



**CITY OF LOMA LINDA
CITY COUNCIL, HOUSING AUTHORITY AND SUCCESSOR
AGENCY AGENDA
SPECIAL JOINT MEETING**

Tuesday, July 1, 2025, 7:00 PM

Council Chambers

25541 Barton Road

Loma Linda, CA 92354

The Special Joint Meeting of the Loma Linda City Council, Housing Authority and Successor Agency is scheduled in the Council Chambers, 25541 Barton Road, Loma Linda, California. Under Municipal Code Section 2.08.010, study sessions or closed session items may begin at 5:30 pm. or as soon thereafter as possible. A recess may be called at the discretion of the City Council.

The Agenda and Reports are available for public review in the City Clerk's Office during regular business hours and can also be accessed on the City's website at www.lomalinda-ca.gov at least 72 hours before the meeting. Individuals wishing to speak on agenda items are encouraged to submit their names using the kiosk at the meeting or through the City's website. Speakers are required to provide their names for the public record. Comments provided during Oral Reports/Public Participation is limited to 3 minutes for each speaker. Please note that the meetings are recorded for public record.

In accordance with the Americans with Disabilities Act (ADA), if an individual requires special assistance to provide public comments or need other accommodations, please contact the City Clerk at least 48 hours before the meeting at (909) 799-2819 or via email at larreola@lomalinda-ca.gov to allow time for the City to make reasonable arrangements to the best of their ability.

1. Call to Order

1.A. Call to Order - City Council [CC], Housing Authority Board [HA], and Successor Agency [SA]

— PLEASE NOTE that each agenda item will specify the applicable governing body to take action using the corresponding abbreviation.

1.B. Roll Call

1.C. Workshop - 6:00 pm - Council Chambers

Joint City Council and Planning Commission Presentation

— Role of Public Officials and Compliance with the Brown Act - Presentation by City Attorney Robbins

1.D. Invocation and Pledge of Allegiance -Mayor pro tempore Dailey

1.E. Items to be Added or Deleted

1.F. Oral Reports/Public Participation - Non-Agenda Items (Each Speaker limited to 3 minutes. Pursuant to the Brown Act, no action or discussion can be taken by City Council, Housing Authority or Successor Agency)

2. Presentation

No items scheduled

3. Public Hearing and Scheduled Items

3.A. Public Hearing - Council Bill #R-2025-23 - A Resolution Adopting the Report and Statement of Expenses for the Spring 2025 Weed Abatement Program (Fire) [CC]

— Recommendation: Adopt Council Bill #R-2025-23, a Resolution, as recommended

3.B. Public Hearing - Council Bill #R-2025-18 - A Resolution Adopting the Five-Year Capital Improvement Plan for Fiscal Years 2025/2026 through 2029/2030 (Public Works) [CC]

— Adopt Council Bill #R-2025-18, a Resolution, as recommended

3.C. Council Bill #R-2025-27 - A Resolution Initiating Annexation 80 to Landscape Maintenance District No. 1 and scheduling a Public Hearing for September 9, 2025, for Annexation to Landscape Maintenance District No. 1 (Tract 20403 – Covenant Point) (Public Works) [CC]

— Recommendation: Adopt Council #R-2025-27, a Resolution, as recommended

3.D. Council Bill #R-2025-28 - A Resolution Initiating Annexation 81 to Landscape Maintenance District No. 1 and scheduling a Public Hearing for September 9, 2025, for Annexation to Landscape Maintenance District No. 1 (Tract 20404 – Haven at Covenant Point) (Public Works) [CC]

— Recommendation: Adopt Council Bill #R-2025-28, a Resolution, as recommended

3.E. Council Bill #R-2025-29 - A Resolution Initiating Annexations to Streetlight Maintenance District No. 1 and scheduling a Public Hearing for September 9, 2025, for Annexations to Streetlight Maintenance District No. 1 (Tracts 20403 & 20404 – Covenant Point & Haven at Covenant Point) (Public Works) [CC]

— Recommendation: Adopt Council Bill #R-2025-29, a Resolution, as recommended

4. Consent Calendar

4.A. Approve Grant Service Agreement with Townsend Public Affairs for Grant Writing and Management Services in an Amount Not To Exceed of \$46,000 (Administration) [CC]

— Recommendation: Approve an agreement with Townsend Public Affairs as recommended

4.B. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2025-26 (Administration) [CC]

— Recommendation: Approve the Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector

4.C. Extension of Annual Service Contracts for City Services for Fiscal Year 2025-26 (Public Works) [CC]

1) Adopt-A-Highway – Maintenance of hardscape at the On- and Off-ramps at 1-10 Fwy at Mt. View Ave.; 2) Willdan Financial Services – District Administrative Services for the Landscape Maintenance Districts (LMD) and Street Light Districts (SLD) assessment areas; 3) Facilities Protection Systems, Inc. – Fire Protection System Monitoring and Preventative Maintenance for all city buildings; 4) Lloyd Pest Control – Rodent Abatement at City Hall and all city parks; 5) Loma Linda Heat & Air – HVAC Maintenance Service for all city office buildings; 6) St. Francis Electric – Traffic Signal Maintenance citywide; 7) McCrometer – Sewer flow monitoring; and 8) West Coast Arborist – Tree Trimming and Removals.

— Recommendation: Approve the extension of the annual service contracts for the City as recommended

4.D. Extension of Annual Service Contracts for Fire Department Services for Fiscal Year 2025-26 (Fire) [CC]
1) City of San Bernardino – Hearing review services; 2) Comcate Software, Inc. – Code Enforcement Database.; 3) Dennis Grunn & Associates a Willdan Engineering Company – Fire Prevention Plan Check/Inspection Services; 4) ESRI, Inc. – ArcGIS online viewer annual subscription; 5) HRE, LLC – Performance Management Software; 6) Lexipol, LLC – Standard Operation Procedures (Software); 7) Orkin Services of California – Pest Control Services for Station 251 and 252; 8) Phoenix Group Information Systems – Code and Animal Control citation collection, Parking Permit management, and delinquent parking recovery program; 9) Phong Nguyen, MD – Medical Director EMS Services; 10) Roadpost – Satellite service; 11) US Tronics – Satellite phone service; 12) Wittman Enterprises, LLC. – Medical billing services; and 13) CONFIRE – JPA Dispatch/CAD/Geofile/800Mhz Services

— Recommendation: Approve the extension of the annual service contracts for Fire Department as recommended

4.E. Notice of Completion of the Installation of ADA Ramps, Sidewalks at Various Locations for \$230,458.75 (CIP 24-122) - Contractor: S & H Civilworks (Public Works) [CC]

— Recommendation: Accept the project as complete and authorize recordation of Notice of Completion documents

4.F. Council Bill #R-2025-30 - Modifying Conditions of Employment, Benefits, and Salary for the Loma Linda Fire Management Unit Effective July 1, 2025 and Approve A Supplemental Appropriation of \$88,800 from General Fund Reserves (Administration) [CC]

— Recommendation: Adopt Council Bill #R-2025-30, a Resolution, as recommended

5. Old Business

6. New Business

6.A. Report on the Scheduled Fiscal Year 2025/2026 City Projects for the City (City Manager) [CC]

7. Reports

7.A. Reports of Council Members

7.B. Reports Of Officers

8. Adjournment

POSTING

I, Lynette Arreola, City Clerk, do hereby certify and declare that, I caused this agenda to be posted at the following three (3) locations, to-wit: 1) Loma Linda Branch Library, 25581 Barton Road, Loma Linda, California; 2) City Council Chambers, 25541 Barton Road, Loma Linda, California; 3) U. S. Post Office Annex, Newport Avenue, Loma Linda, California

Lynette Arreola, City Clerk
City of Loma Linda, California



Date Posted: June 26, 2025



Special Joint City Council-Housing Auth-Successor Agency Staff Report

A. Public Hearing - Council Bill #R-2025-23 - A Resolution Adopting the Report and Statement of Expenses for the Spring 2025 Weed Abatement Program (Fire) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Public Hearing and Scheduled Items Item: 3A.
To	From
City Council	Tom Ingalls, Fire Marshal
Via	
Dan Harker, Fire Chief	

RECOMMENDATION:

It is recommended that the City Council:

1. Accept the Spring 2025 Weed Abatement Program report;
2. Approve the accounting of costs; and
3. Adopt Council Bill #R-2025-23, waive the reading in its entirety and read by title only a Resolution establishing the Statement of Expenses and imposing liens on properties for payment.

BACKGROUND:

The California Fire Code, 2022 edition, Section 304, adopted and amended by Loma Linda Municipal Code, Chapter 15.28, establishing the authority for removing combustible vegetation when it is determined to be a fire hazard. Section 304.1.2 states "Weeds, litter, flammable waste, grass or other vegetation capable of being ignited and endangering property shall be cut down and removed by the owner or occupant of the premises." Vegetation clearance requirements in the wildland-urban interface areas shall be in accordance with Chapter 49.

ANALYSIS:

The Spring 2025 Weed Abatement program began **April 1–2, 2025**, with initial inspections of approximately 300 parcels. Pursuant to Sections 104.5 of the International Fire Code, **248** Notices to Clean Property were sent by regular mail on **April 2, 2025**, to the **OWNERS OF RECORD** as provided by the County Assessor's office (See Exhibit "A" for a copy of the Notice). **Seven (7) letters were returned to sender.** Returned notices were posted on the physical properties for owner of record to see. Updated property owners information were obtained by checking current records on hand with the County Assessor's office. If changes to the property owner occurred, a notice was generated manually, sent to the corrected address by certified mail, and the parcel was added to the extension list. Follow-up inspections began **May 6 & 7, 2025**. If abatement had not been accomplished or if arrangements for a time extension had not been made with this office, the parcels were placed on an abatement list. The list was given to the City's Contractor for initiation of abatement work. Combustible vegetation/fire hazards were abated by the City contractor on 14 parcels.

On **June 17, 2025**, invoices were mailed to the **OWNERS OF RECORD** for each parcel, providing an opportunity to make payment by **July 1, 2025**. These invoices (refer to Exhibit "B") included the cost of the work performed by the City's contractor, along with the City's administrative fee. Parcels that were abated by the contractor but **remain unpaid** are identified on the *Spring 2025 - Statement of Expenses*, Exhibit "C". Payment to the contractor was issued by the City upon completion and verification of the abatement work.

Property owners have the opportunity to appear at the hearing to ask questions or dispute any bills or proceedings.

Subsequent to the July 1, 2025, public hearing and City Council action, the Spring 2025 - Statement of Expenses report with accompanying Resolution, Exhibit "D", will be forwarded to the Property Tax Division of the San Bernardino County Auditor/Controller-Recorder for collection as assessments and/or liens against the property.

ENVIRONMENTAL IMPACT:

No adverse environmental impact. The Weed Abatement program removes weeds and other flammable vegetation or combustible waste that is deemed to present a fire hazard.

FINANCIAL IMPACT:

Recovery of abatement costs and administrative fees as outlined on the Spring 2025 - Statement of Expenses, Exhibit "C".

Attachments

[Exhibits A-C - 2025 Spring Weed Abatement Reports.pdf](#)

[Exhibit D - Resolution 2024 Spring Weed Abatement Program.pdf](#)



City of Loma Linda Fire Department

Community Risk Reduction Division

NOTICE TO CLEAN PROPERTY

4/2/2025

CITY OF LOMA LINDA
25541 BARTON RD
LOMA LINDA CA 92354

Parcel Number: 028426107

Location:

Under the provisions of the California Fire Code, 2022 edition, Section 304.1.2 adopted and amended by Loma Linda Municipal Code Chapter 15.28, an inspection of the property listed above has been performed by this Department. Based upon the inspection, a fire hazard, or potential fire hazard has been determined to exist on this property. Notice is hereby given that **any weeds, tumbleweeds, dead grasses, vines, dead shrubs, dead trees, trimmings, or other combustible materials or debris present on your lot, field or parcel of land** are a fire hazard or in all probability will become a fire hazard, and as such must be removed or abated. In addition, any weeds or combustible materials must be **cleared away from any road or street for a distance of 10 ft.** See **NOTES** for special remarks concerning this parcel.

NOTES: Remove Weeds/Tumbleweeds/Dead Vegetation & Branches/ Rubish.

Any weeds or other fire hazards as listed above on this property must be removed or abated in an acceptable manner by **May 5, 2025**. Failure to remove or abate by this date will be cause for the City of Loma Linda or it's designated contractor to enter onto the property to accomplish the abatement. In addition to the costs for cleaning, you will also be assessed an administrative fee of 70% of the cost of the work or \$100, whichever is greater. Failure to pay all charges will cause a tax assessment and lien to be placed against the property.

Due to uncontrolled regrowth, a second or third clean up of the property may be necessary during the year. Property owners are advised that it is their responsibility to maintain their property in good condition and that any re-growth during the year may be subject to removal without further notice if determined to be a fire hazard.

This Notice is given pursuant to the provision of the California Fire Code Section 114.7 authorizing action to remove any hazard deemed unsafe. The Fire Department maintains a consistent and impartial position in the application and enforcement of the California Fire Code. For further information, please call (909) 799-2859.

You as owner, occupant or person otherwise in charge of the property may appeal to the Fire Marshal of the City of Loma Linda any of the requirements of this Notice pursuant to Loma Linda Municipal Code Section 2.08.030. Such an appeal shall be in writing and shall be submitted only after all reasonable efforts to resolve the matter have been exhausted with the staff of this Department. Said appeal may include any arguments why the property should not be declared a fire hazard and abated by the City. Any appeal shall be submitted to this Department within ten (10) calendar days from the date of this Notice.

If you are no longer the owner of this property or are in the process of selling it, please inform the new owner of this Notice, and advise this Department in writing of the date the title change occurred. All address information used to mail Notices has been provided by the San Bernardino County Assessor's Office.

Tom Ingalls
Fire Marshal



City of Loma Linda

25541 Barton Road, Loma Linda, California 92354-3160 • (909)799-2859 • fax (909) 799-2891

Sister City – Manipal, Karnataka, India

INVOICE

June 17, 2025

CITY OF LOMA LINDA
ADDRESS UNKNOWN

Parcel Number: 028320107
Location: 0

Under the provisions of the International Fire Code, 2018 edition, adopted and amended by the State of California as the 2022 California Fire Code, and the Loma Linda Municipal Code Chapter 15.28, a fire hazard that existed on the above real property was abated by a City contractor. Increase in administrative fees were approved by the Loma Linda City Council and became effective January 23, 2016.

The following amount is now due for **Spring 2025** weed abatement:

Abatement Cost:	\$525.00
Administrative Charges:	\$367.50
Total Due:	\$892.50

Make checks payable to: City of Loma Linda - Weeds
25541 Barton Road
Loma Linda, CA 92354-3160

Payment must be received by **July 1, 2025 at 5:00 p.m.** after which time a Public Hearing will be conducted to hear a Report of Cost. The Public Hearing is scheduled for **July 1, 2025 at 7:00 p.m.** at the City of Loma Linda Council Chambers, 25541 Barton Road, at which time Total Charges will be placed as assessments and or liens against the above real property.

Any appeals for the abatement work performed or the amount billed above should be addressed to the City Council at the time of the Public Hearing.

By:

Tom Ingalls

Tom Ingalls
Fire Marshal

SPRING 2025 - STATEMENT OF EXPENSES
OUTSTANDING WEED INVOICES

Exhibit C

INV #	APN	OWNER	Address of Record	Contractor Cost	Admin Fees	TOTAL	Date Ordered	Date Abated	PAID	NOTES
25112	028320107	Prime Meridian Properties	PO Box 820, Loma Linda Ca 92354	\$ 500.00	\$ 350.00	\$ 850.00	05/06/25	06/02/25		
25111	028326119	Lim, Hung	2404 Falling Oaks Dr. Riverside, CA 92506	\$ 410.00	\$ 287.00	\$ 697.00	05/06/25	05/30/25		
25110	028124104	Loma Linda Gateway LLC	PO Box 847 Carlsbad, CA	\$ 4,075.00	\$ 2,852.00	\$ 6,927.00	05/06/25	05/28/25		
25105	028109141	Patel, Prakash TR	16390 Foothill Blvd. Fontana, CA 92335	\$ 210.00	\$ 147.00	\$ 357.00	05/06/25	05/21/25		
25113	028407105	Salcedo Concepcion Trust	325 Sharon Park Dr Suite 110 Menlo Park, CA 94025	\$ 500.00	\$ 350.00	\$ 850.00	05/06/25	06/02/25		
25109	029213149	Sotelo-Felix, Manuel	2895 N. Colima Ave. San Bernardino, CA 92407	\$ 210.00	\$ 147.00	\$ 357.00	05/06/25	05/28/25		
25108	029213206	Reyes, Yolanda	2205 Woodlawn Cir. Melbourne, FL 32934	\$ 210.00	\$ 147.00	\$ 357.00	05/06/25	05/28/25		
25103	029211152	Lewis Investment Company	PO Box 670, 1156 N. Mountain Ave. Upland, CA	\$ 810.00	\$ 567.00	\$ 1,377.00	05/06/25	05/21/25		
25102	029245114	Loma Linda CDM LLC	1103 E. Casmalia Ave. Rialto, CA 92377	\$ 640.00	\$ 448.00	\$ 1,088.00	05/06/25	05/15/25		
25106	028109123	Cobanov, Guadalupe Trust	1205 Via Zumaya, Palos Verdes, CA 90274	\$ 210.00	\$ 147.00	\$ 357.00	05/06/25	05/21/25		

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING THE REPORT AND STATEMENT OF EXPENSES FOR THE SPRING 2025 WEED ABATEMENT PROGRAM AND IMPOSING A LIEN UPON PROPERTY FOR PAYMENT THEREFOR

WHEREAS, the Weed Abatement Program of the City of Loma Linda has been carried out in accordance with Municipal Code requirements; and

WHEREAS, the City Council has held a hearing on the statement of expenses for abatement of the nuisances and has heard and considered the staff report and all objections or protests;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Loma Linda as follows:

1. That the statement of expenses attached hereto as Attachment "A" and incorporated herein by reference, is hereby confirmed and adopted as amended; and
2. That the Statement of Expenses (Attachment "A") is fair, reasonable, and appropriate; and
3. That the cost of the abatement work done or caused to be done by the City as shown on the statement of expenses is hereby ordered to be paid by **July 1, 2025**; and
4. That, if said costs have not been paid by **July 1, 2025**, they shall constitute a lien upon the real property against which the nuisance was abated and shall be collected either by a personal civil suit against the person creating, causing, or permitting the nuisance, or by a special assessment against the real property; and
5. That the City Clerk shall file a certified copy of this Resolution and report and statement of expenses as amended with the San Bernardino County Auditor, Assessor, and Tax Collector, and shall direct the Auditor to enter the amounts of the charges contained in the report and statement of expenses against the real property described in the report and statement of expense; and
6. That the amount of the charges shall constitute a lien against the real property against which the charges have been imposed; and

7. That the Tax Collector shall include the amount of the charges on the bills for taxes levied against said real property and the same shall be collected in the same manner together with the general taxes for the City of Loma Linda, and shall be subject to the same penalties and interest.

PASSED, APPROVED, AND ADOPTED this 1ST day of July 2025, by the attached certified vote:

Phillip Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk

CERTIFIED VOTE

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Resolution No. xxx was duly adopted by the City Council at a meeting thereof held on the 1ST day of July 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF I have hereto set my hand or affixed the Seal of the City of Loma Linda this 1st day of July 2025.

Lynette Arreola, City Clerk
City of Loma Linda



Special Joint City Council-Housing Auth-Successor Agency Staff Report

B. Public Hearing - Council Bill #R-2025-18 - A Resolution Adopting the Five-Year Capital Improvement Plan for Fiscal Years 2025/2026 through 2029/2030 (Public Works) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Public Hearing and Scheduled Items Item: 3B.
To	From
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council adopt Council Bill No. R-2025-18, waive the reading in its entirety and read by title only a Resolution approving the Capital Improvement Program (CIP) for Fiscal Year 2025-26/2029-30.

BACKGROUND:

Annually the City Council reviews and approves various aspects of the Capital Improvement Program, such as Measure I, SB1 and the CPNA planning for projects. Then through the budget process funding is approved. The Five-year Capital Improvement Program covers projects as well as other parts of the Public Works Department responsibilities.

ANALYSIS:

The Capital Improvement Program covers the seven (7) areas of responsibility that make up the Public Works Department. These are Fleet, Facilities (Buildings), Parks, Sewer, Water, Storm Drain, and Streets (including lighting). Engineering and GIS provide support for these areas of responsibilities. This report covers funding sources and expenditures

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

This is a planning document.

Attachments

[Resolution - CIP.pdf](#)

[CIP Report - FY 25-26 to 29-30.pdf](#)

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF CITY OF LOMA LINDA, CALIFORNIA APPROVING AND ADOPTING THE CAPITAL IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2025-2026 THROUGH 2029/2030

WHEREAS, the City of Loma Linda recognizes the importance of planning and investing in infrastructure and capital projects to ensure the well-being and continued development of the community;

WHEREAS, a Capital Improvement Plan (CIP) is a crucial tool used by municipalities and public entities to identify needed capital projects, prioritize them, and coordinate their timing and financing;

WHEREAS, the City of Loma Linda has developed and presented the Five-Year Capital Improvement Plan (CIP) for Fiscal Years 2025/2026 though, which outlines proposed capital projects, including necessary supporting information, cost estimates, financing methods, and recommended time schedules;

WHEREAS, the proposed CIP aims to efficiently utilize public funds for capital improvements throughout the city of Loma Linda over the next five years;

WHEREAS, the City Council finds the proposed CIP consistent with the City of Loma Linda General Plan; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Loma Linda, California approves and adopts the Fiscal Year 2025-2026 to 2029/2030 Capital Improvement Plan (CIP), attached as Exhibit "A";

BE IT FURTHER RESOLVED that adopting the CIP is exempt from review under the California Environmental Quality Act (CEQA);

BE IT FURTHER RESOLVED that the City Council is authorized to implement the approved CIP;

BE IT FURTHER RESOLVED that the City Manager or his designee is authorized to execute necessary documents for CIP implementation;

BE IT FURTHER RESOLVED that a certified copy of the CIP shall be filed with the City Manager and the office of the City Clerk for public inspection;

BE IT FURTHER RESOLVED that this resolution takes effect immediately upon passage.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Loma Linda
this 1st day of July 2025 by the attached certified vote:

Phillip Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk

CERTIFIED VOTE

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Resolution No. xxxx was duly adopted by the City Council at a meeting thereof held on the 1ST day of July 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF I have hereto set my hand or affixed the Seal of the City of Loma Linda this 1st day of July 2025.

Lynette Arreola, City Clerk
City of Loma Linda

CITY OF LOMA LINDA

FY 2025-2026 / 2029-2030

“Serving...Protecting...Caring”



Pickle Ball Courts at Leonard Bailey Park



CAPITAL IMPROVEMENT PROGRAM



CITY OF LOMA LINDA

25541 Barton Road, Loma Linda, California 92354-3160 • (909) 799-2800 • (909) 799-2890

Sister Cities: Manipal, Karnataka, India – Libertador San Martin, Argentina • www.lomalinda-ca.gov

June 10, 2025

Honorable Mayor and City Council,

I am pleased to submit for your consideration a new Capital Improvement Program (CIP) for Fiscal Years 2025/2026 through 2029/2030.

