meeting of July 16, 2014
Action: Approved the City Council Minutes
- B. Procedural Step to Approve Ordinance after Reading of Title Only. **Action: Approved**
- C. Approval of Joint Exercise of Powers Agreement between the City of Norco and Jurupa Community Services District for Landscape Maintenance Adjacent to Community Facilities District No. 12. **Pulled for discussion.**
- D. Approve the Extension of the Standard Software Maintenance Agreement with New World Systems Corporation from September 1, 2014 to August 31, 2019. **Action: Adopted Resolution No. 2014-53, approving the extension of the Standard Software Maintenance Agreement with New World Systems Corporation from September 2, 2014 – August 31, 2019.**
- E. Acceptance of Bids and Award of Contract for Street Striping and Pavement Marking On-Call Services for Fiscal Year 2014-2015. **Action: Accepted bids submitted for the installation of street striping and pavement marking on-call services for Fiscal Year 2014-2015 and awarded the service contract to J & S Striping Company, Inc. of Ontario, California.**
- F. Acceptance of Bids and Award of Contract for Navy to Norco College (RCC) Sewer Improvements Project. **Pulled for discussion.**
- G. Approval of the Agreement for Law Enforcement Services between the City of Norco and the County of Riverside. **Pulled for discussion.**

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

- 2.C. Approval of Joint Exercise of Powers Agreement between the City of Norco and Jurupa Community Services District for Landscape Maintenance Adjacent to Community Facilities District No. 12.**

Council Member Newton referred to Exhibit B of the agreement. Water and Sewer Manager Bill Thompson stated that the property referenced lies within the City of Eastvale but within the City of Norco right-of-way. Council Member Newton also asked about costs, and in response, City Manager Okoro stated there are no costs today and no future costs.

M/S NEWTON/BASH to adopt Resolution No. 2014-52, approving the Joint Exercise of Powers Agreement with Jurupa Community Services District regarding landscape maintenance adjacent to CFD No. 12. The motion was carried by the following roll

call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

2.F. Acceptance of Bids and Award of Contract for Navy to Norco College (RCC) Sewer Improvements Project.

Council Member Newton inquired about why the project was not included in the current Capital Improvement Project (CIP) budget. City Manager Okoro stated that the project was included in the previous fiscal year CIP but was not carried over. In response to Council Member Newton's question about financial impact, Mr. Okoro stated that this project is providing a service and ultimately the revenue will eventually exceed the cost. Water and Sewer Manager Thompson added that the Navy will pay a commercial sewer rate.

M/S NEWTON/HANNA to accept bids submitted for the Navy to Norco Sewer Improvements project and award the contract to TBU, Inc. of Beaumont, California in the amount of \$214,963.00, authorize the City Manager to approve contract change orders up to 10 percent of the bid contract amount, and adopt Resolution No. 2014-54, appropriating funds for the construction of the project. . The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

2.G. Approval of the Agreement for Law Enforcement Services between the City of Norco and the County of Riverside.

Council Member Newton inquired about information on Attachment A to the staff report as well as the signature page. Staff noted that what was provided online is correct and may have been copied incorrectly for City Council Members. Lt. Briddick confirmed what should be correctly stated in Attachment A.

M/S NEWTON/BASH to approve the agreement for Law Enforcement Services between the City of Norco and the County of Riverside effective July 1, 2014 through June 30, 2014; and revise Attachment A as noted by the Sheriff Lieutenant and correct the signature page. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

4. CITY COUNCIL DISCUSSION / ACTION ITEMS:

A. Planning Commission's Building Permit Process Review between Two Cases.

Director King reported that the City Council asked that the Planning Commission review the building permit process by comparing two cases to see if there are changes that the Planning Commission would recommend to the process. The Planning Commission reviewed the two cases on July 9, 2014 but did not take any formal action to recommend changes.

Council Member Newton commented on the Planning Commission suggestion that when a mistake is made by staff then the burden should not be placed on the applicant and a variance process could be used. Council Member Newton expressed his disagreement with the use of a variance when a mistake is made by a staff member. Council Member Newton agreed with the suggestion by the Planning Commission to separate the Building and Safety Division from the Public Works Department. Council Member Newton commented that three to five weeks processing time for permits is not unreasonable. Council Member Newton stated that the City could provide quick reference sheet for residents and businesses.

Mayor Pro Tem Higgins indicated that he requested to have this issue agendaized and the Council concurred because it brings up a critical issue since 2000 about the process. Mayor Pro Tem Higgins stated that he wants to be sure that when staff states a project is approved that it is approved. Mayor Pro Tem Higgins also expressed his concerns with delays.

Council Member Azevedo stated the need to look at metal versus wood structures and requirements.

