



MINUTES  
CITY OF NORCO  
AD-HOC COMMITTEE ON  
INFRASTRUCTURE NEEDS AND FUNDING OPTIONS

August 11, 2014  
City Hall Conference Rooms A & B  
2870 Clark Avenue, Norco, CA 92860



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**CALL TO ORDER:** 6:30 p.m.

**ROLL CALL:** **Present:** Kevin Bash, Cathey Burt, Linda Dixon, Patricia Hedges, Herb Higgins, Corinne Holder, John Padilla, Bill Schwab, Jodie Filkins Webber  
**Staff Present:** City Manager Andy Okoro, Director of Parks, Recreation, and Community Services Brian Petree, Director of Public Works Lori Askew, City Engineer Dominic Milano, City Clerk Cheryl Link

**PLEDGE OF ALLEGIANCE:** Committee Member Hedges

**BUSINESS ITEMS:**

**1. Approval of July 21, 2014 Meeting Minutes**

Chair Webber requested clarification in the minutes regarding the motion for Business Item 4. There was some discussion between Committee Members.

**M/S Webber/Schwab** to approve the minutes as presented with the amendment to the motion for Business Item 4 clarifying it to indicate tasking Chair Webber with writing the introductory paragraph for the final report to the City Council as well as an outline for each segment and thereafter assigning Committee Members with writing sections of the report with staff assistance. The motion was carried by the following roll call vote:

Ayes: Bash, Burt, Dixon, Hedges, Higgins, Holder, Padilla, Schwab, Webber  
Noes: None  
Absent: None  
Abstain: None

**DISCUSSION ITEMS:**

**1. Streets: Presentation by the City Engineer on the Conditions of City Streets and Needs Assessment.**

City Engineer Milano presented a brief overview of the Pavement Management System (PMS). Mr. Milano stated that the goal is to develop cost efficient maintenance, treatment,

and strategies. The scope of the program is to record and categorize pavement's health, analyze data sheet and unit cost, and develop recommended budget options. Mr. Milano also defined the road network within the City. Private streets are not included.

In response to Committee Member Dixon's question about how often the software is updated, Mr. Milano stated that the Pavement Management System can be updated as often as needed. PMS is new and just developed over the past two months. As data is inputted it updates to recalculate pavement indexes.

City Engineer Milano also discussed how streets are rated. He stated that a sample unit of a section is inspected then staff records the type, severities, and quantities. The ranges run from low to medium to high. Pavement Condition Index (PCI) measures the condition of streets using a scale from 0-100, with the highest on the scale needing only general maintenance and the lowest on the scale needing reconstructive work.

In response to Chair Webber's question regarding whether the program balances priority for roads less traveled, Mr. Milano indicated that the program adjusts for major arterial streets versus collector streets. Mr. Milano stated that staff will never manually change the PCI, instead staff will manually update work done on streets and the program will adjust.

Committee Member Higgins commented on the average PCI rating of 66-68 for Norco streets creates a false positive for cost because the reality is that most of the streets are at the level of reconstruction. Committee Member Higgins requested information on the streets in the lower 50% and 25% of the rating system. Mr. Milano stated that it would take approximately two weeks to compile the information requested.

Ted Hoffman commented on the larger number of commercial vehicles in the City because of the equestrian lifestyle and asked if this is factored in to the program. Mr. Milano stated that it is not but when streets are rated then it could be added as a contributing factor.

City Engineer went on to discuss preventative maintenance versus rehabilitation. He also discussed budget needs with a five-year analysis period. Mr. Milano commented on the importance of not deferring maintenance. The chart Mr. Milano presented noted that when maintenance is deferred, PCI ratings fall. The chart also demonstrated the PCI ratings for an unconstrained budget, a \$2 million budget, and a \$500,000 budget per year. It was noted that the City currently receives \$500,000 annually in Measure A funds. Committee Member Higgins asked for information on the number of streets and the costs to bring the lower rated PCI streets up to the 66-68 PCI average.

Committee Member Burt inquired about the PCI averages for other cities. In response, Mr. Milano stated that for Los Angeles County, the requirement is to update the PMS every three years. Currently, there is no requirement from the State or the County of Riverside for the City of Norco to maintain a standard or average PCI.

Committee Member Dixon asked about what the average amount is that has been budgeted in the past five years for streets. In response, Mr. Okoro indicated he would provide that information at a future meeting. Committee Member Dixon commented that this PMS

presentation is a great learning tool. Ms. Dixon is interested in knowing the PCI numbers for the past five years.

Committee Member Padilla asked if PMS takes into consideration traffic from other cities. In response, Mr. Milano indicated that the program bases the ratings off of the classifications of the streets.

Chair Webber stated that the Committee is looking at a 20-year plan. Mr. Milano stated that the plan presented is a five- and ten-year plan. Mr. Milano stated that he would attempt to get figures for a 20-year plan.

Chair Webber reiterated what is requested from staff for the September 15<sup>th</sup> meeting:

- Committee Member Higgins requested information on streets below 50% PCI and the costs associated with bringing the lower PCI streets to standard;
- The maintenance cost for a 20-year plan; and
- Mr. Okoro to provide a recap of what has been spent on streets for the past five years.

Committee Member Bash requested electronic copies of the two large maps displayed at tonight's meeting.

**2. Buildings, Facilities, and Parks: Presentation by the Director of Parks, Recreation and Community Services Department Providing an Overview on the Conditions and Needs of Buildings, Facilities, and Parks.**

This item was continued to the next meeting on August 18, 2014.

## **COMMITTEE AND STAFF COMMENTS**

Committee Member Burt reiterate her suggestion of not getting rid of trail fencing. Ms. Burt toured Mira Loma, which has curb and gutter without fencing, and commented on the bad aesthetics.

Committee Member Schwab commented that during the recent heavy rains, the trails without ruts held up better, and the trail with the wax-coated DG at Pike Peak Park was in excellent condition.

## **PUBLIC COMMENTS**

None.

## **ADJOURNMENT**

Chair Webber adjourned the meeting at 8:08pm.

## Ad-Hoc Committee and Public Suggestions Log Sheet

Streets	Trails: Fencing	Trails: DG/Materials	Trails: Programs/Fees	Water	Storm Drains	Buildings	Parks	Public Education	Misc.
	Installation of one rail versus two – cost savings.	Fine, compacted woodchips	Trails maintenance volunteer program	Reclaim storm water			Creation of park foundations to help fund parks	Educating the public on maintenance and funding issues (PSAs)	Use of grant funds
	Trails fencing on major roadways only	Pea gravel	Community trail clean-up program	Funding water conservation projects				Notice in water bills regarding trail maintenance responsibility	Structured fee for horse ownership
	Priority for trail fencing given to major roadways		A fee-based Adopt-A-Trail program	Use of reclaimed water for parks				Warnings for non-compliance of trail maintenance sent in water bills.	Recreation tax per unit per lot
	Installation of rolled curbs as opposed to trail fencing – cost savings.		Trail maintenance fee					“Straight Trail Talk” flyer in water bills, on City website, and City Facebook page	Motorcycle officer
	Intermittent versus continuous trail fencing		Issuing citations and penalties for non-compliance of trail maintenance						Modifying NMC clarifying that erosion caused by property owner is not the City’s responsibility
	Define street trails		Citizens Patrol issuing trail violation citations						

## Ad-Hoc Committee and Public Suggestions Log Sheet

			City-wide assessments similar to LMDs						
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