The five-year CIP is a plan to construct proposed capital improvement projects along with their estimated costs and funding sources. These improvements provide the quality service and improvements expected by the residents and businesses of the City of Loma Linda. The program prepared in fiscal year increments (see Summary of Expenditures section), is reviewed and updated by the City Council annually. This is to confirm or reorganize projects reflecting current priorities and capital improvements to be included in the coming year's budget.

Thank you for your consideration of this important document.

T. Jarb Thaipejr, P.E.
City Manager/ Public Works Director/ City Engineer

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Introduction

Capital improvement programming incorporates planning on a short-range and mid-range basis. It links and coordinates long-range general plans with growth, development and the annual budgetary process. The Capital Improvement Program (CIP) formulates a plan, on a priority basis, to comply with State law within the confines of the financial capabilities of the City. It is necessary to carefully analyze the manner in which funds are programmed for improvements. Fiscal analysis, aimed at maximizing local resources, is a significant element of the program. In this way, the City attempts to achieve the goals and objectives of the citizens through the City Council.

In planning a Capital Improvement Program, it is necessary to analyze the impact of individual projects on the operating budget. All capital projects entail some operation and maintenance costs that will have to be carried as an on-going expense. In this analysis, the continuing operational costs must be considered against the public benefit as well as operational savings resulting from the replacement of substandard or outdated facilities.

The CIP is a planning document and does not appropriate any funds:

The projects approved during the CIP process for the upcoming fiscal year are incorporated into the proposed yearly budget. The City Council approves appropriations for those projects through adoption of the annual budget. The remaining four years reflect staff's recommended priorities and are reviewed and revised annually by the City Council.

CIP Organization:

The CIP is divided into seven major categories as follows:

Fleet:

Fleet projects include the replacement of automotive equipment as well as new vehicles. Funding for these projects come from various accounts.

General Buildings:

General Buildings projects include remodeling and replacing existing facilities and/or constructing new facilities. Funding for projects come from the City General Fund, Federal Funds e.g. Community Development Block Grants (CDBG) and State funds.

Parks and Recreation:

Parks and Recreation projects include maintenance and upgrade of parks, game courts and fields, lighting, recreation buildings, park restroom buildings and playground equipment. Park Construction Fees, Community Development Block Grant (CDBG) and Park Bond Fund are typical funding sources.

Sewer:

The Sewer Program includes projects to increase system capacity for new users, replace aging or obsolete systems and to meet new regulatory requirements. Sewer connection fees and sewer enterprise monies and development impact fee fund projects.

Storm Drains:

The Storm Drain Program includes projects to install new storm drain systems as provided in the City's comprehensive Storm Drain Master Plan or replace aging or obsolete systems. Development fees and Storm Drain capital funds typically fund these projects.

Streets and Street Lights:

The Streets and Street Lights program include projects to extend and widen streets, street resurfacing, construct bridges, curbs, gutters, sidewalks, handicap ramps, bikeways, street lighting systems, traffic signals and acquiring right of way. Funding for projects may come from Federal and State aid, State Gas Tax funds, Half Cent Sales Tax funds (Measure I), CDBG funds, Traffic system development fees and the Street Light Assessment District taxes.

Water:

The Water Program includes projects to increase system capacity for new users, replace aging or obsolete systems and satisfy new regulatory requirements. Water Enterprise and Water Capital Acquisition proceeds fund projects.

POTENTIAL SOURCES OF FUNDING

The City's General Fund is limited and cannot be relied upon to finance all Capital Improvement Projects. A number of other sources are utilized to complete the high priority items. These include:

1. Community Development Block Grant Funds (CDBG)
2. County Funds
3. Donations
4. Congestion Management and Air Quality Program (CMAQ)
5. Fire Equipment Capital Fund
6. Fire Facilities Fund
7. Half-Cent Sales Tax - Arterial Funds (MSART)
8. Half-Cent Sales Tax - Local Funds (Measure I)
9. Hazard Elimination Safety Program (HES)
10. Highway Bridge Rehabilitation & Replacement (HBRR) Funds
11. Senate Bill 1 (SB1)
12. Land and Water Conservation Fund
13. Landscape Maintenance District
14. Lease Purchase Financing
15. Park Development Fee Fund
16. Revenue Bonds
17. Safe Route to School Fund (SR2S)
18. Section 130 Federal-Aid Grade Crossing Funds
19. Sewer Capital Fund
20. Sewer Enterprise Construction Fund
21. State Gasoline Tax
22. State Infrastructure Bank Loan
23. Storm Drain Capital Fund
24. Street Light Assessment District
25. The Transportation Equity Act for the 21st Century (TEA21)
26. Traffic Systems Fee Fund
27. Transportation Demand Act Fund (TDA)
28. Urban Park and Recreation Recovery Act
29. Water Capital Fund
30. Water Enterprise Fund

The above sources of funding have limitations that must be recognized:

1. Community Development Block Grant Funds (CDBG)

The primary objective of this program is to develop viable urban communities, provide affordable housing, a suitable living environment and expand the economic opportunities of low and moderate income persons. This may be achieved through the elimination of slums, blight and detrimental living conditions; conservation and expansion of housing stock; improved public services and land use.

2. County Funds

Funds received from the County of San Bernardino, usually earmarked for a specific project. These can also be the County's share of a joint project within the City's sphere of influence

3. **Donations**

Funds derived from individuals or corporations usually in order to get a tax write-off. Normally, these funds are accounted for in a trust fund. These funds are usually restricted to specific projects.

4. **Congestion Management and Air Quality (CMAQ)**

The 1991 Federal Intermodal Surface Transportation Efficiency Act (ISTEA) provides funds for management of traffic congestion and improving air quality through reduced traffic delay.

5. **Fire Equipment Capital Fund**

New developments are required to pay a fee based upon area for the improvement of fire equipment.

6. **Fire Facilities Fund**

New developments are required to pay a fee based upon area for the improvement of fire facilities.

7. **Half-Cent Sales Tax - Arterial Fund (MSART)**

Measure "I" Arterial Funds have been allocated by San Bernardino County Transportation Authority (SBCTA) for transportation projects within the region.

8. **Half-Cent Sales Tax - Local Funds (Measure I)**

Measure "I" Local Funds are distributed to cities on a per capita basis. These funds must be expended on streets and roads pursuant to a Twenty Year Transportation Plan and a Five Year CIP adopted by City resolution.

9. **Hazard Elimination Safety Program (HES)**

Projects within high accident areas are submitted to Caltrans. Those projects with a sufficiently high priority are designated to receive 90% funding of the project with a 10% local match.

10. **Highway Bridge Rehabilitation & Replacement (HBRR) Funds**

Federal Funds are provided under this program to finance 80% of the cost for rehabilitating or replacing bridges that are sufficiently deteriorated. The remaining 20% is funded with local match. Caltrans determines the level of deterioration.

11. **Senate Bill 1 (SB 1)**

On April 28, 2017 the Governor signed Senate Bill 1 to address basic road maintenance, rehabilitation and critical safety needs on State and Local road systems. This effort will be funded by increases in fuel taxes and vehicle registration fees. The first step to access these funds is to provide the State with an approved project list including annual Capital Improvement budgeting.

12. **Land and Water Conservation Fund**

The purpose of this State fund is to acquire and/or develop facilities to satisfy basic outdoor park and recreational needs, with an emphasis on region-wide requirements. Projects must appear in the Parks and Recreation Element of the local General Plan and must conform to the State outdoor recreational plan. The basis for funding is a 50-50 match.

13. **Landscape Maintenance District**

Special assessment districts were formed to identify and assess a property's proportionate share of the cost for construction and maintenance of the City's streetscape. In order for a property to be assessed, it must receive an identifiable benefit from installation of the improvements.

14. **Lease Purchase Financing**

This method is sometimes referred to as the "pay-as-you-use" method. It allows for the expenditure to be made up front and then payments (plus interest) made as the capital improvement is used. This financing method can be used for a new telephone or computer system.

15. **Park Development Fund**

This fund was created to assist with the development of the City park system and for the construction and reconstruction of recreational facilities. These funds may be used for the acquisition of land, construction and furnishing of buildings, installation of equipment, etc.

16. **Revenue Bonds**

Bonds whose debt service payments are financed by charges placed exclusively on users. These charges are termed user charges and may include service charges, tolls, special taxes, admission fees, leases and rents. Revenue bonds are similar to bonds issued by private enterprises.

17. **Safe Route to School Fund (SR2S)**

This funding was established as part of AB 1475 in October 1999. The City will compete with other agencies for this funding.

18. **Section 130 of Federal-Aid At-Grade Crossing Funds**

Section 130 of the Federal-Aid Highway Act is used to fund 90% of the cost of adding or upgrading railroad crossing protection devices, a minimum 10% local match is required. The at-grade crossings are selected from a priority list established by the railroad. The funds cannot be used for widening a crossing, those costs have to be borne by the City.

19. **Sewer Capital Fund**

New developments are required to pay a fee based upon area for construction of sewer system.

20. **Sewer Enterprise Construction Fund**

Monies are derived from sewer connection fees. These funds are used to extend the City's sewer system into non-serviced areas and to replace broken or worn out pipelines.

21. **State Gasoline Tax**

The City receives a share of the state taxes on gasoline. Currently, these monies are transferred to General Fund to help fund personnel and equipment costs for maintenance of streets.

22. **State Infrastructure Bank Loan**

The State of California administers a loan program wherein local agencies have access to "below market" loans for the purpose of improving infrastructure.

23. **Storm Drain Capital Fund**

New developments are required to pay a fee based upon area for construction of storm drains.

24. **Street Light Assessment District**

Special assessment districts were formed to identify and assess a property's proportionate share of the cost for construction and maintenance of street lighting in the district.

25. **The Transportation Equity Act for the 21st Century (TEA21)**

Under this program, the City will compete with other agencies for transportation enhancement projects.

26. **Traffic Systems Fee Fund**

Fees collected from trip generating developments to finance traffic related projects or increase system capacity.

27. **Transportation Development Act Fund (TDA)**

The State Transportation Development Act provides that two percent (2%) of Local Transportation Funds (LTF) shall be made available to counties and cities for the exclusive use of pedestrians and bicycles

28. **Urban Park and Recreation Recovery Act**

This Act seeks to restore facilities which have fallen into disrepair; to encourage innovation in recreation programming; to stimulate and support local recreation system maintenance and recovery and to improve the management and delivery of recreational services for urban residents. Funding under this Act is 70% Federal with a 30% local match.

29. **Water Capital Fund**

New developments are required to pay a fee based upon area for construction and improvement of water system.

30. **Water Enterprise Fund**

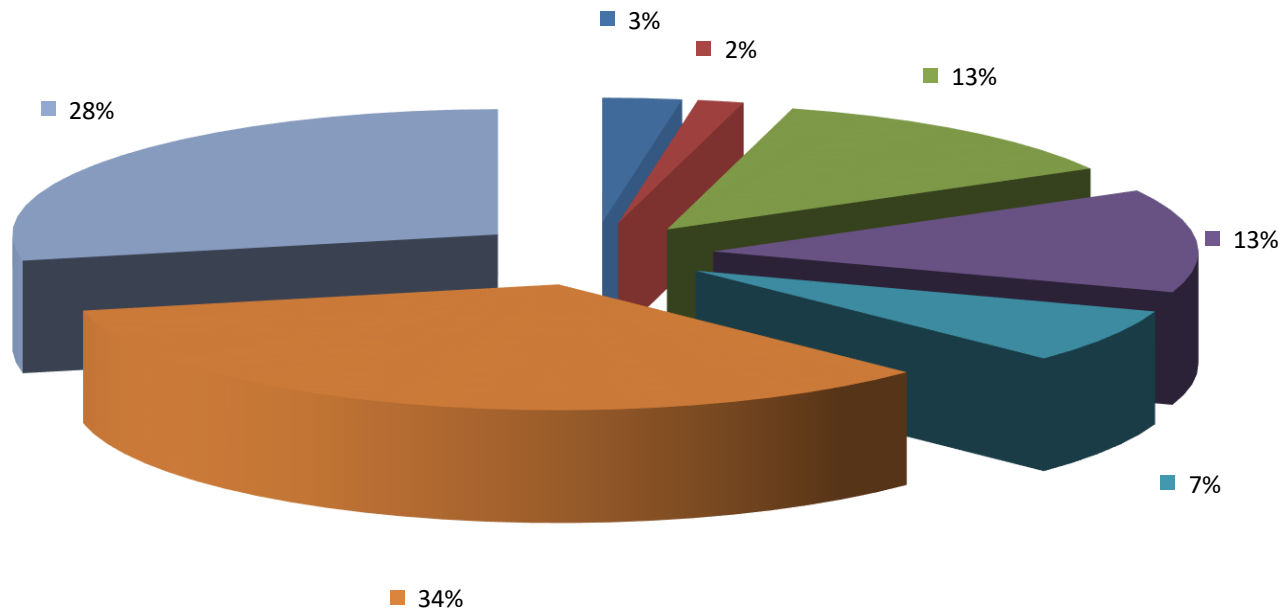
Monies are collected from water usage fees. These funds are used for replacement and maintenance of the City's water system.

**CITY OF LOMA LINDA
PUBLIC WORKS DEPARTMENT**

FIVE-YEARS CAPITAL IMPROVEMENT PROGRAM SUMMARY

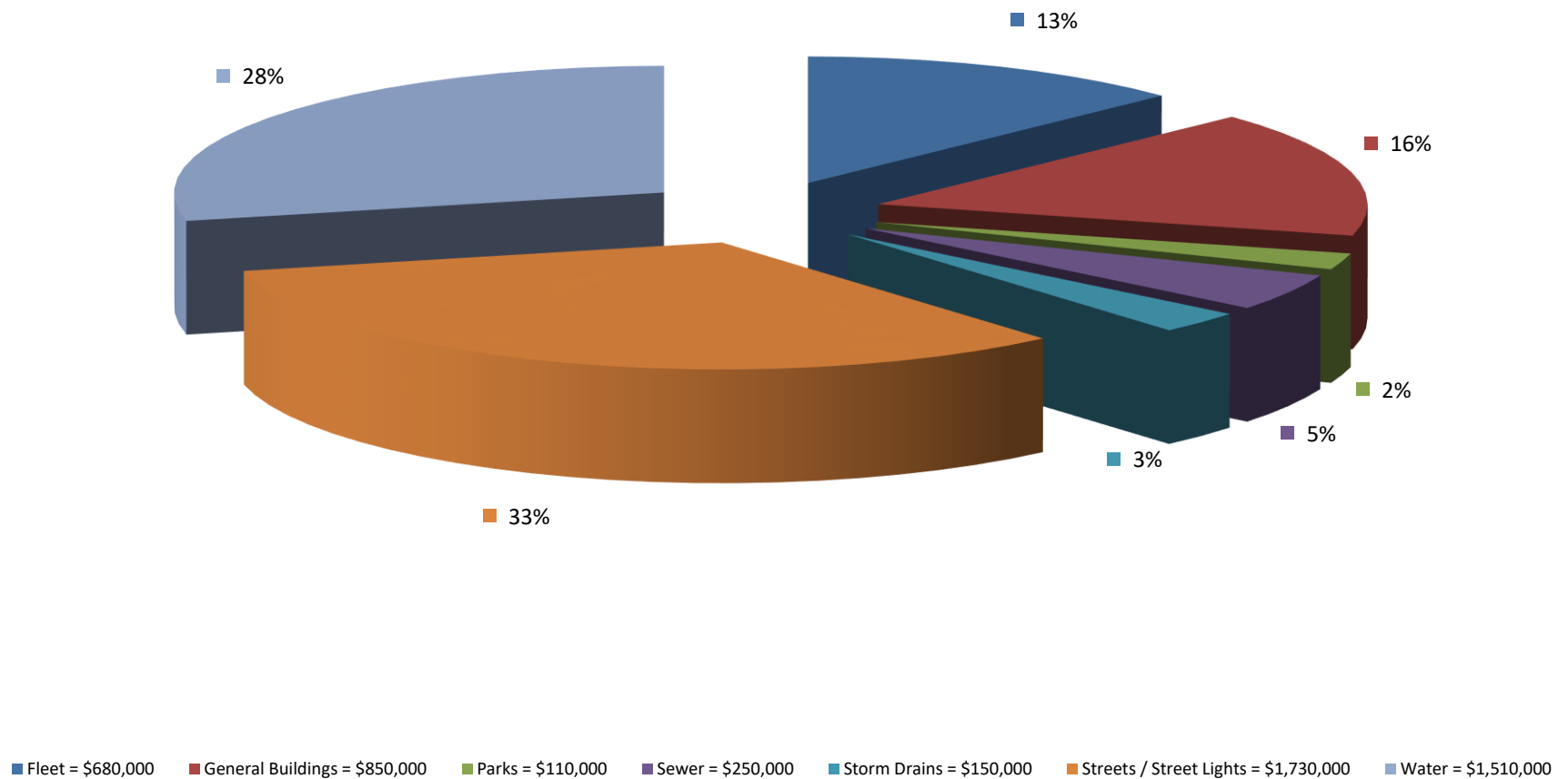
	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	TOTALS
FLEET	\$ 180,000	\$ 680,000	\$ 330,000	\$ 250,000	\$ -	\$ 1,440,000
GENERAL BUILDINGS	\$ 105,000	\$ 850,000	\$ 410,000	\$ 2,260,000	\$ -	\$ 3,625,000
PARKS	\$ 870,000	\$ 110,000	\$ 90,000	\$ 100,000	\$ 90,000	\$ 1,260,000
SEWER	\$ 911,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 1,161,000
STORM DRAINS	\$ 480,000	\$ 150,000	\$ 8,500,000	\$ 600,000	\$ 1,500,000	\$ 11,230,000
STREETS/STREET LIGHTS	\$ 2,346,000	\$ 1,730,000	\$ 1,530,000	\$ 1,530,000	\$ 2,930,000	\$ 10,066,000
WATER	\$ 1,935,000	\$ 1,510,000	\$ 660,000	\$ 60,000	\$ 60,000	\$ 4,225,000
TOTALS	\$ 6,827,000	\$ 5,280,000	\$ 11,520,000	\$ 4,800,000	\$ 4,580,000	\$ 33,007,000

EXPENDITURES BY PERCENTAGE FY 2025-2026

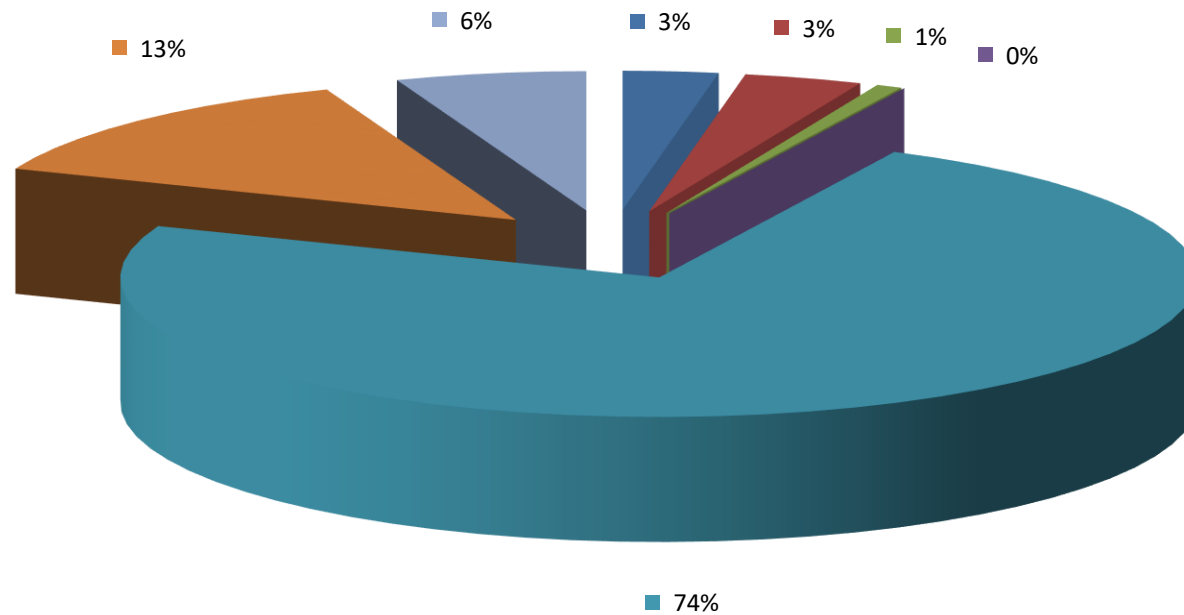


■ Fleet = \$180,000 ■ General Buildings = \$105,000 ■ Parks = \$870,000 ■ Sewer = \$911,000 ■ Storm Drains = \$480,000 ■ Streets / Street Lights = \$2,346,000 ■ Water = \$1,935,000

EXPENDITURES BY PERCENTAGE FY 2026-2027

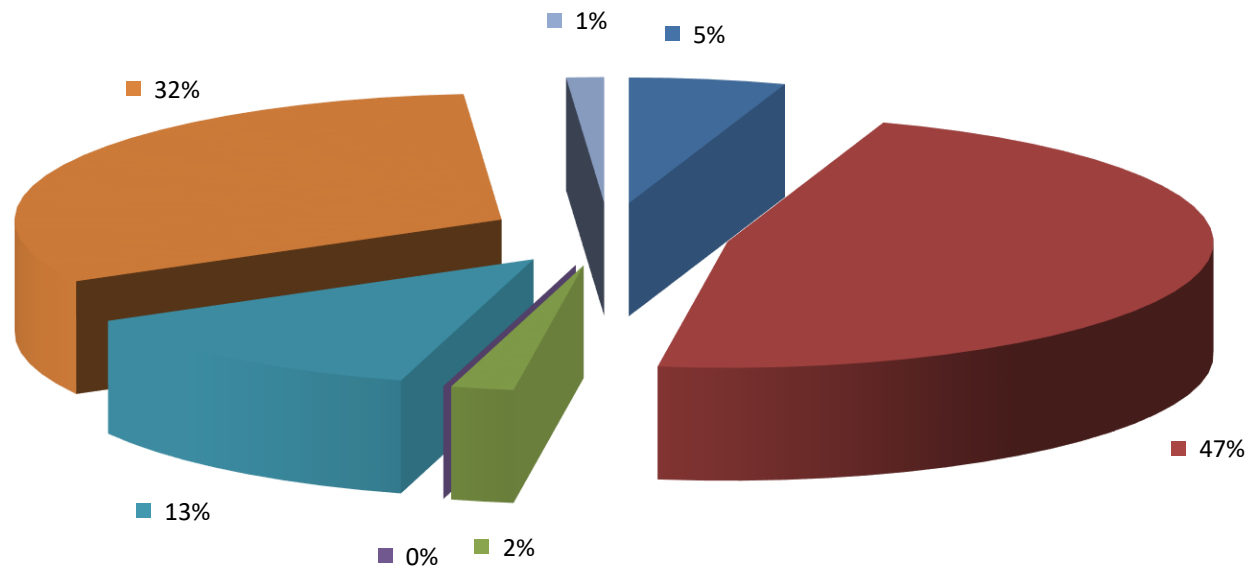


EXPENDITURES BY PERCENTAGE FY 2027-2028



Fleet = \$330,000 General Buildings = \$410,000 Parks = \$90,000 Sewer = \$0 Storm Drains = \$8,500,000 Streets / Street Lights = \$1,530,000 Water = \$660,000