Mayor Hanna suggested changing the City fire sprinkler standards from 2,500 square feet to 5,000 square feet, to be the same as County requirements. Mayor Hanna expressed his concerns with hay storage.

City Manager Okoro noted that the suggestion of separating the Building Division from the Public Works Department is an administrative issue and will be handled on a staff level. The fire sprinkler standard is a code amendment to the Norco Municipal Code. Mr. Okoro requested specific direction for the Planning Commission.

M/S Azevedo/Bash to receive and file the staff report; and, to direct the Planning Commission to review and initiate a code amendment to concur with the County of Riverside and CalFire requirement for fire sprinklers, to review metal versus non-metal structures, and to change the name of the reference guide for residents and businesses to not state "cheat sheet". The motion was carried by the following roll call vote:

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

ABSENT: NONE
ABSTAIN: NONE

- B. Swap Meet Permit 2014-01 (Roy): An Application for a Monthly Swap Meet/Flee Market in the Parking Lot of the “Vandermolen Center” Located at 2816 Hamner Avenue within the C-G (Commercial General) Zone.**

Council Member Azevedo commented that she supports the sale of fruits and vegetables.

In response to Council Member Newton, Lt. Briddick indicated that Conditions #18 and #19 are standard and reviewed them with Director King.

M/S Azevedo/Higgins to adopt Resolution No. 2014-55 approving Swap Meet Permit 2014-01 with a revision to Condition #17 allowing the sale of fruits and vegetables with the approval from the State Health Department, and approval from the property owner. The motion was carried by the following roll call vote:

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

- C. State Water Resources Control Board Emergency Regulations for Statewide Urban Water Conservation.**

Water and Sewer Manager Bill Thompson reported that on July 15, 2014, the State Water Resources Control Board (SWRCB), in accordance with applicable State laws and regulations, adopted Emergency Regulations for Statewide Urban Water Conservation. The regulations require water suppliers to implement various conservation measures.

Council Member Bash commented on the City already being part of a water conservation effort. Mr. Thompson concurred and added that the City will be meeting with Western Municipal Water District to discuss further conservation efforts and rebates.

Council Member Newton referenced the staff report which notes that leak detection is a top priority. Mr. Newton asked if leak repair work is subcontracted. Mr. Thompson stated that the work is not subcontracted. Council Member Newton expressed his concerns that attempts to conserve water could cause more leaks. Mr. Thompson explained that Norco has a floating water system.

M/S AZEVEDO/HANNA to approve the State Water Resources Control Board Emergency Regulations, California Code of Regulations, Title 23, Sections 863, 864, and 865. The motion was carried by the following roll call vote:

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

5. LEGISLATIVE MATTERS:

- A. **Ordinance No. 977, Second Reading.** Zone Code Amendment 2014-03. A City-Initiated Proposal to Amend Chapter 18.13 "A-1 Zone" of the Norco Municipal Code to Increase the Minimum Lot Size from 20,000 Square Feet to 21,780 Net Square Feet. **Recommended Action: Adopt Ordinance No. 977.**

M/S HIGGINS/BASH adopt Ordinance No. 977. The motion was carried by the following roll call vote:

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

6. CITY COUNCIL PUBLIC HEARINGS:

- A. **Ordinance No. 978, First Reading. Code Amendment 2014-03. A City-Initiated Proposal to Amend Chapter 5 of the Norco Municipal Code by Amending Section 5.04.060, 5.04.090(a), 5.04.202, and 5.04.260 (Business License and Regulations).**

City Manager Andy Okoro reported that on February 19, 2014, the City Council approved the City Manager's recommendation to form a City Manager's Controlled Advisory Committee that meets as needed to review City business processes to ensure that high level of service is provided to City residents and businesses on a consistent basis and to ensure City Council policy directions are adequately implemented. After review by the Business Process Advisory Group, the proposed changes are necessary to clearly delineate the relationship between the issuance of a business license and a certificate of occupancy, and to clarify certain provisions in the existing business license regulations.

In response to Council Member Azevedo, Mr. Okoro stated that non-tax bearing franchise owners would not be subject to a flat rate and would be subject to the number of employees.

Mayor Hanna opened the public hearing at 9:42 p.m., indicating that proper notification had been made and asked for the appearance of those wishing to speak. With no one wishing to speak, Mayor Hanna closed the public hearing at 9:42 p.m. bringing the discussion back to Council Members.

M/S HANNA/HIGGINS to adopt Ordinance No. 978 for first reading. The motion was carried by the following roll call vote:

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

ABSTAIN: NONE

B. Ordinance No. 979, First Reading. Code Amendment 2014-04. A City-Initiated Proposal to Amend Norco Municipal Code Chapter 9.07 Entitled “Noise Amplification Devices” to “Noise Regulations” and Sections Thereof. (Sheriff’s Department)

Lt. Eric Briddick reported that on June 4, 2014, City Council directed Sheriff staff to amend the existing noise ordinance. The existing ordinance was limited in contact, did not provide exemptions for City and school sponsored events, nor did it contain exemptions for animals and livestock, unique to the lifestyle and culture of the City. Furthermore, the ordinance made enforcement difficult without a victim or able to make a citizen’s arrest.