EXPENDITURES BY PERCENTAGE FY 2028-2029

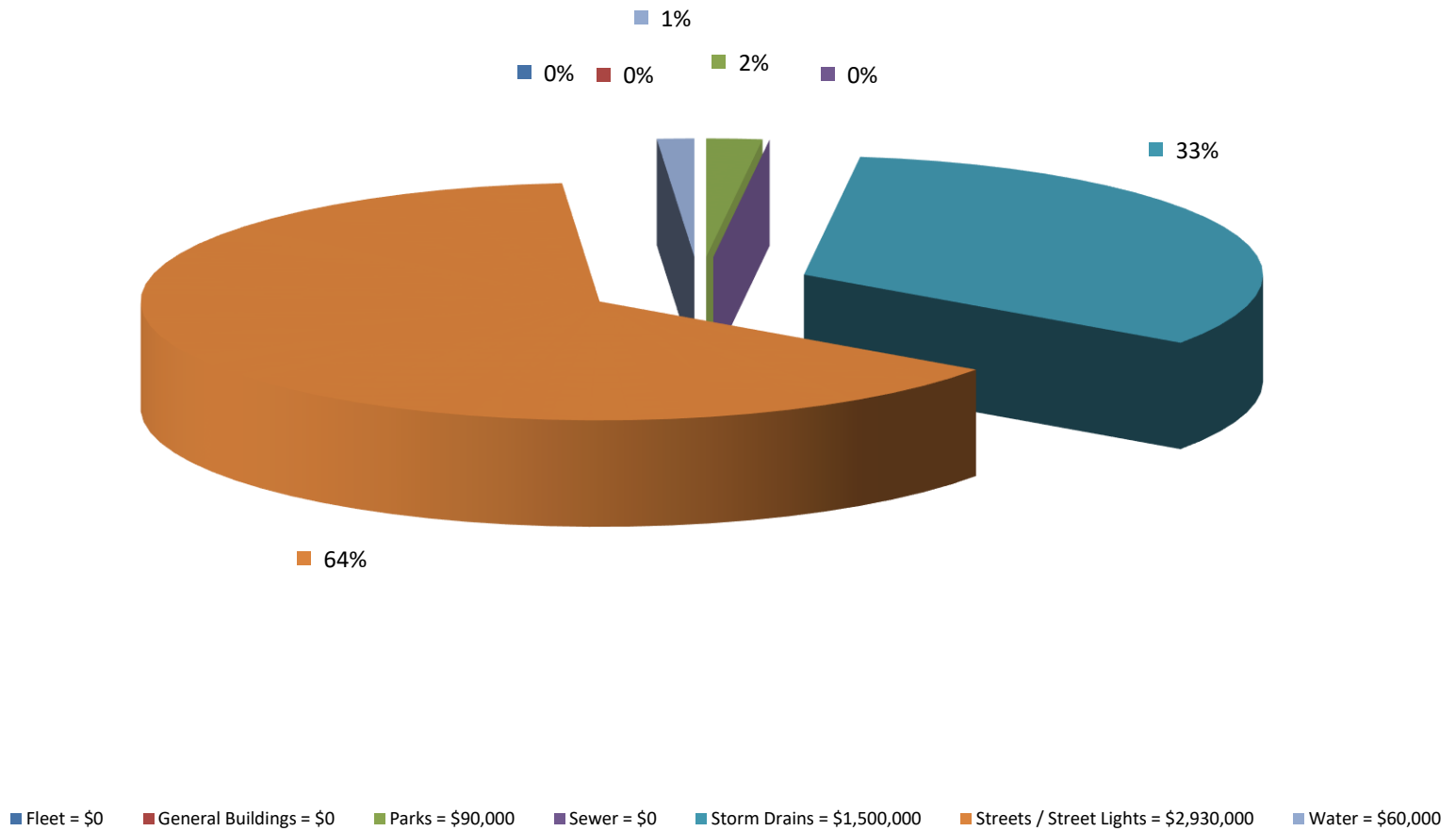


■ Fleet = \$250,000
 ■ Sewer = \$0
 ■ Water = \$60,000

■ General Buildings = \$2,260,000
 ■ Storm Drains = \$600,000

■ Parks = \$100,000
 ■ Streets / Street Lights = \$1,530,000

EXPENDITURES BY PERCENTAGE FY 2029-2030



City of Loma Linda
Capital Improvement Program
FLEET
Project Summary

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	TOTAL
1. Street, Water division - New skid steer	\$155,000	\$0	\$0	\$0	\$0	\$155,000
2. Street, Water division - New trencher	\$25,000	\$0	\$0	\$0	\$0	\$25,000
3. Street division - Replace Caterpillar PL 2WS - Model 420D	\$0	\$200,000	\$0	\$0	\$0	\$200,000
4. Street division - Replace 2008 F550 dump truck, (ST 727)	\$0	\$150,000	\$0	\$0	\$0	\$150,000
5. Street division - Replace 2005 Water truck (JU 783)	\$0	\$250,000	\$0	\$0	\$0	\$250,000
6. Engineering division - Replace 2008 Ford Ranger	\$0	\$80,000	\$0	\$0	\$0	\$80,000
7. Admin. Division - Replace 2004 F-150	\$0	\$0	\$80,000	\$0	\$0	\$80,000
8. Admin. Division - Replace 2010 Honda Insight (PC 520)	\$0	\$0	\$80,000	\$0	\$0	\$80,000
9. Sewer division - Replace 2015 F-150 (SW 964)	\$0	\$0	\$80,000	\$0	\$0	\$80,000
10. Water division - Replace 2011 F-250	\$0	\$0	\$90,000	\$0	\$0	\$90,000
11. Street division - Replace 2015 F-150, (ST 990)	\$0	\$0	\$0	\$80,000	\$0	\$80,000
12. Water division - Replace 2015 F250 truck (PD 962)	\$0	\$0	\$0	\$90,000	\$0	\$90,000
13. Water division - Replace 2017 F-150 (DI 507)	\$0	\$0	\$0	\$80,000	\$0	\$80,000
TOTAL	\$180,000	\$680,000	\$330,000	\$250,000	\$0	\$1,440,000

City of Loma Linda
Capital Improvement Program
FLEET
Project Descriptions

Project	Description	Potential Funding	Cost
2025 - 2026			
1 Street and Water Division	Skid steer	General Fund \$75,000 Water fund \$75,000	\$155,000
2 Sewer and Water Division	Trencher	Sewer Fund \$12,500 Water fund \$12,500	\$25,000
Total			\$180,000
2026 - 2027			
3 Street Division	Replace Caterpillar PL 2WS - Model 420D	General Funds	\$200,000
4 Street Division	Replace 2008 F550 Asphalt dump truck, (ST 727)	General Fund	\$150,000
5 Street Division	Replace 2005 Water truck (JU 783)	General Fund	\$250,000
6 Engineering	Replace 2008 Ford Ranger	General Fund	\$80,000
Total			\$680,000
2027 - 2028			
7 Admin.	Replace 2004 F-150	General Fund	\$80,000
8 Admin.	Replace 2010 Honda Insight (PC 520)	General Fund	\$80,000
9 Sewer Division	Replace 2015 F-150 (SW 964)	Sewer Fund	\$80,000
10 Water	Replace 2011 F-250	Water Fund	\$90,000
Total			\$330,000
2028 - 2029			
11 Street Division	Replace 2015 F150 (ST 990)	General Fund	\$80,000
12 Water	Replace 2015 F250 (PD962)	General Fund	\$90,000
13 Water	Replace 2017 F150 (DI 507)	General Fund	\$80,000
Total			\$250,000
2029 - 2030			
None			

City of Loma Linda
Capital Improvement Program
GENERAL BUILDINGS
Project Summary

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	TOTAL
1. City Yard, Facility Improvement	\$70,000	\$100,000	\$80,000	\$80,000	\$0	\$330,000
2. City Hall, Facility Improvement	\$35,000	\$325,000	\$60,000	\$100,000	\$0	\$520,000
3. Library - Facility Improvement	\$0	\$225,000	\$60,000	\$50,000	\$0	\$335,000
4. City Yard, New Building	\$0	\$200,000	\$0	\$2,000,000	\$0	\$2,200,000
5. Senior Center	\$0	\$0	\$210,000	\$30,000	\$0	240,000
TOTAL	\$105,000	\$850,000	\$410,000	\$2,260,000	\$0	\$3,625,000

City of Loma Linda
Capital Improvement Program
GENERAL BUILDINGS
Project Descriptions

Project	Description	Potential Funding	Cost
2025 - 2026			
1 City Yard	EV Charging station \$20,000, office improvement \$50,000	General Facilitly Fund	\$70,000
2 City Hall	Replace LED lighting	General Fund	\$35,000
Total			\$105,000
2026 - 2027			
1 City Yard	EV Charging station	General Facilitly Fund	\$100,000
2 City Hall	Replace LED lighting \$5,000, Security camera \$20,000, Office imp. \$300,000,	General Fund	\$325,000
3 Library	Flooring Imp. \$12000, Generator \$210,000	General Fund	\$225,000
4 City Yard	Design new building	General Facilitly Fund	\$200,000
Total			\$850,000
2027 - 2028			
1 City Yard	HVAC \$80,000	General Fund	\$80,000
2 City Hall	HVAC \$60,000	General Fund	\$60,000
3 Library	HVAC \$60,000	General Fund	\$60,000
5 Senior Center	Emergency generator	General Fund	\$210,000
Total			\$410,000
2028 - 2029			
1 City Yard	Facility Improvement	General Fund	\$80,000
2 City Hall	Facility Improvement	General Fund	\$100,000
3 Library	Facility Improvement	General Fund	\$50,000
4 City Yard	New Building	General Facilitly Fund	\$2,000,000
5 Senior Center	Facility Improvement	General Fund	\$30,000
Total			\$2,260,000
2029 - 2030			
None			\$0

City of Loma Linda
Capital Improvement Program
PARKS
Project Summary

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	TOTAL
1. Various locations - Tree planting	\$20,000	\$20,000	\$40,000	\$40,000	\$40,000	\$160,000
2. Various locaitions - Art in public place	\$50,000	\$50,000	\$10,000	\$10,000	\$0	\$120,000
3. Lenord Bailey Park, Install pickle ball court	\$300,000	\$0	\$0	\$0	\$0	\$300,000
4. Citrus trail Park, Park improvement	\$500,000	\$0	\$0	\$0	\$0	\$500,000
5. Various locations -Site Improvements	\$0	\$40,000	\$40,000	\$50,000	\$50,000	\$180,000
TOTAL	\$870,000	\$110,000	\$90,000	\$100,000	\$90,000	\$1,260,000

City of Loma Linda
Capital Improvement Program
PARKS
Project Descriptions

Project	Description	Potential Funding	Cost
2025 - 2026			
1 Various Locations	Tree Planting	Park Development Fund	\$20,000
2 Various Locations	Art in public place	Art in public place Fund	\$50,000
3 Lenord Bailey Park	Install pickle ball courts	Park Development Fund	\$300,000
4 Citrus Trail Park	Park improvement	Park Development Fund	\$500,000
Total			\$870,000
2026 - 2027			
1 Various Locations	Tree Planting	Park Development Fund	\$20,000
2 Various Locations	Art in public place	Art in public place Fund	\$50,000
5 Various Locations	Site Improvements	Park Development Fund	\$40,000
Total			\$110,000
2027 - 2028			
1 Various Locations	Tree Planting	Park Development Fund	\$40,000
2 Various Locations	Art in public place	Art in public place	\$10,000
5 Various Locations	Site Improvements	Park Development Fund	\$40,000
Total			\$90,000
2028 - 2029			
1 Various Locations	Tree Planting	Park Development Fund	\$40,000
2 Various Locations	Art in public place	Art in public place	\$10,000
5 Various Parks	Site Improvements	Park Development Fund	\$50,000
Total			\$100,000
2029 - 2030			
1 Various Locations	Tree Planting	Park Development Fund	\$40,000
5 Various Locations	Site Improvements	Park Development Fund	\$50,000
Total			\$90,000

City of Loma Linda
Capital Improvement Program
SEWER
 Project Summary

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	TOTAL
1. Sewer pipe bursting at Rincon St.	\$611,000	\$0	\$0	\$0	\$0	\$611,000
2. Canada St. - Jack and bore steel pipe casing at UPRR	\$300,000	\$0	\$0	\$0	\$0	\$300,000
3. Lilac St. - Pipe bursting from 8" to 12" sewerline	\$0	\$250,000	\$0	\$0	\$0	\$250,000
TOTAL	\$911,000	\$250,000	\$0	\$0	\$0	\$1,161,000

City of Loma Linda
Capital Improvement Program
SEWER
Project Descriptions

Project	Description	Potential Funding	Cost
2025 - 2026			
1 Rincon St.	Sewer pipe bursting from 8" to 12" from Stewart St. to R.R.	Sewer Funds	\$611,000
2 Rincon St./ Canada St.	Jack and bore steel pipe casing under the railroad	Sewer Capital Funds	\$300,000
Total			\$911,000
2026 - 2027			
3 Lilac St.	Pipe Bursting from 8" to 12" Sewerline	Sewer Capital Fund	\$250,000
Total			\$250,000
2027 - 2028			
None			\$0
2028 - 2029			
None			\$0

City of Loma Linda
Capital Improvement Program
STORM DRAINS
Project Summary

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
1. Citrus St. - Install storm drian pipe from California St. to Avalon Way	\$480,000	\$0	\$0	\$0	\$0
2. Daisy and Iris Ave. - Install 24" storm drain pipe	\$0	\$150,000	\$0	\$0	\$0
3. Barton Road - New Jersey St. to California St.	\$0	\$0	\$8,000,000	\$0	\$0
4. Benton St. - Extend existing S.D. pipe from Barton to Lawton	\$0	\$0	\$500,000	\$0	\$0
5. Replace dirt channel between Benton St. and Anderson St.	\$0	\$0	\$0	\$600,000	\$0
6. New Jersey St. - Orange Ave. to Citrus Ave.	\$0	\$0	\$0	\$0	\$1,000,000
7. Van Leuven St. Storm Drain- Railroad to Orange Grove St.	\$0	\$0	\$0	\$0	\$500,000
TOTAL	\$480,000	\$150,000	\$8,500,000	\$600,000	\$1,500,000

TOTAL
\$480,000
\$150,000
\$8,000,000
\$500,000
\$600,000
\$1,000,000
\$500,000
<hr/>
\$11,230,000

City of Loma Linda
Capital Improvement Program
STORM DRAIN
Project Descriptions

Project	Description	Potential Funding	Cost
2025- 2026			
1 Citrus St.	Install storm drain from California St. to Avalon Way	Storm Drain Capital Fund	\$480,000
Total			\$480,000
2026 - 2027			
2 Daisy and Iris Ave.	Install 24" storm drain pipe	Storm Drain Capital Fund	\$150,000
Total			\$150,000
2027 - 2028			
3 Barton Road	Install Storm Drain from New Jersey St. to California St.	Storm Drain Capital Fund	\$8,000,000
4 Benton St.	Extend existing storm drain pipe from Barton Rd. to Lawton Ave.	Storm Drain Capital Fund	\$500,000
Total			\$8,500,000
2028 - 2029			
5 North Side of Drayson Center	Benton St. to Anderson St. Replace Dirt Channel	Storm Drain Capital Fund	\$600,000
Total			\$600,000
2029 - 2030			
6 New Jersey St.	Orange Ave to Citrus Ave	Storm Drain Capital Fund	\$1,000,000
7 Van Leuvan St.	Install Storm Drain from Railroad to Orange Grove St.	Storm Drain Capital Fund	\$500,000
Total			\$1,500,000

City of Loma Linda**Capital Improvement Program****STREETS/ STREET LIGHTS****Project Summary**

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	TOTAL
1. ADA ramps / Sidewalk replacement at various locations	\$175,000	\$50,000	\$50,000	\$50,000	\$50,000	\$375,000
2. Pavement rehab. By grind and overlay method	\$820,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$5,620,000
3. Pavement rehabilitation by Slurry Seal method	\$210,000	\$150,000	\$150,000	\$150,000	\$150,000	\$810,000
4. Pavement rehabilitation by Re-plays method	\$250,000	\$100,000	\$100,000	\$100,000	\$100,000	\$650,000
5. New Jwesey St., Orange St. widening	\$871,000	\$0	\$0	\$0	\$0	\$871,000
6. Mission Rd. widening	\$20,000	\$200,000	\$0	\$0	\$0	\$220,000
7. Striping at various locations	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$120,000
8. Van Leuven St. extension from Orange Grove St. to Caroline St.	\$0	\$0	\$0	\$0	\$1,400,000	\$1,400,000
TOTAL	\$2,346,000	\$1,730,000	\$1,530,000	\$1,530,000	\$2,930,000	\$10,066,000

City of Loma Linda
Capital Improvement Program
STREETS/STREET LIGHTS
Project Descriptions

Project	Description	Potential Funding	Cost
2025 - 2026			
1 Various Locations	Replace ADA ramps and sidewalk	CDBG \$125,000, Measure I \$50,000	\$175,000
2 Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA \$405,000, Measure I \$415,000	\$820,000
3 Various Locations	Pavement rehabilitation by slurry seal method	Measure I \$210,000	\$210,000
4 Various Locations	Pavement rehabilitation by Re-plays sealing method	RMRA \$250,000	\$250,000
5 New Jersey St. and Orange St.	Street widening	Traffic Mitigation Fund	\$871,000
6 Mission Road	Design of street widening	Bond Proceed	\$20,000
Total			\$2,346,000
2026 - 2027			
1 Various Locations	Replace ADA ramps and sidewalk	Mearsure I	\$50,000
2 Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA \$600,000, Measure I \$600,000	\$1,200,000
3 Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed \$100,000 Measure I \$50,000	\$150,000
4 Various Locations	Pavement rehabilitation by Re-plays sealing method	RMRA \$250,000	\$100,000
6 Mission Road	Design of street widening	Bond Proceed	\$400,000
7 Striping at Various Locations	Striping	Mearsure I	\$50,000
Total			\$1,950,000
2027 - 2028			
1 Various Locations	Replace ADA ramps and sidewalk	Measure I	\$50,000
2 Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA \$600,000, Measure I \$600,000	\$1,200,000
3 Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed \$100,000 Measure I \$50,000	\$150,000
4 Various Locations	Pavement rehabilitation by Re-plays sealing method	RMRA \$250,000	\$100,000

* To Be Determined

City of Loma Linda
Capital Improvement Program
STREETS/STREET LIGHTS
Project Descriptions

Project	Description	Potential Funding	Cost
7 Striping at Various Locations	Striping	Mearsure I	\$30,000
Total			\$1,530,000
2028 - 2029			
1 Various Locations	Replace ADA ramps and sidewalk	Measure I	\$50,000
2 Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA \$600,000, Measure I \$600,000	\$1,200,000
3 Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed \$100,000 Measure I \$50,000	\$150,000
4 Various Locations	Pavement rehabilitation by Re-plays sealing method	RMRA \$250,000	\$100,000
7 Striping at Various Locations	Striping	Mearsure I	\$30,000
Total			\$1,530,000
2029 - 2030			
1 Various Locations	Replace ADA ramps and sidewalk	Measure I	\$50,000
2 Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA \$600,000, Measure I \$600,000	\$1,200,000
3 Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed \$100,000 Measure I \$50,000	\$150,000
4 Various Locations	Pavement rehabilitation by Re-plays sealing method	RMRA \$250,000	\$100,000
7 Striping at Various Locations	Striping	Mearsure I	\$30,000
8 Van Leuven St.	Extension from Orange Grove St. to Caroline St	TBD	\$1,400,000
Total			\$2,930,000

* To Be Determined

City of Loma Linda
Capital Improvement Program
WATER
Project Summary

PROJECT	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
1. Replace water meters	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000
2. Replace water valves	\$100,000	\$100,000	\$50,000	\$50,000	\$50,000
3. Upgrade SCADA system	\$300,000	\$100,000	\$100,000	\$0	\$0
4. Campus St. - replace PRV	\$100,000	\$0	\$0	\$0	\$0
5. Mt. View well No. 6 - Rehabilitation	\$150,000	\$0	\$0	\$0	\$0
6. Lawton/ Campus St. - Replace booster pume	\$70,000	\$0	\$0	\$0	\$0
7. Various locations - New generators	\$500,000	\$0	\$0	\$0	\$0
8. Campus St. - replace water from Barton Rd. to University St.	\$700,000	\$0	\$0	\$0	\$0
9. University St. - Replace waterline from Campus St. to San Mateo Dr.	\$0	\$700,000	\$0	\$0	\$0
10. Poplar St - Replace 6" with 8" waterline, Shepardson Dr. to Prospect Ave., Van Leuven St. to Channel, Park Ave. to Redlands Blvd.	\$0	\$600,000	\$0	\$0	\$0
11. Prospect Ave.- Replace 6" with 8" waterline , Poplar St. to Benton, Benton St. from Prospect Ave. to Barton Rd.	\$0	\$0	\$500,000	\$0	\$0
TOTAL	\$1,935,000	\$1,510,000	\$660,000	\$60,000	\$60,000

TOTAL
\$55,000
\$350,000
\$500,000
\$100,000
\$150,000
\$70,000
\$500,000
\$700,000
\$700,000
\$600,000
\$500,000
<hr/>
\$4,225,000

City of Loma Linda
Capital Improvement Program
WATER
Project Descriptions

Project		Description	Potential Funding	Cost
2025 - 2026				
1	Various Locations	Replace water meters	Water Acquisition Fund	\$15,000
2	Various Locations	Replace water valves	Water Acquisition Fund	\$100,000
3	Upgrade SCADA system	Upgrade	Water Acquisition Fund	\$300,000
4	Campus St.	Replace pressure regulating valve (PRV)	Water Enterprise Fund	\$100,000
5	Mt. View well No 6	Rehabilitation	Water Enterprise Fund	\$150,000
6	Lawton/Campus Street	Replace booster pump	Water Enterprise Fund	\$70,000
7	Various Locations	New generators	Water Acquisition Fund	\$500,000
8	Campus St.	Install new waterline from Barton Rd. to University St.	Water Acquisition Fund \$350,000 Water Enterprise Fund \$350,000	\$700,000
Total				\$1,935,000
2026 - 2027				
1	Various Locations	Replace water meters	Water Enterprise Fund	\$10,000
2	Various Locations	Replace water valves	Water Acquisition Fund	\$100,000
3	Upgrade SCADA system	Upgrade	Water Acquisition Fund	\$100,000
9	University St.	Install new waterline from Campus St. to San Mateo Dr.	Water Acquisition Fund \$350,000 Water Enterprise Fund \$350,000	\$700,000
10	Poplar St.	Replace waterline, Shepardson Dr. to Prospect Ave., Van Leuven St. to Channel and Park Ave. to Redlands Blvd.	Water Enterprise \$300,000 Water Acquisition Fund \$300,000	\$600,000
Total				\$1,510,000
2027 - 2028		28	*TBD - To Be Determined	

City of Loma Linda
Capital Improvement Program
WATER
Project Descriptions

Project	Description	Potential Funding	Cost
1 Various Locations	Replace water meters	Water Enterprise Fund	\$10,000
2 Various Locations	Replace water valves	Water Acquisition Fund	\$50,000
3 Upgrade SCADA system	Upgrade	Water Acquisition Fund	\$100,000
11 Prospect Ave.	Replace waterline, Poplar St. to Benton St., Benton St., from Prospect Ave. to Barton Rd.	Water Enterprise \$250,000	\$500,000
		Water Acquisition Fund \$250,000	
Total			\$660,000
2028 - 2029			
1 Various Locations	Replace water meters	Water Enterprise Fund	\$10,000
2 Various Locations	Replace water valves	Water Acquisition Fund	\$50,000
Total			\$60,000
2029 - 2030			
1 Various Locations	Replace water meters	Water Enterprise Fund	\$10,000
2 Various Locations	Replace water valves	Water Acquisition Fund	\$50,000
Total			\$60,000



Special Joint City Council-Housing Auth-Successor Agency Staff Report

C. Council Bill #R-2025-27 - A Resolution Initiating Annexation 80 to Landscape Maintenance District No. 1 and scheduling a Public Hearing for September 9, 2025, for Annexation to Landscape Maintenance District No. 1 (Tract 20403 – Covenant Point) (Public Works) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Public Hearing and Scheduled Items Item: 3C.
To	From
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council adopt Council Bill #R-2025-27, waive the reading in its entirety and read by title only a Resolution initiating Annexation 80 into the Landscape Maintenance District and schedule the Public Hearing for ordering Annexation 80 into the Landscape Maintenance District for September 9, 2025.

BACKGROUND:

The City Council approved the Tract Map No. 20403 – Covenant Point, subject to Conditions of Approval. Annexation into the Landscape Maintenance District is one of those conditions. The City has received a petition from the property owner to annex into the Landscape Maintenance District.

ANALYSIS:

The petition and ballot have been prepared for the property owner's approval of Annexation No. 80 into the Landscape Maintenance District. Further, an Engineer's Report has been prepared this Annexation, report attached.

ENVIRONMENTAL IMPACT:

N/A

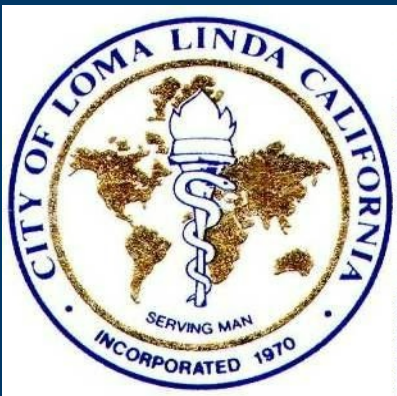
FINANCIAL IMPACT:

N/A

Attachments

[FY2526 Loma Linda LMD1 Annex ER Tr 20403-20404_Final \(IM 07.01.25\).pdf](#)

[Resolution_LL Annex LMD \(Tracts 20403 20404\)_IM Consent 6-20-25.pdf](#)



**CITY OF LOMA LINDA
ENGINEER'S REPORT**

**LANDSCAPE MAINTENANCE
DISTRICT NO. 1
ANNEXATION NO. 80
(COVENANT POINT – TRACT 20403)
ANNEXATION NO. 81
(HAVEN AT COVENANT POINT – TRACT 20404)**

FISCAL YEAR 2025/2026

**INTENT MEETING: JULY 1, 2025
PUBLIC HEARING: SEPTEMBER 9, 2025**

**CITY OF LOMA LINDA
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**JUNE 2025
PREPARED BY
WILLDAN FINANCIAL SERVICES**

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ENGINEER'S REPORT AFFIDAVIT

CITY OF LOMA LINDA
LANDSCAPE MAINTENANCE DISTRICT NO. 1
ANNEXATION NO. 80
(COVENANT POINT – TRACT 20403)
ANNEXATION NO. 81
(HAVEN AT COVENANT POINT – TRACT 20404)
FISCAL YEAR 2025/2026

ENGINEER'S REPORT CERTIFICATE

As part of the Resolution of Intention packet presented for the consideration of the Loma Linda City Council, this Report and the enclosed budgets, diagrams, and descriptions outline specific proposed changes to the Landscape Maintenance District No. 1 (LMD No. 1) for Fiscal Year 2025/2026, including the annexation of territories to the District, the expansion of the improvements to be maintained within the District, and the proposed annual assessments for all parcels within the proposed annexations commencing in Fiscal Year 2026/2027. Reference is hereby made to the San Bernardino County Assessor's Parcel Maps for a detailed description of the lines and dimensions of parcels within Tract 20403 (Covenant Point) and Tract 20404 (Haven at Covenant Point) that may be subject to a proposed annual assessment.

Dated this _____ day of _____, 2025.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Loma Linda

By: _____

Stacey Reynolds
Principal Consultant

By: _____

Tyrone Peter
R. C. E. # C81888

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INTRODUCTION

Pursuant to the provisions of the Landscaping and Lighting Act of 1972, being Part 2, Division 15, of the California Streets and Highways Code, commencing with Section 22500 (hereafter referred to as the “1972 Act”), this report is prepared in compliance with the requirements of Article 4, Chapter 1, of the 1972 Act regarding the annexation of territory into the City of Loma Linda’s existing Landscape Maintenance District No. 1 (hereafter referred to as “LMD No. 1” or “District”).

The City Council of the City of Loma Linda being the legislative body for LMD No. 1, may, pursuant to the 1972 Act, annex territory and levy annual assessments for the operation and administration of LMD No. 1. Within Section 22608 of the 1972 Act, it states “*right of majority protest shall be limited to the territory proposed to be annexed.*”

In addition, the 1972 Act provides for the levy of annual assessments after annexation into or formation of an assessment district for the continued maintenance and servicing of the improvements. The 1972 Act further allows various areas to be annexed into an existing district when the territory in the annexation receives substantially the same proportional special benefits from the improvements. The costs associated with the installation, maintenance, and servicing of the improvements may be assessed to properties, which benefit from the installation, maintenance, and servicing of such improvements.

This report specifically addresses the annexation of approximately 10.96 acres of territory consisting of thirty-seven (37) single family homes at build-out in Tract 20403 and 55.72 acres of territory consisting of eighty-nine (89) single family homes at build-out in Tract 20404. These territories are more specifically identified as:

- **Covenant Point – Tract 20403** which is generally located east of New Jersey Street, west of Nevada Street and San Timoteo Road, north of Bermudez Street and south of Barton Road. This development includes the following: Assessor’s Book 0293, Page 081, Parcels 20 through 57.
- **Haven at Covenant Point – Tract 20404** which is generally located east New Jersey Street, south of Bermudez Street, and west of Nevada Street, San Timoteo Canyon Road and San Timoteo Road. This development includes the following: Assessor’s Book 0293, Page 091, Parcels 10 through 22; Page 471, Parcels 1 through 5; Page 481, Parcels 1 through 44; and Page 491, Parcels 1 through 30.

These annexation territories are proposed to be annexed into LMD No. 1 as Annexation No. 80 (Covenant Point – Tract 20403), and Annexation No. 81 (Sierra Crest – Tract 20404) (referred to as “Annexation Territories”) and levied assessments commencing in Fiscal Year 2026/2027, if not a part of a homeowner’s association (HOA).

The properties associated with and identified herein as Annexation Territories are shown on the Assessment Diagrams incorporated herein as Part D of this Report.

BALLOT PROCEEDINGS

As part of this annexation proceeding, pursuant to the provisions of Article XIID, Section 4 of the California Constitution, the City shall conduct a property owner protest ballot proceeding (referred to as “Ballot Proceeding”) for the proposed levy of new assessments as described in this Report. In conjunction with this Ballot Proceeding, the City Council will conduct a noticed public hearing (scheduled for September 9, 2025) to consider public testimonies, comments and written protests regarding the levy of the proposed new assessments. Upon conclusion of the public hearing, property owner protest ballots received will be opened and tabulated to determine whether majority protest exists:

“A majority protest exists if, upon the conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots shall be weighted according to the proportional financial obligation of the affected property.”

After completion of the ballot tabulation, the City Council will confirm the results of the balloting. If majority protest exists the proposed new assessments (including the inflationary adjustment), further proceedings to implement the proposed new assessments and the annexation of the Annexation Territories shall be abandoned at this time.

If tabulation of the ballots indicates that majority protest does not exist for the proposed assessment(s) and the assessment range formula presented and described herein, the City Council may by Resolution approve this Report (as submitted or amended), order the annexation of the Annexation Territories to the District, approve the assessment diagrams and confirm the assessments. The City Council may order the levy and collection of the assessments for the Annexation Territories together with the assessments for other properties in the District during the annual assessment approval process for Fiscal Year 2026/2027. The Annexation Territories assessments for Fiscal Year 2026/2027, if any, shall be submitted to the San Bernardino County Auditor/Controller for inclusion on the property tax roll for each parcel within the Annexation Territories as approved and ordered by the City Council.

Each subsequent fiscal year, an Engineer’s Report for the District including the Annexation Territories shall be prepared and presented to the City Council to address any proposed changes to the improvements, budgets and assessments for that fiscal year. The City Council shall hold a noticed public hearing regarding these matters prior to approving and ordering the levy of such assessments.

This Report consists of the following five (5) parts.

PART A – PLANS AND SPECIFICATIONS

Provides an overall description of the District, the Zones therein and the improvements to be provided, including those improvements associated with the Annexation Territories addressed within this Report. The Zones previously established for this District or established herein as part of this annexation proceedings are based on the type of improvements and services provide to properties within each development and the type of property development (residential versus non-residential).

PART B – METHOD OF APPORTIONMENT

Describes the basis on which the costs have been apportioned to each parcel of land within the Annexation Territories of the District, in proportion to the estimated benefits to be received by such lots and parcels. This section also identifies and outlines an Assessment Range Formula that provides for an annual adjustment to the maximum assessment rate initially established by this Report. This Assessment Range Formula limits increases on future assessments but also provides for reasonable cost adjustments due to inflation without the added expense of undergoing additional property owner protest ballot proceedings.

PART C – ESTIMATE OF COST OF THE IMPROVEMENTS

An estimate of the annual expenditures and revenues budgeted for the maintenance and servicing of the landscaping and irrigation improvements installed and constructed in connection with the development of properties within the Annexation Territories and/or shared with other properties in the District that benefit from similar improvements. The budget(s) include an estimate of anticipated direct maintenance costs and incidental expenses associated with the improvements, including but not limited to administration expenses and the collection of appropriate fund balances. The maximum assessment rates established for the Zones are based on similarities in property developments, improvements, services and expenses. The maximum allowable assessment rate (Rate per Benefit Unit) for each Zone of the District, as approved by a vote of the property owners in a protest ballot proceeding, includes an assessment range formula that provides for an annual Consumer Price Index adjust to the maximum rate.

PART D – ASSESSMENT DIAGRAMS

Contains diagrams of the exterior boundaries of the Annexation Territories along with the lines and dimensions of each lot or parcel of land within the Annexation Territories.

PART E – ASSESSMENT ROLL

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

If any section, subsection, subdivision, sentence, clause, phrase, portion, or tract of this Report is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of the Report and each section, subsection, subdivision, sentence, clause, phrase, portion, or tract thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, portions, or tract might subsequently be declared invalid or unconstitutional.

PART A — PLANS AND SPECIFICATIONS

DESCRIPTION OF THE ANNEXATION TERRITORIES

The Annexation Territories addressed in this Report incorporates the lots and parcels of land within and/or in proximity to the residential development and improvement areas associated with Tract 20403 and 20404.

- **Tract 20403** - Assessor's Book 0293, Page 081, Parcels 20 through 57; consisting of 38 parcels to be built out to 37 single-family homes and 1 detention basin.
- **Tract 20404** - Assessor's Book 0293, Page 091, Parcels 10 through 22; Page 471, Parcels 1 through 5; Page 481, Parcels 1 through 44; and Page 491, Parcels 1 through 30; consisting of 90 parcels to be built out to 89 single-family homes and 1 detention basin.

DESCRIPTION OF IMPROVEMENTS TO BE MAINTAINED AND SERVICED

The improvements installed, maintained and serviced within Annexation No. 80 and 81 are generally described as landscaping and irrigation improvements within or adjacent to the Annexation Territories and surrounding properties. Together these improvements provide special benefits to those individual parcels located within the Annexation Territories. These improvements collectively may include, but are not limited to: landscaping, planting, shrubbery, trees, grass, other ornamental vegetation, irrigation systems, hardscapes and fixtures; statuary, fountains, and other ornamental structures and facilities; facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks or paving, or water, irrigation, drainage, or electrical facilities.

The Annexation Territories, as part of LMD No. 1, will fund costs in connection with the maintenance and servicing including, but not limited to, labor, electrical energy, water, materials, contracting services, administration, and other expenses necessary for the satisfactory maintenance and servicing of these improvements.

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

Servicing means the furnishing of electricity for the operation of any appurtenant facilities, and water for the irrigation and control of the landscaping and the maintenance of any of the ornamental structures, landscaping and appurtenant facilities.

The improvements to be maintained as part of Annexation Territories are as follows:

- Annexation No. 80 - Tract 20403 includes approximately 3,191 square feet of landscape area within or adjacent to the Annexation Territory, this includes shrubs, irrigation and 17 trees.
- Annexation No. 81 - Tract 20404 includes approximately 8,993 square feet of landscape area within or adjacent to the Annexation Territory, this includes shrubs, irrigation and 59 trees.

A detention basin is proposed to be included in each tract; however, these improvements other than landscaping will be maintained outside the Landscape Maintenance District No. 1, as maintenance of drainage improvements is not an authorized activity under the Landscaping and Lighting Act of 1972. It is intended that the basin landscaping will be the responsibility of the development's respective Home Owners Association (HOA).

A more detailed description of the plans and specifications for the improvements associated with the Annexation Territories as part of the District are on file at the City in their entirety and are incorporated herein as part of this Report.

PART B — METHOD OF APPORTIONMENT

BACKGROUND

The 1972 Act provides that assessments may be apportioned upon all assessable lots or parcels of land within an assessment district or annexation in proportion to the estimated benefits to be received by each lot or parcel from the improvements. In addition, the California Constitution Article XIID requires a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID further provides that only special benefits are assessable, and the City must separate the general benefits from the special benefits conferred on a parcel. A special benefit is a particular and distinct benefit over and above general benefits conferred on the public at large, including real property within the district or annexation. The general enhancement of property value does not constitute a special benefit.

SPECIAL BENEFIT ANALYSIS

The ongoing maintenance of public landscaped areas within the District provide aesthetic benefits to the properties within each respective Annexation Territory and more specifically, those improvements identified in Part A of this Report, provide aesthetic benefits to the properties within the Annexation Territories and create a more pleasant environment to walk, drive, live, and work. The primary function of these landscape improvements and related amenities, serve as an aesthetically pleasing enhancement and green space for the benefit of those parcels and developments for which the improvements are to be constructed and installed for the benefit of those parcels and developments within the Annexation Territories. These improvements are an integral part of the physical environment of parcels within the Annexation Territories and the associated District, providing a positive enhancement of the community character, attractiveness, and desirability. Collectively the improvements to be provided by the District and specifically for the Annexation Territories as part of Annexation No. 80 and 81 represent a physical extension of those parcels, and if the improvements are not properly maintained, it is these parcels that would be aesthetically burdened. As a result, the maintenance of these landscape improvements and amenities are a particular and distinct benefit to the properties within the Annexation Territories.

GENERAL BENEFIT ANALYSIS

Pursuant to the 1972 Act and the provisions of the California Constitution, the costs of the District are apportioned by a formula or method that fairly distributes the net amount to be assessed among all assessable parcels in proportion to the special benefit to be received by each such parcel from the improvements. Article XIID requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID also requires the agency to separate the general benefit from special benefit and that only special benefit is assessable.

Each parcel within the District receives special benefit from the improvements due to the close proximity of the landscape and irrigation improvements to each parcel. The cost to provide maintenance and servicing of the improvements within the District is fairly and equitably distributed among each assessable parcel based upon the estimated special benefit received by each parcel.

APPORTIONMENT

The method of apportionment (method of assessment) is based on the premise that each assessed parcel receives special benefit from the improvements maintained, serviced and funded by the assessments and specifically, the landscape and irrigation improvements installed in connection with the development of these Tracts. The desirability of properties within the District is enhanced by the presence of well-maintained landscaping improvements in close proximity to those properties.

The costs to provide maintenance and servicing of the improvements within or adjacent to the original area and each Annexation Territory represent a zone of benefit ("Zone") and provide a distinct and special benefit to each parcel in the Zone. The costs to provide maintenance and servicing of the improvements for each Zone are determined and are fairly and equitably distributed among each assessable parcel in the Zone based upon the estimated special benefit received by each parcel. The costs of the Report and district administration are fairly and equitably distributed to all Zones, including those that have no improvements or that are fully or partially self-maintained.

In addition to the use of Zones, the method of apportionment established for the District to reflect the proportional special benefit of each parcel utilizes a weighted methodology of apportionment commonly referred to as an Equivalent Benefit Unit ("EBU") methodology.

Assessable parcels within each Zone are determined to receive the same special benefit from the improvements due to their similarity in size and use, and their similar proximity to the improvements. Therefore, each assessable parcel in a Zone is assigned one (1) EBU.

An assessment amount per EBU ("Rate") for the Zone improvements is established by taking the total cost of the improvements and dividing that amount by the total number of EBUs for parcels benefiting from such improvements.

$$\text{Total Balance to Levy} / \text{Total EBUs} = \text{Levy per EBU ("Rate")}$$

This amount is then applied back to each parcel's individual EBU to determine each parcel's proportionate benefit and assessment obligation.

$$\text{Rate} \times \text{Parcel EBU} = \text{Parcel Levy Amount}$$

EXEMPT PARCELS

The following are exempt from the assessment: areas of streets, avenues, lanes, roads, drives, courts, alleys, public easements, rights-of-way, and parkways. Also exempt are utility rights-of-way used exclusively for utility transmission, common areas (such as in condominium complexes), land dedicated as open space or parks, landlocked parcels, and small parcels vacated by the City, as these parcels do not benefit from the improvements. In addition, public schools, government agencies, and parcels with no road frontage will not be assessed.

ASSESSMENT RANGE FORMULA

The maximum assessment amount allowed for each fiscal year shall be adjusted annually by an amount equal to the percentage increase of the Consumer Price Index ("CPI") for the Riverside-San Bernardino-Ontario area for Urban Consumers, as developed by the U.S. Bureau of Labor Statistics, for March of each year and the CPI for March of the previous fiscal year.

PART C – ESTIMATED COST OF THE IMPROVEMENTS

The 1972 Act provides that the estimated costs of the improvements shall include the total cost of the improvements, including incidental expenses, which may include reserves to operate the District until funds are collected on the County tax rolls and transferred to the City around December 10th of the current fiscal year.

The 1972 Act also provides that the amount of any surplus, deficit, or contribution be included in the estimated cost of improvements. The net amount to be assessed on the lots or parcels within LMD No. 1 is the total cost of installation, maintenance, and servicing with adjustments either positive or negative for reserves, surpluses, deficits, and/or contributions.

The following budgets outline the estimated costs to maintain the improvements at build-out and establish the initial Maximum Assessment per EBU (Maximum Assessment Rate) and the proposed budget and applicable assessment rates for Fiscal Year 2025/2026.

ANNEXATION NO. 80 (COVENANT POINT – TRACT 20403) BUDGET ESTIMATES

TOTAL LOTS OR PARCELS: 38
 ASSESSED LOTS OR PARCELS: 37

SUMMARY BY TYPE OF LAND USE:	Number of Parcels	Taxable Acreage	Balloted Benefit Units
Residential	37	10.960	37.00
Total	37	10.960	37.00

BUDGET ITEM	MAXIMUM ASSESSMENT FY 2025/2026	APPLIED ASSESSMENT FY 2025/2026
<u>DIRECT COSTS</u>		
Maintenance (including trees)	\$1,568	\$1,568
Utilities	540	540
Capital Repairs/ Improvements	561	561
Subtotal	\$2,669	\$2,669
<u>ADMINISTRATIVE COSTS</u>		
Administration/ Operations/ Insurance	\$1,991	\$1,991
Professional Services	263	263
Subtotal	\$2,254	\$2,254
Reserve Collection	\$211	\$211
General Benefit Contribution	-67	-67
Subtotal	\$144	\$144
Total Direct & Administrative Costs	\$5,067	\$5,067
Total Parcels	38	38
Total Number of Parcels Assessed	37	37
Total EBUs Assessed	37.00	37.00
Per EBU Assessment Amount	\$136.94	\$136.94
Per EBU Maximum Assessment Amount	\$136.94	\$136.94

ANNEXATION No. 81 (HAVEN AT COVENANT POINT – TRACT 20404) BUDGET ESTIMATES

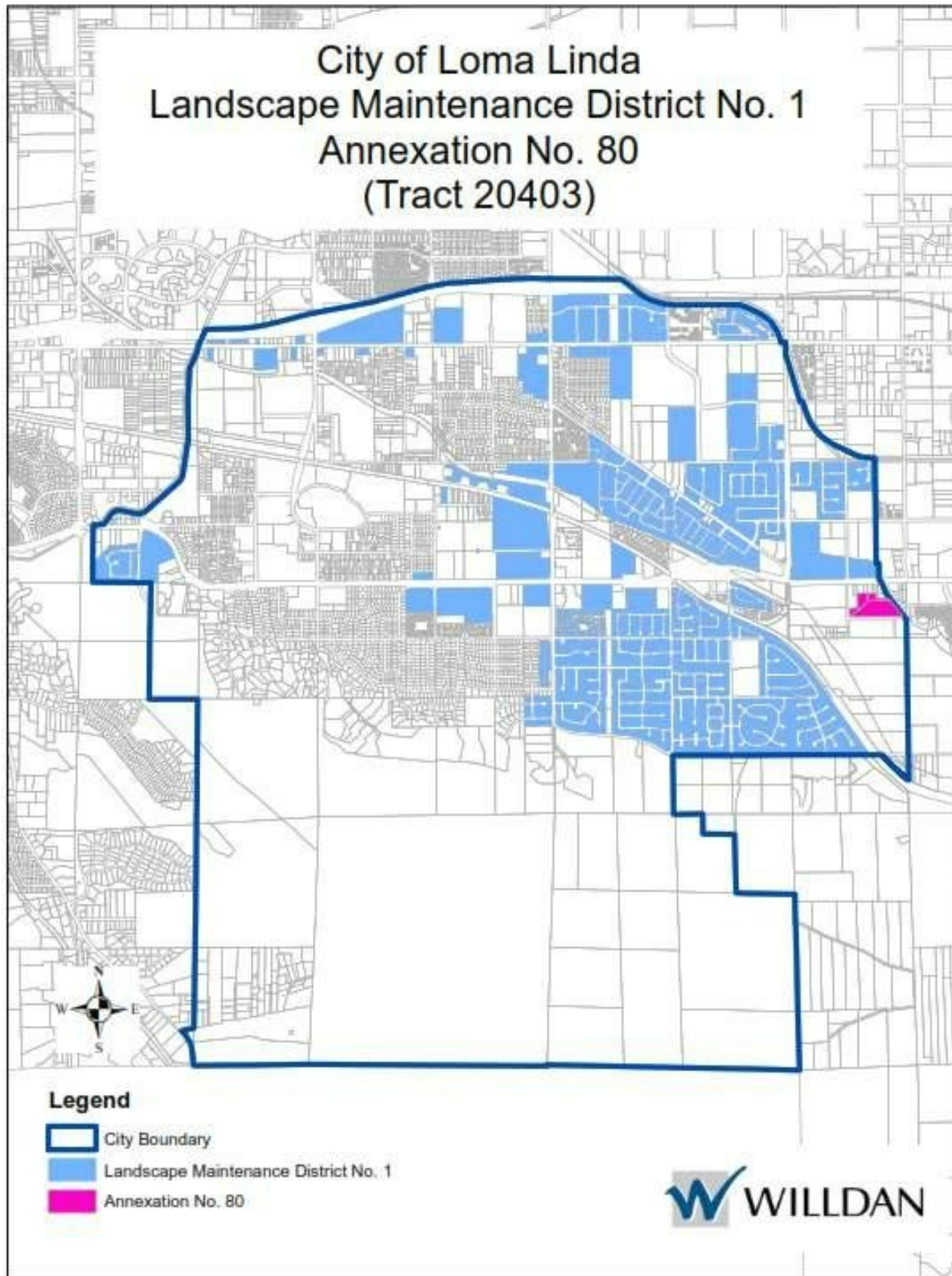
TOTAL LOTS OR PARCELS: 92
 ASSESSED LOTS OR PARCELS: 89