Council Member Newton referred to Item I, construction hours and stated that typically construction begins at 7:00 a.m. Council Members Azevedo and Bash suggested change the hours for Saturday and Sunday to 8:00 a.m.

Mayor Pro Tem Higgins expressed concerns with the fine schedule and that the schedule should cover the cost of the deputy to respond. Mayor Pro Tem Higgins suggested increasing the first, second, and third offense fines to \$200, \$400, and \$600, respectively.

Mayor Hanna opened the public hearing at 9:55 p.m., indicating that proper notification had been made and asked for the appearance of those wishing to speak.

Ted Hoffman thanked staff for writing the ordinance and commented on construction hours. Mr. Hoffman also noted that pages in the Ordinance appear to reference County Ordinance numbers.

Rick Reynolds expressed his opposition to the hours. Mr. Reynolds indicated that the Ordinance will limit parties he has for JAAF and Norco Little League with kids and parents.

Mayor Hanna closed the public hearing at 10:00 p.m., bringing the discussion back to Council Members.

M/S BASH/HIGGINS to adopt Ordinance No. 979 for first reading with the changes in the hours to 7:00 a.m. Monday through Friday and 8:00 a.m. Saturday and Sunday; and to change the fine schedule for the first, second, and third offenses to \$200, \$400, and \$600, respectively. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

7. PUBLIC COMMENTS OR QUESTIONS:

Geoff Kahan commented on the Concerts in the Park series. The last concert is on August 15th featuring RockStars of Tomorrow and movie night. Admission is free and starts at

6:30 p.m.

Kathy Stevens commented on an issue regarding a tree in front of her home. Ms. Stevens stated that she paid to have a tree removed in front of her home on City property. Ms. Steven commented that she was not informed of the proper procedure and the issue resulted in an administrative hearing. She requested that a staff member contact her.

Ted Hoffman stated that he has been on several committees for various Master Plans. Mr. Hoffman indicated that since 2007, changes have not been reflected in the Master Plans. He suggested updating the Master Plans.

Patricia Overstreet expressed her concerns with the main entry points into town including the I-15 on and off ramps at Sixth Street. Ms. Overstreet reported bags of trash as well as the large Horsetown USA wall in disarray. Ms. Overstreet commented that these issues do not leave a good impression for visitors.

Karen Leonard commented that a year ago in water bills, residents were asked to contribute to a Senior Fund. Ms. Leonard inquired how the program was progressing.

Linda Dixon spoke about a business in town conducting a Hookah lounge. Ms. Dixon commented that Horsetown USA and Hookah lounges are not compatible and requested that the City draft an ordinance prohibiting this type of use.

8. CITY COUNCIL / CITY MANAGER / STAFF COMMUNICATIONS

Council Member Azevedo commented on the Hookah lounge and suggested looking at the City of Corona's ordinance.

M/S HANNA/HIGGINS to direct staff to draft an ordinance regarding the prohibition of Hookah lounges. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

City Manager Okoro stated that a draft ordinance would brought for Council's review on September 17, 2014.

There was some discussion between Council regarding the reporting of illegal dumping. Mr. Thompson stated that there is a standing meeting with the Public Works Department to discuss a central contact person at Waste Management. Mayor Hanna stated that all staff should report illegal dumping.

Council Member Bash attends Senior meetings every month and thanked Peggy Calvert and Senior Center staff for their great work. Council Member Bash also commented on a City pamphlet entitled "Owner's Manual" produced by the City Clerk's Office in 2004 and

asked if it could be updated and distributed once again. Council Member Bash also requested restriping Sixth Street before the Veteran's Memorial event on November 11th.

Council Member Azevedo commented that the Parade of Lights will be December 13th. Council Member Azevedo also referred to the comments made by Ms. Overstreet about the debris on the I-15. In response, Mr. Thompson stated that it is a Caltrans issue but will contact them for follow up.

Mayor Hanna commented on the weeds on the trail fencing, specifically on Fourth Street.

Director Petree referenced Ms. Overstreet's comments and indicated that he made contact with the property owner for the wall at the I-15 and Sixth Street. The property owner agreed to purchase the paint for the wall and staff is considering coordinating the painting of the wall on Make a Difference Day in the Fall.

ADJOURNMENT

Mayor Hanna adjourned the meeting at 10:18 p.m.

CHERYL L. LINK, CITY CLERK