SUMMARY BY TYPE OF LAND USE:	Number of Parcels	Taxable Acreage	Balloted Benefit Units
Residential	89	55.720	89.00
Total	89	55.720	89.00

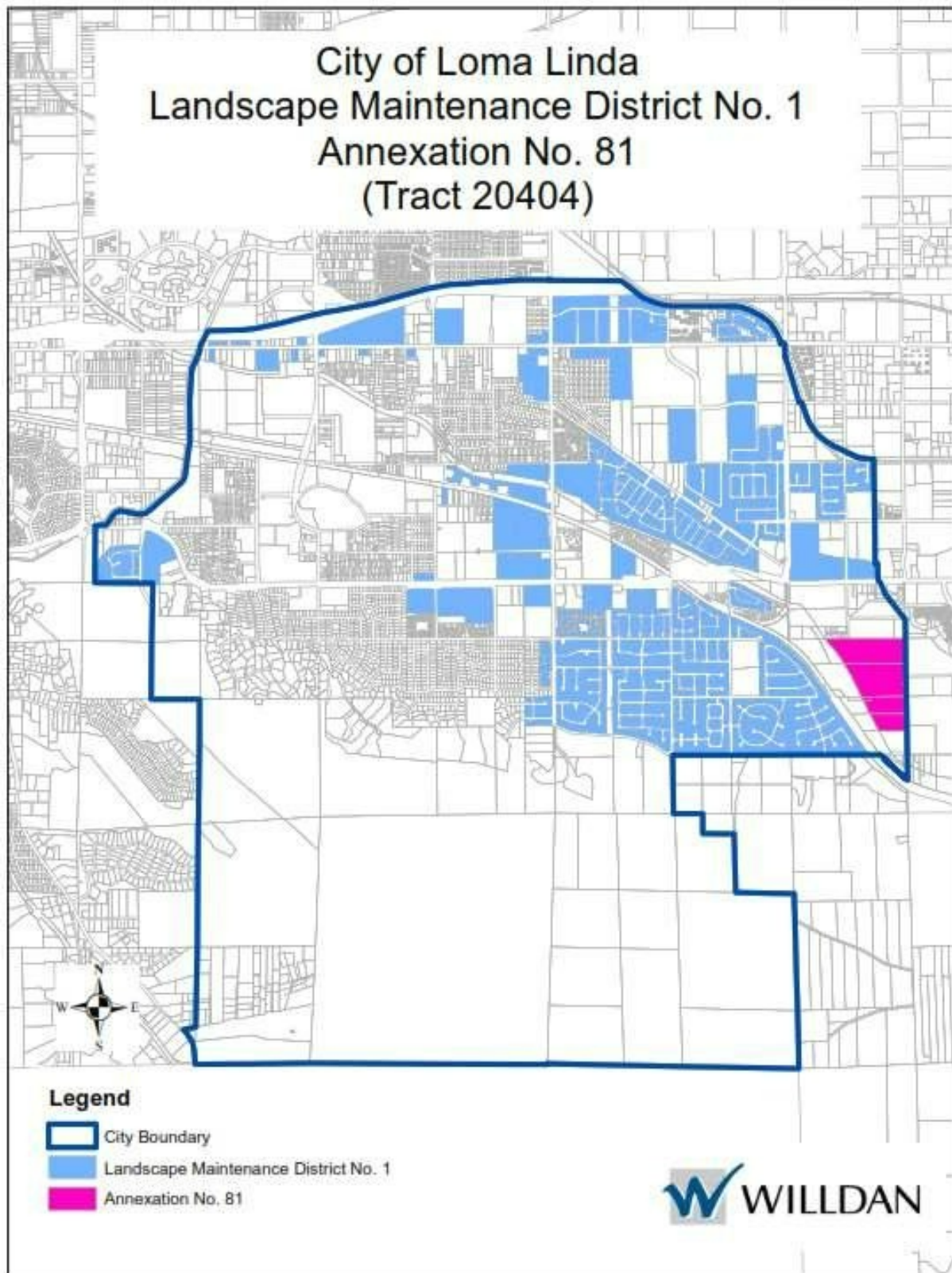
BUDGET ITEM	MAXIMUM ASSESSMENT FY 2025/2026	APPLIED ASSESSMENT FY 2025/2026
<u>DIRECT COSTS</u>		
Maintenance (including trees)	\$ 3,807	\$3,807
Utilities	1,520	1,520
Capital Repairs/ Improvements	1,458	1,458
Subtotal	\$6,785	\$6,785
<u>ADMINISTRATIVE COSTS</u>		
Administration/ Operations/ Insurance	\$4,790	\$4,790
Professional Services	632	632
Subtotal	\$5,422	\$5,422
Reserve Collection	\$533	\$533
General Benefit Contribution	-189	-189
Subtotal	\$344	\$344
Total Direct & Administrative Costs	\$12,551	\$12,551
Total Parcels	92	92
Total Number of Parcels Assessed	89	89
Total EBUs Assessed	89.00	89.00
Per EBU Assessment Amount	\$141.02	\$141.02
Per EBU Maximum Assessment Amount	\$141.02	\$141.02

PART D — ASSESSMENT DIAGRAMS

The Assessment Diagram for LMD No. 1 is on file at the City and by reference herein is made part of this Report. The Assessment Diagrams for Annexation No. 80 (Covenant Point – Tract 20403) and Annexation No. 81 (Haven at Covenant Point– Tract 20404), are provided on the following pages and consist of all lots, parcels, and subdivisions of land listed on the Assessment Roll contained herein as Part E. The lines and dimensions of each lot, parcel, and subdivision of land contained in these diagrams and inclusive of the San Bernardino County Assessor's parcel maps for the current year and are incorporated by reference herein and made part of this Report. **The streets on each separate annexation map although white are part of the annexations.**









PART E — ASSESSMENT ROLL

All assessed lots or parcels of real property within Annexation No. 80 (Covenant Point – Tract 20403) and Annexation 81 (Haven at Covenant Point – Tract 20404) are listed within the assessment rolls that follow. Each parcel's corresponding Balloted Maximum Assessment is based on the parcel's proposed land use and the maximum assessment rate for Fiscal Year 2025/2026; \$136.94 for Annexation No. 80 and \$141.02 for Tract 20404. Commencing Fiscal Year 2025/2026, the maximum assessment rate shall be adjusted annually by an amount equal to the percentage increase of the CPI for the Riverside-San Bernardino-Ontario Area for Urban Consumers, as developed by the U.S. Bureau of Labor Statistics, for March of each year and the CPI for March of the previous fiscal year.

ANNEXATION NO. 80 (COVENANT POINT – TRACT 20403)

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment Rate
0293-081-20-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-21-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-22-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-23-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-24-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-25-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-26-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-27-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-28-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-29-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-30-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-31-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-32-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-33-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-34-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-35-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-36-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-37-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-38-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-39-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-40-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-41-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-42-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-43-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-44-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-45-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-46-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-47-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-48-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-49-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-50-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-51-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-52-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-53-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-54-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-55-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-56-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-57-0000	80	Detention Basin	0.00	\$136.94	\$0.00

ANNEXATION NO. 81 (SIERRA CREST – TRACT 20404)

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment
0293-091-10-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-11-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-12-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-13-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-14-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-15-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-16-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-17-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-18-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-19-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-20-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-21-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-22-0000	81	Letter Lot	0.00	\$141.02	\$0.00
0293-471-01-0000	81	Residential	1.00	\$141.02	\$141.02
0293-471-02-0000	81	Residential	1.00	\$141.02	\$141.02
0293-471-03-0000	81	Residential	1.00	\$141.02	\$141.02
0293-471-04-0000	81	Detention Basin	0.00	\$141.02	\$0.00
0293-471-05-0000	81	Exempt	0.00	\$141.02	\$0.00
0293-481-01-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-02-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-03-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-04-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-05-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-06-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-07-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-08-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-09-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-10-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-11-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-12-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-13-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-14-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-15-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-16-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-17-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-18-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-19-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-20-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-21-0000	81	Residential	1.00	\$141.02	\$141.02

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment
0293-481-22-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-23-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-24-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-25-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-26-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-27-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-28-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-29-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-30-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-31-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-32-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-33-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-34-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-35-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-36-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-37-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-38-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-39-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-40-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-41-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-42-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-43-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-44-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-01-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-02-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-03-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-04-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-05-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-06-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-07-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-08-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-09-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-10-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-11-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-12-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-13-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-14-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-15-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-16-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-17-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-18-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-19-0000	81	Residential	1.00	\$141.02	\$141.02

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment
0293-491-20-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-21-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-22-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-23-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-24-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-25-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-26-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-27-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-28-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-29-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-30-0000	81	Residential	1.00	\$141.02	\$141.02

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNEXATION OF TERRITORIES TO LOMA LINDA LANDSCAPE MAINTENANCE DISTRICT NO. 1, AS ANNEXATION NO. 80 (COVENANT POINT – TRACT 20403) AND ANNEXATION NO. 81 (HAVEN AT COVENANT – TRACT 20404), DETERMINING THAT THESE PROCEEDINGS SHALL BE TAKEN PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND THE RIGHT TO VOTE ON TAXES ACT, PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND DECLARING THE CITY'S INTENTION TO ORDER THE ANNEXATIONS, AND OFFERING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

The City Council of the City of Loma Linda pursuant to the provisions of the Landscaping and Lighting Act of 1972, being Division 15 of the Streets and Highways Code of the State of California (the "Act"), and as provided by Article XIID of the California Constitution, desires to initiate proceedings for the annexation of certain property, the residential areas known as Tract 20403 and 20404 (the "Annexation Territories"), to the Loma Linda Landscape Maintenance District No. 1 (the "District") and for the levy and collection of annual assessment within the proposed Annexation Territories for the Fiscal Year 2025/2026, for the purposes provided therefore in the Act; and

WHEREAS, the public interest and convenience require the extension of the construction and maintenance of improvements by the District to the proposed Annexation Territories; and

WHEREAS, the general location and boundaries of the Annexation Territories are shown on maps on file in the office of the City Clerk, are incorporated herein by reference, and open to public inspection; and

WHEREAS, the improvements to be installed, constructed or maintained within the proposed Annexation Territories may include installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to landscape and irrigation improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof; and

WHEREAS, Proposition 218, the Right to Vote on Taxes Act does hereby require that a notice of the proposed assessment along with a ballot shall be mailed to all owners of identified parcels within the Annexation Territories, and that the agency shall conduct a public hearing not less than 45 days after the mailing of said notice, such notice may be waived if property owner signs a waiver and notice authorizing the City to proceed with balloting procedures before the 45-day requirement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Loma Linda as follows:

1. That the above recitals are true and correct.
2. That the City hereby proposes to annex to the Loma Linda Landscape Maintenance District No. 1, the residential areas known as Covenant Point – Tract 20403, as Annexation No. 80, generally located east of New Jersey Street, west of San Timoteo Road, north of Bermudez Street and south of Barton Road, also known as Assessor Parcel Numbers 0293-081-20-0000 through 57; and Haven at Covenant Point – Tract 20404, as Annexation No. 81, generally located east of New Jersey Street, south of Bermudez Street, and west of Nevada Street, San Timoteo Canyon Road and San Timoteo Road, also known as Assessor Parcel Numbers 0293-091-10-0000 through 22;

0293-471-01-0000 through 05; 0293-481-01-0000 through 44; and 0293-491-01-0000 through 30. The City also hereby proposes to levy annual assessments thereon to provide for the following work if applicable:

- Installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to landscape and irrigation improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.
- The distinctive designation for the proposed Annexations shall be Annexations No. 80 and 81 to Loma Linda Landscape Maintenance District No. 1 when referred to separately and upon annexation will be included in the designation of the Loma Linda Landscape Maintenance District No. 1.

3. The City Council hereby designates Willdan Financial Services as the Engineer for the purposes of these proceedings and orders the Engineer to prepare and file with the City Clerk a written report in accordance with Article XIID, Section 4 of the California Constitution and Article 4 (commencing with Section 22565) of Chapter 1 of the Act for the Fiscal Year 2025/2026 commencing July 1, 2025 and ending June 30, 2026. Such Report shall refer to the Annexation Territories by their distinctive designation.

4. The Engineer has prepared and filed with the City Clerk of the City of Loma Linda and the City Clerk has presented to the City Council such report entitled "City of Loma Linda, Engineer's Report, Landscape Maintenance District No. 1, Annexation No. 80 and 81" (the "Report") which pertains to the proposed Annexation Territories.

5. The City Council hereby (1) finds that the public interest and convenience requires; and (2) declares its intention to order the approval for the Annexations and to levy and collect assessments against the assessable lots and parcels of land within such Annexation Territories for that portion of the fiscal year commencing July 1, 2025 and ending June 30, 2026 to pay the costs and expenses of the improvements described in Section 2 if applicable. The assessments for Fiscal Year 2025/2026 will be manually invoiced, while the assessments for Fiscal Year July 1, 2026 to June 30, 2027 are proposed to be levied at the county level. If the assessments proposed by this resolution are approved by the property owners pursuant to a mailed ballot election conducted in accordance with Article XIID of the California Constitution, the City Council in subsequent fiscal years may thereafter impose the assessment at any rate or amount that is less than or equal to the amount authorized for Fiscal Year 2025/2026, increased each year based upon the Consumer Price Index ("CPI"), for the Riverside-San Bernardino-Ontario area for Urban Consumers, as determined by the U.S. Bureau of Labor Statistics, or its successor without conducting another mailed ballot election. The Engineer shall compute the percentage of difference between the CPI for March of each year and the CPI for the previous March and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index, or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

Resolution No. _____
Page 3

6. That notice is hereby given that on the 9th day of September 2025 at the hour of 7 p.m., or as soon thereafter as possible, in the City Council Chamber at 25541 Barton Road, in the City of Loma Linda, the City will hold a public hearing to receive and tabulate all ballots with reference to the Annexation Territories pursuant to the Right to Vote on Taxes Act.

7. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 1st day of July 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Phill Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk



Special Joint City Council-Housing Auth-Successor Agency Staff Report

D. Council Bill #R-2025-28 - A Resolution Initiating Annexation 81 to Landscape Maintenance District No. 1 and scheduling a Public Hearing for September 9, 2025, for Annexation to Landscape Maintenance District No. 1 (Tract 20404 – Haven at Covenant Point) (Public Works) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Public Hearing and Scheduled Items Item: 3D.
To	From
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council adopt Council Bill #R-2025-28, waive the reading in its entirety and read by title only a Resolution initiating Annexation 81 into the Landscape Maintenance District and schedule the Public Hearing for ordering Annexation 81 into the Landscape Maintenance District for September 9, 2025.

BACKGROUND:

The City Council approved the Tract Map No. 20404 – Haven at Covenant Point, subject to Conditions of Approval. Annexation into the Landscape Maintenance District is one of those conditions. The City has received a petition from the property owner to annex into the Landscape Maintenance District.

ANALYSIS:

The petition and ballot have been prepared for the property owner's approval of Annexation No. 81 into the Landscape Maintenance District. Further, an Engineer's Report has been prepared this Annexation, report attached.

ENVIRONMENTAL IMPACT:

N/A

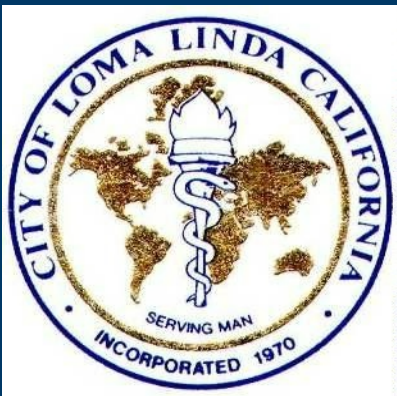
FINANCIAL IMPACT:

N/A

Attachments

[FY2526 Loma Linda LMD1 Annex ER Tr 20403-20404_Final \(IM 07.01.25\).pdf](#)

[Loma Annex LMD \(Tracts 20403 20404\) IM Consent Reso \(REVISED to City\) 6-20-25.pdf](#)



**CITY OF LOMA LINDA
ENGINEER'S REPORT**

**LANDSCAPE MAINTENANCE
DISTRICT NO. 1
ANNEXATION NO. 80
(COVENANT POINT – TRACT 20403)
ANNEXATION NO. 81
(HAVEN AT COVENANT POINT – TRACT 20404)**

FISCAL YEAR 2025/2026

**INTENT MEETING: JULY 1, 2025
PUBLIC HEARING: SEPTEMBER 9, 2025**

**CITY OF LOMA LINDA
25541 BARTON ROAD
LOMA LINDA, CA 92354**

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**JUNE 2025
PREPARED BY
WILLDAN FINANCIAL SERVICES**

***.willdan.com



ENGINEER'S REPORT AFFIDAVIT

CITY OF LOMA LINDA
LANDSCAPE MAINTENANCE DISTRICT NO. 1
ANNEXATION NO. 80
(COVENANT POINT – TRACT 20403)
ANNEXATION NO. 81
(HAVEN AT COVENANT POINT – TRACT 20404)
FISCAL YEAR 2025/2026

ENGINEER'S REPORT CERTIFICATE

As part of the Resolution of Intention packet presented for the consideration of the Loma Linda City Council, this Report and the enclosed budgets, diagrams, and descriptions outline specific proposed changes to the Landscape Maintenance District No. 1 (LMD No. 1) for Fiscal Year 2025/2026, including the annexation of territories to the District, the expansion of the improvements to be maintained within the District, and the proposed annual assessments for all parcels within the proposed annexations commencing in Fiscal Year 2026/2027. Reference is hereby made to the San Bernardino County Assessor's Parcel Maps for a detailed description of the lines and dimensions of parcels within Tract 20403 (Covenant Point) and Tract 20404 (Haven at Covenant Point) that may be subject to a proposed annual assessment.

Dated this _____ day of _____, 2025.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Loma Linda

By: _____

Stacey Reynolds
Principal Consultant

By: _____

Tyrone Peter
R. C. E. # C81888

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INTRODUCTION

Pursuant to the provisions of the Landscaping and Lighting Act of 1972, being Part 2, Division 15, of the California Streets and Highways Code, commencing with Section 22500 (hereafter referred to as the “1972 Act”), this report is prepared in compliance with the requirements of Article 4, Chapter 1, of the 1972 Act regarding the annexation of territory into the City of Loma Linda’s existing Landscape Maintenance District No. 1 (hereafter referred to as “LMD No. 1” or “District”).

The City Council of the City of Loma Linda being the legislative body for LMD No. 1, may, pursuant to the 1972 Act, annex territory and levy annual assessments for the operation and administration of LMD No. 1. Within Section 22608 of the 1972 Act, it states “*right of majority protest shall be limited to the territory proposed to be annexed.*”

In addition, the 1972 Act provides for the levy of annual assessments after annexation into or formation of an assessment district for the continued maintenance and servicing of the improvements. The 1972 Act further allows various areas to be annexed into an existing district when the territory in the annexation receives substantially the same proportional special benefits from the improvements. The costs associated with the installation, maintenance, and servicing of the improvements may be assessed to properties, which benefit from the installation, maintenance, and servicing of such improvements.

This report specifically addresses the annexation of approximately 10.96 acres of territory consisting of thirty-seven (37) single family homes at build-out in Tract 20403 and 55.72 acres of territory consisting of eighty-nine (89) single family homes at build-out in Tract 20404. These territories are more specifically identified as:

- **Covenant Point – Tract 20403** which is generally located east of New Jersey Street, west of Nevada Street and San Timoteo Road, north of Bermudez Street and south of Barton Road. This development includes the following: Assessor’s Book 0293, Page 081, Parcels 20 through 57.
- **Haven at Covenant Point – Tract 20404** which is generally located east New Jersey Street, south of Bermudez Street, and west of Nevada Street, San Timoteo Canyon Road and San Timoteo Road. This development includes the following: Assessor’s Book 0293, Page 091, Parcels 10 through 22; Page 471, Parcels 1 through 5; Page 481, Parcels 1 through 44; and Page 491, Parcels 1 through 30.

These annexation territories are proposed to be annexed into LMD No. 1 as Annexation No. 80 (Covenant Point – Tract 20403), and Annexation No. 81 (Sierra Crest – Tract 20404) (referred to as “Annexation Territories”) and levied assessments commencing in Fiscal Year 2026/2027, if not a part of a homeowner’s association (HOA).

The properties associated with and identified herein as Annexation Territories are shown on the Assessment Diagrams incorporated herein as Part D of this Report.

BALLOT PROCEEDINGS

As part of this annexation proceeding, pursuant to the provisions of Article XIID, Section 4 of the California Constitution, the City shall conduct a property owner protest ballot proceeding (referred to as “Ballot Proceeding”) for the proposed levy of new assessments as described in this Report. In conjunction with this Ballot Proceeding, the City Council will conduct a noticed public hearing (scheduled for September 9, 2025) to consider public testimonies, comments and written protests regarding the levy of the proposed new assessments. Upon conclusion of the public hearing, property owner protest ballots received will be opened and tabulated to determine whether majority protest exists:

“A majority protest exists if, upon the conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots shall be weighted according to the proportional financial obligation of the affected property.”

After completion of the ballot tabulation, the City Council will confirm the results of the balloting. If majority protest exists the proposed new assessments (including the inflationary adjustment), further proceedings to implement the proposed new assessments and the annexation of the Annexation Territories shall be abandoned at this time.

If tabulation of the ballots indicates that majority protest does not exist for the proposed assessment(s) and the assessment range formula presented and described herein, the City Council may by Resolution approve this Report (as submitted or amended), order the annexation of the Annexation Territories to the District, approve the assessment diagrams and confirm the assessments. The City Council may order the levy and collection of the assessments for the Annexation Territories together with the assessments for other properties in the District during the annual assessment approval process for Fiscal Year 2026/2027. The Annexation Territories assessments for Fiscal Year 2026/2027, if any, shall be submitted to the San Bernardino County Auditor/Controller for inclusion on the property tax roll for each parcel within the Annexation Territories as approved and ordered by the City Council.

Each subsequent fiscal year, an Engineer’s Report for the District including the Annexation Territories shall be prepared and presented to the City Council to address any proposed changes to the improvements, budgets and assessments for that fiscal year. The City Council shall hold a noticed public hearing regarding these matters prior to approving and ordering the levy of such assessments.

This Report consists of the following five (5) parts.

PART A – PLANS AND SPECIFICATIONS

Provides an overall description of the District, the Zones therein and the improvements to be provided, including those improvements associated with the Annexation Territories addressed within this Report. The Zones previously established for this District or established herein as part of this annexation proceedings are based on the type of improvements and services provide to properties within each development and the type of property development (residential versus non-residential).

PART B – METHOD OF APPORTIONMENT

Describes the basis on which the costs have been apportioned to each parcel of land within the Annexation Territories of the District, in proportion to the estimated benefits to be received by such lots and parcels. This section also identifies and outlines an Assessment Range Formula that provides for an annual adjustment to the maximum assessment rate initially established by this Report. This Assessment Range Formula limits increases on future assessments but also provides for reasonable cost adjustments due to inflation without the added expense of undergoing additional property owner protest ballot proceedings.

PART C – ESTIMATE OF COST OF THE IMPROVEMENTS

An estimate of the annual expenditures and revenues budgeted for the maintenance and servicing of the landscaping and irrigation improvements installed and constructed in connection with the development of properties within the Annexation Territories and/or shared with other properties in the District that benefit from similar improvements. The budget(s) include an estimate of anticipated direct maintenance costs and incidental expenses associated with the improvements, including but not limited to administration expenses and the collection of appropriate fund balances. The maximum assessment rates established for the Zones are based on similarities in property developments, improvements, services and expenses. The maximum allowable assessment rate (Rate per Benefit Unit) for each Zone of the District, as approved by a vote of the property owners in a protest ballot proceeding, includes an assessment range formula that provides for an annual Consumer Price Index adjust to the maximum rate.

PART D – ASSESSMENT DIAGRAMS

Contains diagrams of the exterior boundaries of the Annexation Territories along with the lines and dimensions of each lot or parcel of land within the Annexation Territories.

PART E – ASSESSMENT ROLL

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

If any section, subsection, subdivision, sentence, clause, phrase, portion, or tract of this Report is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of the Report and each section, subsection, subdivision, sentence, clause, phrase, portion, or tract thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, portions, or tract might subsequently be declared invalid or unconstitutional.

PART A — PLANS AND SPECIFICATIONS

DESCRIPTION OF THE ANNEXATION TERRITORIES

The Annexation Territories addressed in this Report incorporates the lots and parcels of land within and/or in proximity to the residential development and improvement areas associated with Tract 20403 and 20404.

- **Tract 20403** - Assessor's Book 0293, Page 081, Parcels 20 through 57; consisting of 38 parcels to be built out to 37 single-family homes and 1 detention basin.
- **Tract 20404** - Assessor's Book 0293, Page 091, Parcels 10 through 22; Page 471, Parcels 1 through 5; Page 481, Parcels 1 through 44; and Page 491, Parcels 1 through 30; consisting of 90 parcels to be built out to 89 single-family homes and 1 detention basin.

DESCRIPTION OF IMPROVEMENTS TO BE MAINTAINED AND SERVICED

The improvements installed, maintained and serviced within Annexation No. 80 and 81 are generally described as landscaping and irrigation improvements within or adjacent to the Annexation Territories and surrounding properties. Together these improvements provide special benefits to those individual parcels located within the Annexation Territories. These improvements collectively may include, but are not limited to: landscaping, planting, shrubbery, trees, grass, other ornamental vegetation, irrigation systems, hardscapes and fixtures; statuary, fountains, and other ornamental structures and facilities; facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks or paving, or water, irrigation, drainage, or electrical facilities.

The Annexation Territories, as part of LMD No. 1, will fund costs in connection with the maintenance and servicing including, but not limited to, labor, electrical energy, water, materials, contracting services, administration, and other expenses necessary for the satisfactory maintenance and servicing of these improvements.

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

Servicing means the furnishing of electricity for the operation of any appurtenant facilities, and water for the irrigation and control of the landscaping and the maintenance of any of the ornamental structures, landscaping and appurtenant facilities.

The improvements to be maintained as part of Annexation Territories are as follows:

- Annexation No. 80 - Tract 20403 includes approximately 3,191 square feet of landscape area within or adjacent to the Annexation Territory, this includes shrubs, irrigation and 17 trees.
- Annexation No. 81 - Tract 20404 includes approximately 8,993 square feet of landscape area within or adjacent to the Annexation Territory, this includes shrubs, irrigation and 59 trees.

A detention basin is proposed to be included in each tract; however, these improvements other than landscaping will be maintained outside the Landscape Maintenance District No. 1, as maintenance of drainage improvements is not an authorized activity under the Landscaping and Lighting Act of 1972. It is intended that the basin landscaping will be the responsibility of the development's respective Home Owners Association (HOA).

A more detailed description of the plans and specifications for the improvements associated with the Annexation Territories as part of the District are on file at the City in their entirety and are incorporated herein as part of this Report.

PART B — METHOD OF APPORTIONMENT

BACKGROUND

The 1972 Act provides that assessments may be apportioned upon all assessable lots or parcels of land within an assessment district or annexation in proportion to the estimated benefits to be received by each lot or parcel from the improvements. In addition, the California Constitution Article XIID requires a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID further provides that only special benefits are assessable, and the City must separate the general benefits from the special benefits conferred on a parcel. A special benefit is a particular and distinct benefit over and above general benefits conferred on the public at large, including real property within the district or annexation. The general enhancement of property value does not constitute a special benefit.

SPECIAL BENEFIT ANALYSIS

The ongoing maintenance of public landscaped areas within the District provide aesthetic benefits to the properties within each respective Annexation Territory and more specifically, those improvements identified in Part A of this Report, provide aesthetic benefits to the properties within the Annexation Territories and create a more pleasant environment to walk, drive, live, and work. The primary function of these landscape improvements and related amenities, serve as an aesthetically pleasing enhancement and green space for the benefit of those parcels and developments for which the improvements are to be constructed and installed for the benefit of those parcels and developments within the Annexation Territories. These improvements are an integral part of the physical environment of parcels within the Annexation Territories and the associated District, providing a positive enhancement of the community character, attractiveness, and desirability. Collectively the improvements to be provided by the District and specifically for the Annexation Territories as part of Annexation No. 80 and 81 represent a physical extension of those parcels, and if the improvements are not properly maintained, it is these parcels that would be aesthetically burdened. As a result, the maintenance of these landscape improvements and amenities are a particular and distinct benefit to the properties within the Annexation Territories.

GENERAL BENEFIT ANALYSIS

Pursuant to the 1972 Act and the provisions of the California Constitution, the costs of the District are apportioned by a formula or method that fairly distributes the net amount to be assessed among all assessable parcels in proportion to the special benefit to be received by each such parcel from the improvements. Article XIID requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID also requires the agency to separate the general benefit from special benefit and that only special benefit is assessable.

Each parcel within the District receives special benefit from the improvements due to the close proximity of the landscape and irrigation improvements to each parcel. The cost to provide maintenance and servicing of the improvements within the District is fairly and equitably distributed among each assessable parcel based upon the estimated special benefit received by each parcel.

APPORTIONMENT

The method of apportionment (method of assessment) is based on the premise that each assessed parcel receives special benefit from the improvements maintained, serviced and funded by the assessments and specifically, the landscape and irrigation improvements installed in connection with the development of these Tracts. The desirability of properties within the District is enhanced by the presence of well-maintained landscaping improvements in close proximity to those properties.

The costs to provide maintenance and servicing of the improvements within or adjacent to the original area and each Annexation Territory represent a zone of benefit ("Zone") and provide a distinct and special benefit to each parcel in the Zone. The costs to provide maintenance and servicing of the improvements for each Zone are determined and are fairly and equitably distributed among each assessable parcel in the Zone based upon the estimated special benefit received by each parcel. The costs of the Report and district administration are fairly and equitably distributed to all Zones, including those that have no improvements or that are fully or partially self-maintained.

In addition to the use of Zones, the method of apportionment established for the District to reflect the proportional special benefit of each parcel utilizes a weighted methodology of apportionment commonly referred to as an Equivalent Benefit Unit ("EBU") methodology.

Assessable parcels within each Zone are determined to receive the same special benefit from the improvements due to their similarity in size and use, and their similar proximity to the improvements. Therefore, each assessable parcel in a Zone is assigned one (1) EBU.

An assessment amount per EBU ("Rate") for the Zone improvements is established by taking the total cost of the improvements and dividing that amount by the total number of EBUs for parcels benefiting from such improvements.

$$\text{Total Balance to Levy} / \text{Total EBUs} = \text{Levy per EBU ("Rate")}$$

This amount is then applied back to each parcel's individual EBU to determine each parcel's proportionate benefit and assessment obligation.

$$\text{Rate} \times \text{Parcel EBU} = \text{Parcel Levy Amount}$$

EXEMPT PARCELS

The following are exempt from the assessment: areas of streets, avenues, lanes, roads, drives, courts, alleys, public easements, rights-of-way, and parkways. Also exempt are utility rights-of-way used exclusively for utility transmission, common areas (such as in condominium complexes), land dedicated as open space or parks, landlocked parcels, and small parcels vacated by the City, as these parcels do not benefit from the improvements. In addition, public schools, government agencies, and parcels with no road frontage will not be assessed.

ASSESSMENT RANGE FORMULA

The maximum assessment amount allowed for each fiscal year shall be adjusted annually by an amount equal to the percentage increase of the Consumer Price Index ("CPI") for the Riverside-San Bernardino-Ontario area for Urban Consumers, as developed by the U.S. Bureau of Labor Statistics, for March of each year and the CPI for March of the previous fiscal year.

PART C – ESTIMATED COST OF THE IMPROVEMENTS

The 1972 Act provides that the estimated costs of the improvements shall include the total cost of the improvements, including incidental expenses, which may include reserves to operate the District until funds are collected on the County tax rolls and transferred to the City around December 10th of the current fiscal year.

The 1972 Act also provides that the amount of any surplus, deficit, or contribution be included in the estimated cost of improvements. The net amount to be assessed on the lots or parcels within LMD No. 1 is the total cost of installation, maintenance, and servicing with adjustments either positive or negative for reserves, surpluses, deficits, and/or contributions.

The following budgets outline the estimated costs to maintain the improvements at build-out and establish the initial Maximum Assessment per EBU (Maximum Assessment Rate) and the proposed budget and applicable assessment rates for Fiscal Year 2025/2026.

ANNEXATION NO. 80 (COVENANT POINT – TRACT 20403) BUDGET ESTIMATES

TOTAL LOTS OR PARCELS: 38
 ASSESSED LOTS OR PARCELS: 37

SUMMARY BY TYPE OF LAND USE:	Number of Parcels	Taxable Acreage	Balloted Benefit Units
Residential	37	10.960	37.00
Total	37	10.960	37.00

BUDGET ITEM	MAXIMUM ASSESSMENT FY 2025/2026	APPLIED ASSESSMENT FY 2025/2026
<u>DIRECT COSTS</u>		
Maintenance (including trees)	\$1,568	\$1,568
Utilities	540	540
Capital Repairs/ Improvements	561	561
Subtotal	\$2,669	\$2,669
<u>ADMINISTRATIVE COSTS</u>		
Administration/ Operations/ Insurance	\$1,991	\$1,991
Professional Services	263	263
Subtotal	\$2,254	\$2,254
Reserve Collection	\$211	\$211
General Benefit Contribution	-67	-67
Subtotal	\$144	\$144
Total Direct & Administrative Costs	\$5,067	\$5,067
Total Parcels	38	38
Total Number of Parcels Assessed	37	37
Total EBUs Assessed	37.00	37.00
Per EBU Assessment Amount	\$136.94	\$136.94
Per EBU Maximum Assessment Amount	\$136.94	\$136.94

ANNEXATION No. 81 (HAVEN AT COVENANT POINT – TRACT 20404) BUDGET ESTIMATES

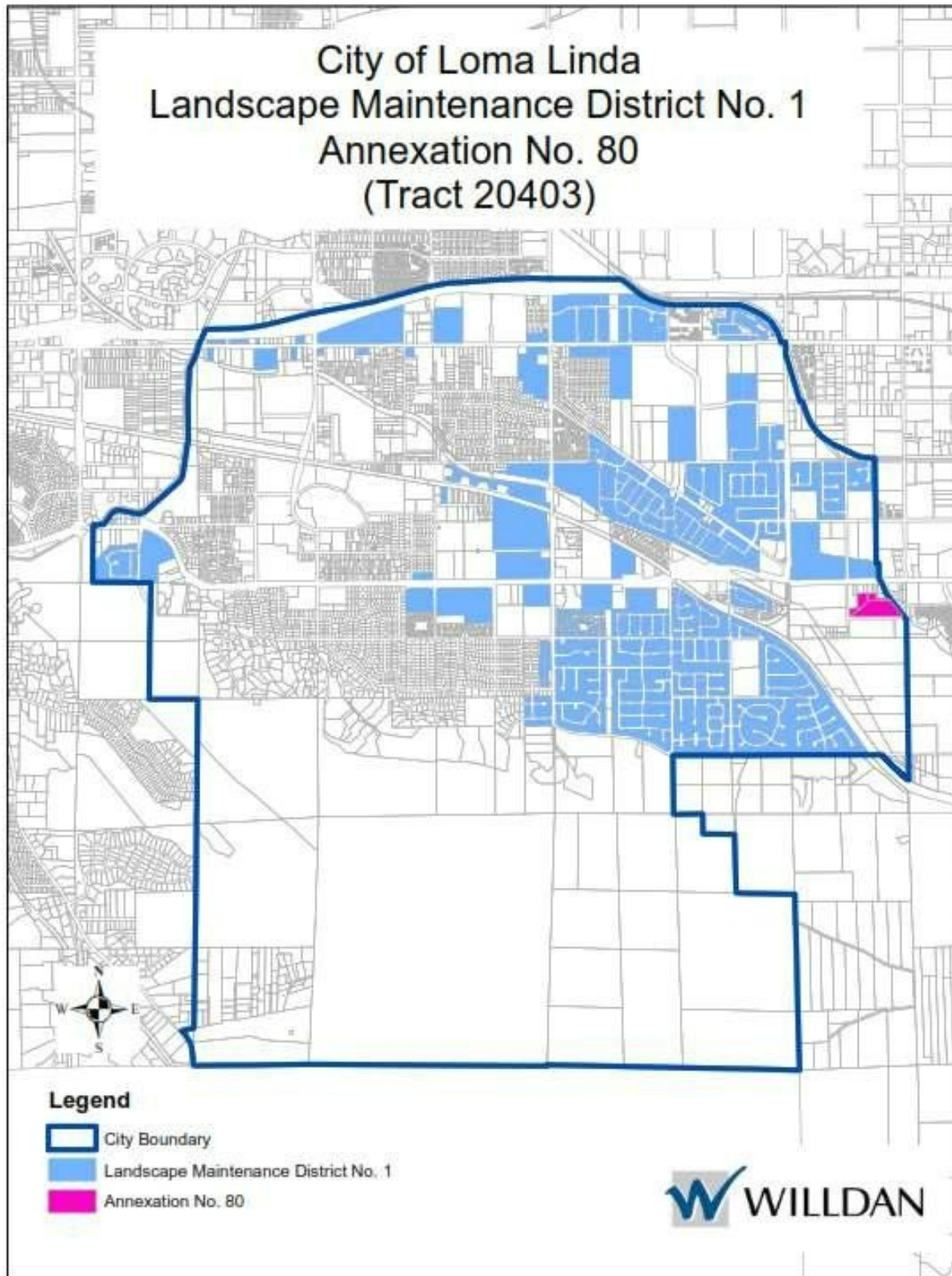
TOTAL LOTS OR PARCELS: 92
 ASSESSED LOTS OR PARCELS: 89

SUMMARY BY TYPE OF LAND USE:	Number of Parcels	Taxable Acreage	Balloted Benefit Units
Residential	89	55.720	89.00
Total	89	55.720	89.00

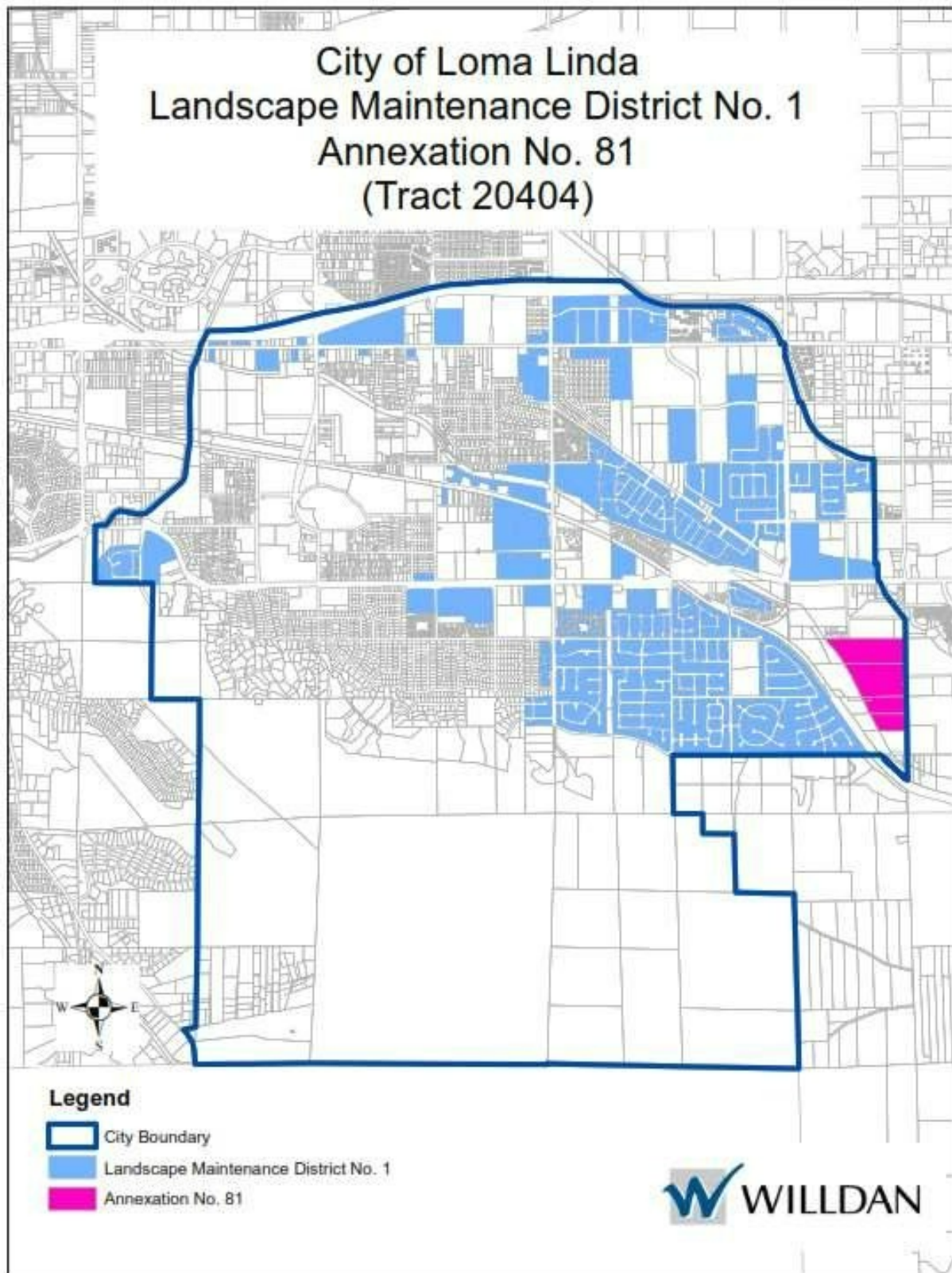
BUDGET ITEM	MAXIMUM ASSESSMENT FY 2025/2026	APPLIED ASSESSMENT FY 2025/2026
<u>DIRECT COSTS</u>		
Maintenance (including trees)	\$ 3,807	\$3,807
Utilities	1,520	1,520
Capital Repairs/ Improvements	1,458	1,458
Subtotal	\$6,785	\$6,785
<u>ADMINISTRATIVE COSTS</u>		
Administration/ Operations/ Insurance	\$4,790	\$4,790
Professional Services	632	632
Subtotal	\$5,422	\$5,422
Reserve Collection	\$533	\$533
General Benefit Contribution	-189	-189
Subtotal	\$344	\$344
Total Direct & Administrative Costs	\$12,551	\$12,551
Total Parcels	92	92
Total Number of Parcels Assessed	89	89
Total EBUs Assessed	89.00	89.00
Per EBU Assessment Amount	\$141.02	\$141.02
Per EBU Maximum Assessment Amount	\$141.02	\$141.02

PART D — ASSESSMENT DIAGRAMS

The Assessment Diagram for LMD No. 1 is on file at the City and by reference herein is made part of this Report. The Assessment Diagrams for Annexation No. 80 (Covenant Point – Tract 20403) and Annexation No. 81 (Haven at Covenant Point– Tract 20404), are provided on the following pages and consist of all lots, parcels, and subdivisions of land listed on the Assessment Roll contained herein as Part E. The lines and dimensions of each lot, parcel, and subdivision of land contained in these diagrams and inclusive of the San Bernardino County Assessor's parcel maps for the current year and are incorporated by reference herein and made part of this Report. **The streets on each separate annexation map although white are part of the annexations.**









PART E — ASSESSMENT ROLL

All assessed lots or parcels of real property within Annexation No. 80 (Covenant Point – Tract 20403) and Annexation 81 (Haven at Covenant Point – Tract 20404) are listed within the assessment rolls that follow. Each parcel's corresponding Balloted Maximum Assessment is based on the parcel's proposed land use and the maximum assessment rate for Fiscal Year 2025/2026; \$136.94 for Annexation No. 80 and \$141.02 for Tract 20404. Commencing Fiscal Year 2025/2026, the maximum assessment rate shall be adjusted annually by an amount equal to the percentage increase of the CPI for the Riverside-San Bernardino-Ontario Area for Urban Consumers, as developed by the U.S. Bureau of Labor Statistics, for March of each year and the CPI for March of the previous fiscal year.

ANNEXATION NO. 80 (COVENANT POINT – TRACT 20403)

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment Rate
0293-081-20-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-21-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-22-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-23-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-24-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-25-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-26-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-27-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-28-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-29-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-30-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-31-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-32-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-33-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-34-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-35-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-36-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-37-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-38-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-39-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-40-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-41-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-42-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-43-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-44-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-45-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-46-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-47-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-48-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-49-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-50-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-51-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-52-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-53-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-54-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-55-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-56-0000	80	Residential	1.00	\$136.94	\$136.94
0293-081-57-0000	80	Detention Basin	0.00	\$136.94	\$0.00

ANNEXATION NO. 81 (SIERRA CREST – TRACT 20404)

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment
0293-091-10-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-11-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-12-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-13-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-14-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-15-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-16-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-17-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-18-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-19-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-20-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-21-0000	81	Residential	1.00	\$141.02	\$141.02
0293-091-22-0000	81	Letter Lot	0.00	\$141.02	\$0.00
0293-471-01-0000	81	Residential	1.00	\$141.02	\$141.02
0293-471-02-0000	81	Residential	1.00	\$141.02	\$141.02
0293-471-03-0000	81	Residential	1.00	\$141.02	\$141.02
0293-471-04-0000	81	Detention Basin	0.00	\$141.02	\$0.00
0293-471-05-0000	81	Exempt	0.00	\$141.02	\$0.00
0293-481-01-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-02-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-03-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-04-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-05-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-06-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-07-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-08-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-09-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-10-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-11-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-12-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-13-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-14-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-15-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-16-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-17-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-18-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-19-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-20-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-21-0000	81	Residential	1.00	\$141.02	\$141.02

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment
0293-481-22-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-23-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-24-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-25-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-26-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-27-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-28-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-29-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-30-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-31-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-32-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-33-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-34-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-35-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-36-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-37-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-38-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-39-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-40-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-41-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-42-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-43-0000	81	Residential	1.00	\$141.02	\$141.02
0293-481-44-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-01-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-02-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-03-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-04-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-05-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-06-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-07-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-08-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-09-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-10-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-11-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-12-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-13-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-14-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-15-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-16-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-17-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-18-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-19-0000	81	Residential	1.00	\$141.02	\$141.02

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Use	Balloted EBU	Assessment Rate	Balloted Maximum Assessment
0293-491-20-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-21-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-22-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-23-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-24-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-25-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-26-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-27-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-28-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-29-0000	81	Residential	1.00	\$141.02	\$141.02
0293-491-30-0000	81	Residential	1.00	\$141.02	\$141.02

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNEXATION OF TERRITORIES TO LOMA LINDA LANDSCAPE MAINTENANCE DISTRICT NO. 1, AS ANNEXATION NO. 80 (COVENANT POINT – TRACT 20403) AND ANNEXATION NO. 81 (HAVEN AT COVENANT – TRACT 20404), DETERMINING THAT THESE PROCEEDINGS SHALL BE TAKEN PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND THE RIGHT TO VOTE ON TAXES ACT, PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND DECLARING THE CITY'S INTENTION TO ORDER THE ANNEXATIONS, AND OFFERING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

The City Council of the City of Loma Linda pursuant to the provisions of the Landscaping and Lighting Act of 1972, being Division 15 of the Streets and Highways Code of the State of California (the "Act"), and as provided by Article XIID of the California Constitution, desires to initiate proceedings for the annexation of certain property, the residential areas known as Tract 20403 and 20404 (the "Annexation Territories"), to the Loma Linda Landscape Maintenance District No. 1 (the "District") and for the levy and collection of annual assessment within the proposed Annexation Territories for the Fiscal Year 2025/2026, for the purposes provided therefore in the Act; and

WHEREAS, the public interest and convenience require the extension of the construction and maintenance of improvements by the District to the proposed Annexation Territories; and

WHEREAS, the general location and boundaries of the Annexation Territories are shown on maps on file in the office of the City Clerk, are incorporated herein by reference, and open to public inspection; and

WHEREAS, the improvements to be installed, constructed or maintained within the proposed Annexation Territories may include installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to landscape and irrigation improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof; and

WHEREAS, Proposition 218, the Right to Vote on Taxes Act does hereby require that a notice of the proposed assessment along with a ballot shall be mailed to all owners of identified parcels within the Annexation Territories, and that the agency shall conduct a public hearing not less than 45 days after the mailing of said notice, such notice may be waived if property owner signs a waiver and notice authorizing the City to proceed with balloting procedures before the 45-day requirement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Loma Linda as follows:

1. That the above recitals are true and correct.
2. That the City hereby proposes to annex to the Loma Linda Landscape Maintenance District No. 1, the residential areas known as Covenant Point – Tract 20403, as Annexation No. 80, generally located east of New Jersey Street, west of San Timoteo Road, north of Bermudez Street and south of Barton Road, also known as Assessor Parcel Numbers 0293-081-20-0000 through 57; and Haven at Covenant Point – Tract 20404, as Annexation No. 81, generally located east of New Jersey Street, south of Bermudez Street, and west of Nevada Street, San Timoteo Canyon Road and San Timoteo Road, also known as Assessor Parcel Numbers 0293-091-10-0000 through 22;

0293-471-01-0000 through 05; 0293-481-01-0000 through 44; and 0293-491-01-0000 through 30. The City also hereby proposes to levy annual assessments thereon to provide for the following work if applicable:

- Installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to landscape and irrigation improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.
- The distinctive designation for the proposed Annexations shall be Annexations No. 80 and 81 to Loma Linda Landscape Maintenance District No. 1 when referred to separately and upon annexation will be included in the designation of the Loma Linda Landscape Maintenance District No. 1.

3. The City Council hereby designates Willdan Financial Services as the Engineer for the purposes of these proceedings and orders the Engineer to prepare and file with the City Clerk a written report in accordance with Article XIID, Section 4 of the California Constitution and Article 4 (commencing with Section 22565) of Chapter 1 of the Act for the Fiscal Year 2025/2026 commencing July 1, 2025 and ending June 30, 2026. Such Report shall refer to the Annexation Territories by their distinctive designation.

4. The Engineer has prepared and filed with the City Clerk of the City of Loma Linda and the City Clerk has presented to the City Council such report entitled "City of Loma Linda, Engineer's Report, Landscape Maintenance District No. 1, Annexation No. 80 and 81" (the "Report") which pertains to the proposed Annexation Territories.

5. The City Council hereby (1) finds that the public interest and convenience requires; and (2) declares its intention to order the approval for the Annexations and to levy and collect assessments against the assessable lots and parcels of land within such Annexation Territories for that portion of the fiscal year commencing July 1, 2025 and ending June 30, 2026 to pay the costs and expenses of the improvements described in Section 2 if applicable. The assessments for Fiscal Year 2025/2026 will be manually invoiced, while the assessments for Fiscal Year July 1, 2026 to June 30, 2027 are proposed to be levied at the county level. If the assessments proposed by this resolution are approved by the property owners pursuant to a mailed ballot election conducted in accordance with Article XIID of the California Constitution, the City Council in subsequent fiscal years may thereafter impose the assessment at any rate or amount that is less than or equal to the amount authorized for Fiscal Year 2025/2026, increased each year based upon the Consumer Price Index ("CPI"), for the Riverside-San Bernardino-Ontario area for Urban Consumers, as determined by the U.S. Bureau of Labor Statistics, or its successor without conducting another mailed ballot election. The Engineer shall compute the percentage of difference between the CPI for March of each year and the CPI for the previous March and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index, or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

Resolution No. _____
Page 3

6. That notice is hereby given that on the 9th day of September 2025 at the hour of 7 p.m., or as soon thereafter as possible, in the City Council Chamber at 25541 Barton Road, in the City of Loma Linda, the City will hold a public hearing to receive and tabulate all ballots with reference to the Annexation Territories pursuant to the Right to Vote on Taxes Act.

7. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 1st day of July 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Phill Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk



Special Joint City Council-Housing Auth-Successor Agency Staff Report

E. Council Bill #R-2025-29 - A Resolution Initiating Annexations to Streetlight Maintenance District No. 1 and scheduling a Public Hearing for September 9, 2025, for Annexations to Streetlight Maintenance District No. 1 (Tracts 20403 & 20404 – Covenant Point & Haven at Covenant Point) (Public Works) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Public Hearing and Scheduled Items Item: 3E.
To	From
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council adopt Council Bill No. R-2025-29, waive the reading in its entirety and read by title only a Resolution initiating Annexations into the Streetlight Maintenance District and schedule the Public Hearing for ordering Annexation into the Streetlight Maintenance District for September 9, 2025.

BACKGROUND:

The City Council approved the Tract Map Nos. 20403 & 20404 – Covenant Point & Haven at Covenant Point, subject to Conditions of Approval. Annexation into the Streetlight Maintenance District is one of those conditions. The City has received a petition from the property owner to annex into the Streetlight Maintenance District.

ANALYSIS:

The petition and ballot have been prepared for the property owner's approval of Annexation into the Streetlight Maintenance District. Further, an Engineer's Report has been prepared this Annexation, report attached.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

N/A

Attachments

[FY2526 Loma Linda SMD1 Annex \(Tracts 20403-20404\)_FINAL \(IM 07.01.25\).pdf](#)

[Loma Linda SMD Annex \(TRs 20403 20404\) IM Consent Reso \(REVISED to City\) 6-20-25.pdf](#)



**CITY OF LOMA LINDA
ENGINEER'S REPORT**

**STREET LIGHT BENEFIT ASSESSMENT
DISTRICT NO. 1
COVENANT POINT & HAVEN
AT COVENANT POINT DEVELOPMENT
ANNEXATION**

FISCAL YEAR 2025/2026

**INTENT MEETING: JULY 1, 2025
PUBLIC HEARING: SEPTEMBER 9, 2025**

**CITY OF LOMA LINDA
25541 BARTON ROAD
LOMA LINDA, CA 92354**

**JUNE 2025
PREPARED BY
WILLDAN FINANCIAL SERVICES**

27368 Via Industria
Suite 200
Temecula, CA 92590
T 951.587.3500 | 800.755.6864
F 951.587.3510



ENGINEER'S REPORT AFFIDAVIT

CITY OF LOMA LINDA STREET LIGHT BENEFIT ASSESSMENT DISTRICT NO. 1 COVENANT POINT & HAVEN AT COVENANT POINT DEVELOPMENT FISCAL YEAR 2025/2026

ENGINEER'S REPORT CERTIFICATE

As part of the Resolution of Intention packet presented for the consideration of the Loma Linda City Council, this Report and the enclosed budgets, diagrams, and descriptions outline the proposed annexation of territory (Covenant Point – Tract 20403 and Haven at Covenant Point – Tract 20404) to the Loma Linda Street Light Benefit Assessment District No. 1 for Fiscal Year 2025/2026 as the same existed at the time this Report was prepared and the establishment of annual assessments related thereto commencing in Fiscal Year 2025/2026. Said annexation includes all lots and parcels of land identified on the San Bernardino County Assessor's Parcel Maps as Book 293, Page 081, Parcels 20 through 57; Book 293, Page 091, Parcels 10 through 22; Book 293, Page 471, Parcels 01 through 05; Book 293, Page 481, Parcels 01 through 44; and Book 293, Page 491, Parcels 01 through 30.

Reference is hereby made to the San Bernardino County Assessor's Parcel Maps for a detailed description of the lines and dimensions of each parcel within the Covenant Point and Haven at Covenant Point developments. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this _____ day of _____, 2025.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Loma Linda

By: _____

Stacey Reynolds
Principal Consultant

By: _____

Tyrone Peter
R.C.E. # C81888

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INTRODUCTION

Pursuant to the provisions of the Landscaping and Lighting Act of 1972, being Part 2, Division 15, of the California Streets and Highways Code, commencing with Section 22500 (hereafter referred to as the “1972 Act”), this report is prepared in compliance with the requirements of Article 4, Chapter 1, of the 1972 Act regarding the annexation of territory into the City of Loma Linda’s existing Street Light Benefit Assessment District No. 1 (hereafter referred to as “SLBAD No. 1” or “District”).

The City Council of the City of Loma Linda being the legislative body for SLBAD No. 1, may, pursuant to the 1972 Act, annex territory and levy annual assessments for the operations and administration of SLBAD No. 1. Within Section 22608 of the 1972 Act, it states “*right of majority protest shall be limited to the territory proposed to be annexed*”.

In addition, the 1972 Act provides for the levy of annual assessments after annexation into or formation of an assessment district for the continued maintenance and servicing of the improvements. The 1972 Act further allows various areas to be annexed into an existing district when the territory in the annexation receives substantially the same proportional special benefits from the improvements. The costs associated with the installation, maintenance, and servicing of the improvements may be assessed to properties, which benefit from the installation, maintenance, and servicing of such improvements.

This report specifically addresses the annexation of approximately 10.96 acres of territory consisting of thirty-seven (37) single family homes at build-out in Tract 20403 and 55.72 acres of territory consisting of eighty-nine (89) single family homes at build-out in Tract 20404. These territories are more specifically identified as:

- **Covenant Point – Tract 20403** which is generally located east of New Jersey Street, west of Nevada Street and San Timoteo Road, north of Bermudez Avenue and south of Barton Road. This development includes the following: Assessor’s Book 0293, Page 081, Parcels 20 through 57.
- **Haven at Covenant Point – Tract 20404** which is generally located east of the San Timoteo Creek Channel, south of New Jersey and Bermudez Street, west of Nevada Street and San Timoteo Canyon Road, and north of Beaumont Avenue. This development includes the following: Assessor’s Book 0293, Page 091, Parcels 10 through 22; Page 471, Parcels 1 through 5; Page 481, Parcels 1 through 44; and Page 491, Parcels 1 through 30.

Collectively, these annexation territories are proposed to be annexed into SLBAD No. 1 and levied assessments commencing in Fiscal Year 2025/2026 and shall be known as:

**Covenant Point & Haven at Covenant Point Development Annexation,
for the Street Light Benefit Assessment District No. 1**

(hereafter referred to as Annexation Territories). The properties associated with and identified herein as Covenant Point – Tract 20403 and Haven at Covenant Point – Tract 20404 are shown on the Assessment Diagrams incorporated herein as Part D of this Report.

BALLOT PROCEEDINGS

As part of this annexation proceeding, pursuant to the provisions of Article XIID, Section 4 of the California Constitution, the City shall conduct a property owner protest ballot proceeding (referred to as “Ballot Proceeding”) for the proposed levy of new assessments as described in this Report. In conjunction with this Ballot Proceeding, the City Council will conduct a noticed public hearing (scheduled for September 9, 2025) to consider public testimonies, comments and written protests regarding the levy of the proposed new assessments. Upon conclusion of the public hearing, property owner protest ballots received will be opened and tabulated to determine whether majority protest exists:

“A majority protest exists if, upon the conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots shall be weighted according to the proportional financial obligation of the affected property.”

After completion of the ballot tabulation, the City Council will confirm the results of the balloting. If majority protest exists the proposed new assessments (including the inflationary adjustment), further proceedings to implement the proposed new assessments and the annexation of the Annexation Territories shall be abandoned at this time.

If tabulation of the ballots indicates that majority protest does not exist for the proposed assessment(s) and the assessment range formula presented and described herein, the City Council may by Resolution approve this Report (as submitted or amended), order the annexation of the Annexation Territories to the District, approve the assessment diagrams and confirm the assessments. The City Council may order the levy and collection of the assessments for the Annexation Territories together with the assessments for other properties in the District during the annual assessment approval process for Fiscal Year 2026/2027. The Annexation Territories assessments for Fiscal Year 2026/2027, if any, shall be submitted to the San Bernardino County Auditor/Controller for inclusion on the property tax roll for each parcel within the Annexation Territories as approved and ordered by the City Council.

Each subsequent fiscal year, an Engineer’s Report for the District including the Annexation Territories shall be prepared and presented to the City Council to address any proposed changes to the improvements, budgets and assessments for that fiscal year. The City Council shall hold a noticed public hearing regarding these matters prior to approving and ordering the levy of such assessments.

This Report has been prepared in connection with the annexation of parcels into SLBAD No. 1 for Fiscal Year 2025/2026, pursuant to a resolution of the City Council and consists of five (5) parts.

PART A – PLANS AND SPECIFICATIONS

Contains a description of the improvements to be maintained or serviced through SLBAD No. 1.

PART B – METHOD OF APPORTIONMENT

Describes the basis on which the costs have been apportioned to each parcel of land within SLBAD No. 1, in proportion to the estimated benefits to be received.

PART C – ESTIMATE OF COST

Identifies the estimated cost of the services or maintenance to be provided through SLBAD No. 1, including incidental costs and expenses in connection therewith.

PART D – ASSESSMENT DIAGRAM

Contains diagrams showing the existing exterior boundaries of SLBAD No. 1, and the location and parcels that receive special benefits from the streetlight improvements to be installed and maintained as part of the annexation of Tracts 20403 and 20404. The lines and dimensions of each lot, parcel, and subdivision of land within the Annexation Territories are inclusive of all parcels listed in Part E – Assessment Roll of this Report and the corresponding San Bernardino County Assessor's Parcel Maps for said parcels as they existed at the time this Report was prepared and shall include all subsequent subdivisions, lot-line adjustments, or parcel changes therein. Reference is hereby made to the San Bernardino County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the Annexation Territories.

PART E – ASSESSMENT ROLL

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

If any section, subsection, subdivision, sentence, clause, phrase, portion, or tract of this Report is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of the Report and each section, subsection, subdivision, sentence, clause, phrase, portion, or tract thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, portions, or tract might subsequently be declared invalid or unconstitutional.

PART A — PLANS AND SPECIFICATIONS

IMPROVEMENTS AUTHORIZED BY THE 1972 ACT

As applicable or may be applicable to the District, the 1972 Act defines “improvement” to mean one or any combination of the following:

- The installation or construction of public lighting facilities.
- The maintenance and/or servicing of any public lighting facilities.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

The 1972 Act defines “incidental expenses” to include all of the following:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment.
- The costs of printing, advertising, and the giving of published, posted, and mailed notices.
- Compensation payable to the county for collection of assessments.
- Compensation of any engineer or attorney employed to render services in the proceedings.
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements.
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.
- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines “maintain” or “maintenance” to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including the repair, removal, or replacement of all or any part of any lighting improvement.

DESCRIPTION OF IMPROVEMENTS TO BE MAINTAINED AND SERVICED

SLBAD No. 1 was established to collect funds to cover the expenses for energy and maintenance of the majority of streetlights in the City of Loma Linda. These costs are billed by the Southern California Edison Company (“Edison”) for approximately 1,508 streetlights, currently Edison owns and maintains 456 streetlights and the City owns 1,052 streetlights. Within the Annexation Territories there will be an additional 56 streetlights maintained by SLBAD No. 1; 14 streetlights will be installed in Tract 20403 and 42 streetlights within Tract 20404.

The proposed new and/or existing improvements for SLBAD No. 1 include, but are not limited to, and may be generally described as follows:

- The installation of street lighting, traffic signals, and other appurtenant facilities that are necessary for the daily operation of said lighting located within City road rights-of-way. Installation covers all work necessary for the installment or replacement of said lighting and all appurtenant work necessary to complete said installation or replacement.

- The operation, maintenance, and servicing of all existing streetlighting, traffic signals, and other appurtenant facilities necessary for the daily operation of said lighting located within City road rights-of-way. Operation, maintenance, and servicing means all work necessary to maintain said lights in proper operation including providing energy to operate the lights.

Plans and specifications for the improvements for SLBAD No. 1 are voluminous and not bound in this report but with this reference are incorporated and made a part of this report. Locations of all streetlights for SLBAD No. 1 are included on lighting inventory maps available for inspection at the City.

PART B — METHOD OF APPORTIONMENT

BACKGROUND

The 1972 Act provides that assessments may be apportioned upon all assessable lots or parcels of land within an assessment district or annexation in proportion to the estimated benefits to be received by each lot or parcel from the improvements. In addition, the California Constitution Article XIID requires a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID further provides that only special benefits are assessable, and the City must separate the general benefits from the special benefits conferred on a parcel. A special benefit is a particular and distinct benefit over and above general benefits conferred on the public at large, including real property within the district or annexation. The general enhancement of property value does not constitute a special benefit.

SPECIAL BENEFIT ANALYSIS

To determine the proportionate special benefit derived by each parcel, the proximity of the parcel to the public improvements (detailed in Part A above), as well as the capital, maintenance, and operating costs, were considered and analyzed. Due to the close proximity of the parcels to the improvements, it has been demonstrated and determined the parcels within SLBAD No. 1 and the Annexation Territories are uniquely benefited by, receive a direct advantage from, and are conferred a particular and distinct special benefit over and above general benefits by said public improvements.

Most of the streetlighting improvements were conditions of approval for the creation or development of the parcels within SLBAD No. 1. In order to create or develop the parcels, the City required the original developers to install and guarantee the maintenance of streetlighting and appurtenant facilities to serve the parcels. Therefore, parcels within the District could not have been developed in the absence of the installation and promised maintenance of these facilities.

The proper maintenance of the streetlighting and appurtenant facilities specially benefit parcels within the District including those parcels within the Annexation Territories. The proper maintenance of the streetlighting and appurtenant facilities reduces property-related crimes (especially vandalism) against properties in the District. The streetlighting located in SLBAD No. 1 helps to visually join the various segments of the community, which enhance property. In addition, the above mentioned improvements contribute to a specific enhancement of the property value of each of the parcels within the District.

The benefit provided by streetlighting consists of safety for pedestrians and motorists living and owning property in the District during the nighttime hours. This is a particular and distinct special benefit to all developed parcels in the District.

Streetlights can be determined to be an integral part of streets as a permanent public improvement. One of the principal purposes of fixed roadway lighting is to create a nighttime environment conducive to quick, accurate, and comfortable seeing for the user of the facility. These factors, if attained, combine to improve traffic safety and achieve efficient traffic movement. Fixed lighting enables motorists to see detail more distinctly and to react safely to roadway and traffic conditions present on or near the roadway.

Streets are constructed for safe and convenient travel by vehicles and pedestrians. They also provide an area for underground and overhead utilities.

Streetlights are installed on and are for street purposes and are maintained and serviced for optimum use of the streets as intended in their design. Assessments for the maintenance and servicing of streets may include streetlights.

Streetlights are considered an integral part of the entire street, the same as curbs, gutters, pavement, signage, and striping. They provide a safe route for motorists and pedestrians and are installed to make streets safer.

Streetlights are installed to provide better visibility for drivers. One hundred percent (100%) of the illumination from the lights is directed to the street, ninety percent (90%) on the street side of the curb and ten percent (10%) behind the curb. The spacing of the lights is based on the speed of the vehicles and the natural ability of the motorists' eyes to adjust to light and dark areas.

The City's street system was established to provide access to each parcel in the District. Streetlights provide a safer street environment for owners of the parcels served. If the parcels were not subdivided into individual parcels within the District, there would be no need to provide a system of streets that offers safety lighting for the property owner(s) and their guests.

The City has determined that streetlights are also an integral part of the quality of life within their boundaries. This quality of life is a special benefit to some degree to all parcels, except government owned parcels, including easements, and flood channel parcels.

Therefore, the installation, operation, and maintenance of streetlights are for the express, special benefit of the parcels within the District, including the Annexation Territories.

GENERAL BENEFIT ANALYSIS

Pursuant to the 1972 Act and the provisions of the California Constitution, the costs of the District are apportioned by a formula or method that fairly distributes the net amount to be assessed among all assessable parcels in proportion to the special benefit to be received by each such parcel from the improvements. Article XIID requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Article XIID also requires the agency to separate general benefit from special benefit and that only special benefit is assessable.

Each parcel within the District receives special benefit from the improvements due to the close proximity of the lighting improvements to each parcel. The cost to provide maintenance and servicing of the improvements within the District is fairly and equitably distributed among each assessable parcel based upon the estimated special benefit received by that parcel.

APPORTIONMENT

Assessments proposed for individual lots within the District will be assigned for the special benefit received and will be determined based upon the following five zones of benefit (or "Zones"). This method of apportionment is applicable to the parcels within the Annexation Territories.

1. Residential parcels within the urban area having a minimal level of benefit.
2. Residential parcels within the urban area having a higher than minimal level of benefit.
3. Residential condominium parcels within the urban area having a higher than minimal level of benefit.
4. Non-Residential land use within the urban area.
5. Rural land use outside the urban area.

The benefit to be received by each Zone varies. There are residential properties within the urban area that have fewer street lights than other urban residential areas and thus receive less benefit. There are rural areas that have even fewer residential street lights than even the minimum urban residential areas and thus receive less benefit.

Non-residential properties are generally sited along the major arterial streets and receive a higher level of street lighting and thus receive the highest level of benefit. These same levels of benefit are also reflected in the maintenance and servicing of traffic signals.

The benefit to properties for traffic signals and intersection and highway safety lighting on the City's major streets is a benefit to parcels within the City. The parcels share equally the cost of the signal and highway safety lights. Thus, the total benefit to each parcel within the District is a combination of the traffic signal and highway safety lighting, plus the various levels of lighting for the residential (minimal), residential (surcharge), residential condo (surcharge), non-residential and rural zones as described above.

Properties within the District have been categorized into one of the five Zones. Each property has been assigned one (1) Unit of Benefit subsequent to its categorization.

The following table summarizes the per Benefit Unit assessment for each benefit zone:

Benefit Zones	FY 2025/2026 Assessment Per Units of Benefit
Residential (Minimal)	\$38.00
Residential (Surcharge)	\$56.14
Residential Condo (Surcharge)	\$56.14
Non-Residential	\$123.17
Rural	\$17.88
Total	

Per parcel assessments are based on the number of 100-foot increments of front footage that a parcel has within its benefit zone. Developments with private streets, such as condominiums, have assessments based on the number of 100-foot increments of front footage along the perimeter of the development divided by the number of feet within the development. Front footage increments are rounded up to the nearest 100 feet.

EXEMPT PARCELS

The following are exempt from the assessment: areas of streets, avenues, lanes, roads, drives, courts, alleys, public easements, rights-of-way, and parkways. Also exempt are utility rights-of-way used exclusively for utility transmission, common areas (such as in condominium complexes), land dedicated as open space or parks, landlocked parcels, and small parcels vacated by the City, as these parcels do not benefit from the improvements. In addition, public schools, government agencies, and parcels with no road frontage will not be assessed.

ASSESSMENT RATE

The SLBAD No. 1 maximum assessment rates approved for Fiscal Year 2025/2026 are as shown in the table above. The proposed assessments for Fiscal Year 2025/2026 are at the same rate as in the prior Fiscal Year 2024/2025.

PART C — ESTIMATED COST OF THE IMPROVEMENTS

The 1972 Act provides that the estimated costs of the improvements shall include the total cost of the improvements, including incidental expenses, which may include reserves to operate the District until funds are collected on the County tax rolls and transferred to the City around December 10 of the current fiscal year.

The 1972 Act also provides that the amount of any surplus, deficit, or contribution be included in the estimated cost of improvements. The net amount to be assessed on lots or parcels within SLBAD No. 1 is the total cost of installation, maintenance, and servicing with adjustments either positive or negative for reserves, surpluses, deficits, and/or contributions.

The estimated annual improvement costs for SLBAD No. 1, including those for the Annexation Territories, are voluminous and not bound in this report, but by reference are incorporated and made a part of this report. The estimated costs are on file at the City where they are available for public inspection.

TRACT 20403 – COVENANT POINT BUDGET ESTIMATE

TOTAL LOTS OR PARCELS: 38
 ASSESSED LOTS OR PARCELS: 37

SUMMARY BY TYPE OF LAND USE:	Number of Parcels	Balloted Benefit Units
Residential	37	37.00
Total	37	37.00

BUDGET ITEM	MAXIMUM ASSESSMENT FY 2025/2026	APPLIED ASSESSMENT FY 2025/2026
Total Funds Required	\$2,077.18	\$2,077.18
Available Carryover	0.00	0.00
To be Raised by Parcel Assessment	\$2,077.18	\$2,077.18

TRACT 20404 – HAVEN AT COVENANT POINT BUDGET ESTIMATE

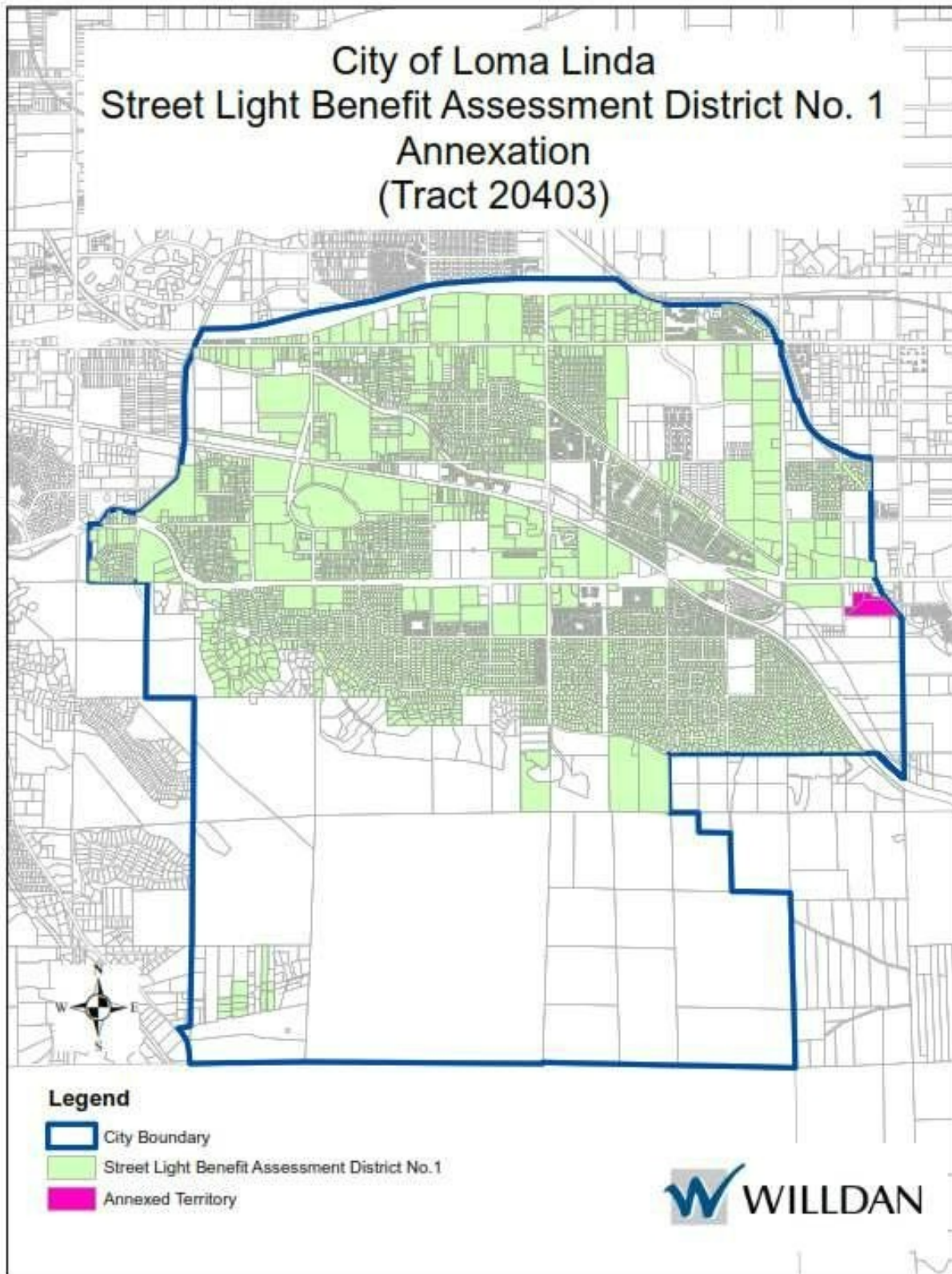
TOTAL LOTS OR PARCELS: 92
 ASSESSED LOTS OR PARCELS: 89

SUMMARY BY TYPE OF LAND USE:	Number of Parcels	Balloted Benefit Units
Residential	89	89.00
Total	89	89.00

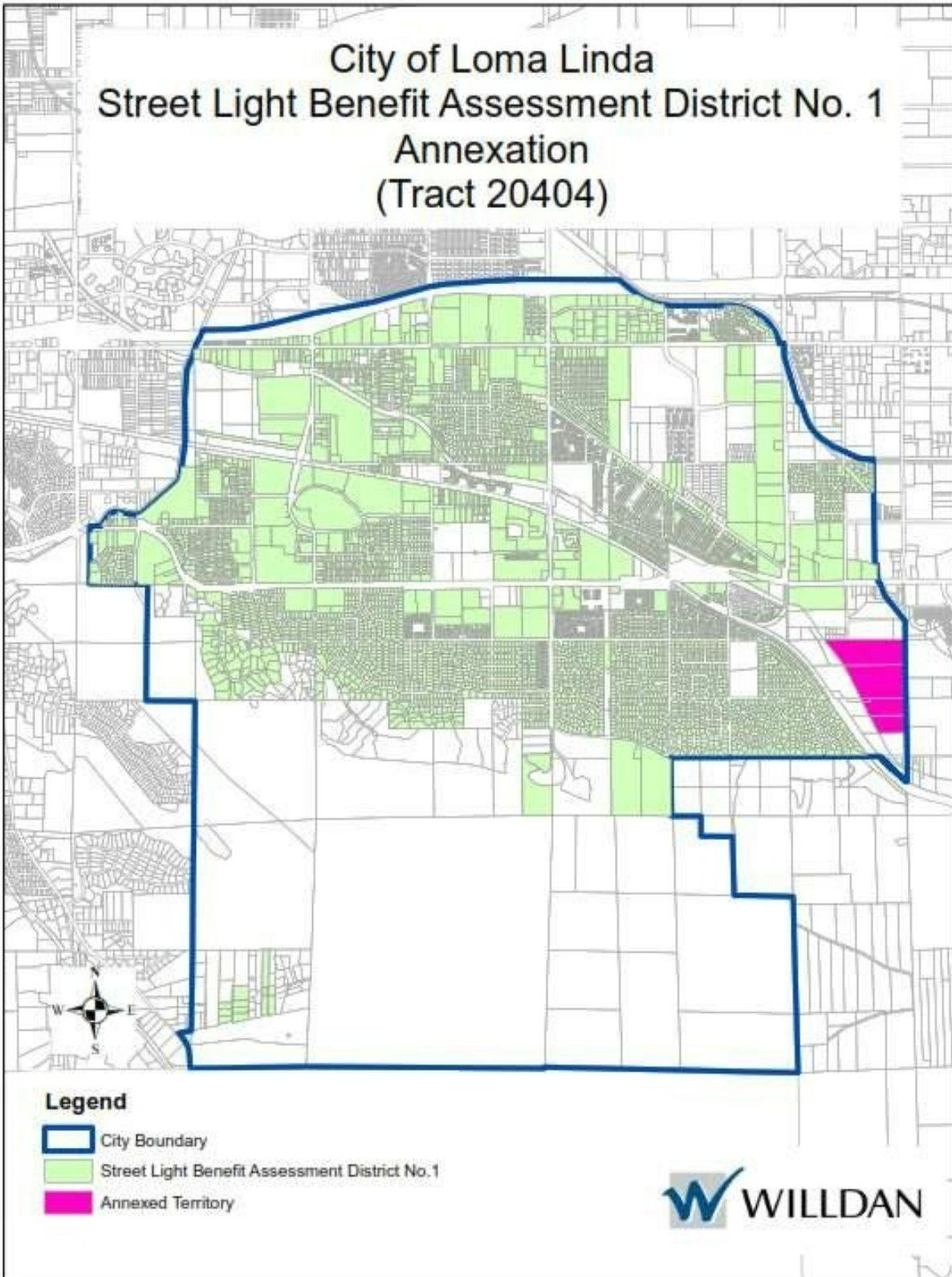
BUDGET ITEM	MAXIMUM ASSESSMENT FY 2025/2026	APPLIED ASSESSMENT FY 2025/2026
Total Funds Required	\$4,996.46	\$4,996.46
Available Carryover	0.00	0.00
To be Raised by Parcel Assessment	\$4,996.46	\$4,996.46

PART D — ASSESSMENT DIAGRAMS

The Assessment Diagram for SLBAD No. 1 is on file at the City and by reference herein is made part of this Report. The Assessment Diagrams for the Annexation Territories are provided on the following pages and consist of all lots, parcels, and subdivisions of land listed within the Assessment Rolls contained herein as Part E, the lines and dimensions of which are shown on the San Bernardino County Assessor's parcel maps for the current year and are incorporated by reference herein and made part of this Report.









PART E — ASSESSMENT ROLL

All assessed lots or parcels of real property within the Annexation Territories are listed within the corresponding assessment roll included on the pages that follow. Each parcel's corresponding Balloted Maximum Assessment Rate is based on the parcel's proposed land use and the maximum assessment rate for Fiscal Year 2025/2026 (\$56.14). The balloted maximum assessments are not subject to increase without undergoing a property owner protest ballot proceeding.

TRACT 20403 – COVENANT POINT

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Land Use	Balloted Benefit Units	Balloted Maximum Assessment Rate
0293-081-20-0000	2	Residential	1.00	\$56.14
0293-081-21-0000	2	Residential	1.00	56.14
0293-081-22-0000	2	Residential	1.00	56.14
0293-081-23-0000	2	Residential	1.00	56.14
0293-081-24-0000	2	Residential	1.00	56.14
0293-081-25-0000	2	Residential	1.00	56.14
0293-081-26-0000	2	Residential	1.00	56.14
0293-081-27-0000	2	Residential	1.00	56.14
0293-081-28-0000	2	Residential	1.00	56.14
0293-081-29-0000	2	Residential	1.00	56.14
0293-081-30-0000	2	Residential	1.00	56.14
0293-081-31-0000	2	Residential	1.00	56.14
0293-081-32-0000	2	Residential	1.00	56.14
0293-081-33-0000	2	Residential	1.00	56.14
0293-081-34-0000	2	Residential	1.00	56.14
0293-081-35-0000	2	Residential	1.00	56.14
0293-081-36-0000	2	Residential	1.00	56.14
0293-081-37-0000	2	Residential	1.00	56.14
0293-081-38-0000	2	Residential	1.00	56.14
0293-081-39-0000	2	Residential	1.00	56.14
0293-081-40-0000	2	Residential	1.00	56.14
0293-081-41-0000	2	Residential	1.00	56.14
0293-081-42-0000	2	Residential	1.00	56.14
0293-081-43-0000	2	Residential	1.00	56.14
0293-081-44-0000	2	Residential	1.00	56.14
0293-081-45-0000	2	Residential	1.00	56.14
0293-081-46-0000	2	Residential	1.00	56.14
0293-081-47-0000	2	Residential	1.00	56.14
0293-081-48-0000	2	Residential	1.00	56.14
0293-081-49-0000	2	Residential	1.00	56.14
0293-081-50-0000	2	Residential	1.00	56.14
0293-081-51-0000	2	Residential	1.00	56.14
0293-081-52-0000	2	Residential	1.00	56.14
0293-081-53-0000	2	Residential	1.00	56.14
0293-081-54-0000	2	Residential	1.00	56.14
0293-081-55-0000	2	Residential	1.00	56.14
0293-081-56-0000	2	Residential	1.00	56.14
0293-081-57-0000	2	Detention Basin	0.00	0.00

TRACT 20404 – HAVEN AT COVENANT POINT

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Land Use	Balloted Benefit Units	Balloted Maximum Assessment Rate
0293-091-10-0000	2	Residential	1.00	\$56.14
0293-091-11-0000	2	Residential	1.00	56.14
0293-091-12-0000	2	Residential	1.00	56.14
0293-091-13-0000	2	Residential	1.00	56.14
0293-091-14-0000	2	Residential	1.00	56.14
0293-091-15-0000	2	Residential	1.00	56.14
0293-091-16-0000	2	Residential	1.00	56.14
0293-091-17-0000	2	Residential	1.00	56.14
0293-091-18-0000	2	Residential	1.00	56.14
0293-091-19-0000	2	Residential	1.00	56.14
0293-091-20-0000	2	Residential	1.00	56.14
0293-091-21-0000	2	Residential	1.00	56.14
0293-091-22-0000	2	Letter Lot	0.00	0.00
0293-471-01-0000	2	Residential	1.00	56.14
0293-471-02-0000	2	Residential	1.00	56.14
0293-471-03-0000	2	Residential	1.00	56.14
0293-471-04-0000	2	Detention Basin	0.00	0.00
0293-471-05-0000	2	Exempt	0.00	0.00
0293-481-01-0000	2	Residential	1.00	56.14
0293-481-02-0000	2	Residential	1.00	56.14
0293-481-03-0000	2	Residential	1.00	56.14
0293-481-04-0000	2	Residential	1.00	56.14
0293-481-05-0000	2	Residential	1.00	56.14
0293-481-06-0000	2	Residential	1.00	56.14
0293-481-07-0000	2	Residential	1.00	56.14
0293-481-08-0000	2	Residential	1.00	56.14
0293-481-09-0000	2	Residential	1.00	56.14
0293-481-10-0000	2	Residential	1.00	56.14
0293-481-11-0000	2	Residential	1.00	56.14
0293-481-12-0000	2	Residential	1.00	56.14
0293-481-13-0000	2	Residential	1.00	56.14
0293-481-14-0000	2	Residential	1.00	56.14
0293-481-15-0000	2	Residential	1.00	56.14
0293-481-16-0000	2	Residential	1.00	56.14
0293-481-17-0000	2	Residential	1.00	56.14
0293-481-18-0000	2	Residential	1.00	56.14
0293-481-19-0000	2	Residential	1.00	56.14
0293-481-20-0000	2	Residential	1.00	56.14
0293-481-21-0000	2	Residential	1.00	56.14

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Land Use	Balloted Benefit Units	Balloted Maximum Assessment Rate
0293-481-22-0000	2	Residential	1.00	56.14
0293-481-23-0000	2	Residential	1.00	56.14
0293-481-24-0000	2	Residential	1.00	56.14
0293-481-25-0000	2	Residential	1.00	56.14
0293-481-26-0000	2	Residential	1.00	56.14
0293-481-27-0000	2	Residential	1.00	56.14
0293-481-28-0000	2	Residential	1.00	56.14
0293-481-29-0000	2	Residential	1.00	56.14
0293-481-30-0000	2	Residential	1.00	56.14
0293-481-31-0000	2	Residential	1.00	56.14
0293-481-32-0000	2	Residential	1.00	56.14
0293-481-33-0000	2	Residential	1.00	56.14
0293-481-34-0000	2	Residential	1.00	56.14
0293-481-35-0000	2	Residential	1.00	56.14
0293-481-36-0000	2	Residential	1.00	56.14
0293-481-37-0000	2	Residential	1.00	56.14
0293-481-38-0000	2	Residential	1.00	56.14
0293-481-39-0000	2	Residential	1.00	56.14
0293-481-40-0000	2	Residential	1.00	56.14
0293-481-41-0000	2	Residential	1.00	56.14
0293-481-42-0000	2	Residential	1.00	56.14
0293-481-43-0000	2	Residential	1.00	56.14
0293-481-44-0000	2	Residential	1.00	56.14
0293-491-01-0000	2	Residential	1.00	56.14
0293-491-02-0000	2	Residential	1.00	56.14
0293-491-03-0000	2	Residential	1.00	56.14
0293-491-04-0000	2	Residential	1.00	56.14
0293-491-05-0000	2	Residential	1.00	56.14
0293-491-06-0000	2	Residential	1.00	56.14
0293-491-07-0000	2	Residential	1.00	56.14
0293-491-08-0000	2	Residential	1.00	56.14
0293-491-09-0000	2	Residential	1.00	56.14
0293-491-10-0000	2	Residential	1.00	56.14
0293-491-11-0000	2	Residential	1.00	56.14
0293-491-12-0000	2	Residential	1.00	56.14
0293-491-13-0000	2	Residential	1.00	56.14
0293-491-14-0000	2	Residential	1.00	56.14
0293-491-15-0000	2	Residential	1.00	56.14
0293-491-16-0000	2	Residential	1.00	56.14
0293-491-17-0000	2	Residential	1.00	56.14
0293-491-18-0000	2	Residential	1.00	56.14
0293-491-19-0000	2	Residential	1.00	56.14

Assessor's Parcel Number	Balloted Benefit Zone	Balloted Land Use	Balloted Benefit Units	Balloted Maximum Assessment Rate
0293-491-20-0000	2	Residential	1.00	56.14
0293-491-21-0000	2	Residential	1.00	56.14
0293-491-22-0000	2	Residential	1.00	56.14
0293-491-23-0000	2	Residential	1.00	56.14
0293-491-24-0000	2	Residential	1.00	56.14
0293-491-25-0000	2	Residential	1.00	56.14
0293-491-26-0000	2	Residential	1.00	56.14
0293-491-27-0000	2	Residential	1.00	56.14
0293-491-28-0000	2	Residential	1.00	56.14
0293-491-29-0000	2	Residential	1.00	56.14
0293-491-30-0000	2	Residential	1.00	56.14

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNEXATION OF TERRITORIES TO LOMA LINDA STREET LIGHT BENEFIT ASSESSMENT DISTRICT NO. 1 (COVENANT POINT – TRACT 20403 AND HAVEN AT COVENANT – TRACT 20404), DETERMINING THAT THESE PROCEEDINGS SHALL BE TAKEN PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND THE RIGHT TO VOTE ON TAXES ACT, PRELIMINARILY APPROVING THE ENGINEER’S REPORT, AND DECLARING THE CITY’S INTENTION TO ORDER THE ANNEXATIONS, AND OFFERING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

The City Council of the City of Loma Linda pursuant to the provisions of the Landscaping and Lighting Act of 1972, being Division 15 of the Streets and Highways Code of the State of California (the “Act”), and as provided by Article XIID of the California Constitution, desires to initiate proceedings for the annexation of certain property, the residential development known as Tract 20403 and 20404 (the “Annexation Territories”), to the Loma Linda Street Light Benefit Assessment District No. 1 (the “District”) and for the levy and collection of annual assessment within the proposed Annexation for the Fiscal Year 2025/2026, for the purposes provided therefore in the Act; and

WHEREAS, the public interest and convenience require the extension of the construction and maintenance of improvements by the District to the proposed Annexation Territories; and

WHEREAS, the general location and boundaries of the Annexation Territories are shown on maps on file in the office of the City Clerk, are incorporated herein by reference, and open to public inspection; and

WHEREAS, the improvements to be installed, constructed or maintained within the proposed Annexation Territories may include installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to street light and traffic signal improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof; and

WHEREAS, Section 22608 of the Act limits the requirement for the resolutions, Engineer’s Report, notices of hearing, and right of majority protest under the Act to the territory included within the Annexation and waives these requirements with the written consent of all of the owners of property within the territory to be annexed; and

WHEREAS, Proposition 218, the Right to Vote on Taxes Act does hereby require that a notice of the proposed assessment along with a ballot shall be mailed to all owners of identified parcels within the Annexation Territories, and that the agency shall conduct a public hearing not less than 45 days after the mailing of said notice.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Loma Linda as follows:

1. That the above recitals are true and correct.
2. That the City hereby proposes to annex to Loma Linda Street Light Benefit Assessment District No. 1, the residential areas known as Covenant Point – Tract 20403, generally located east of New Jersey Street, west of San Timoteo Road, north of Bermudez Street and south of

Barton Road, also known as Assessor Parcel Numbers 0293-081-20-0000 through 57; and Haven at Covenant Point – Tract 20404, generally located east of New Jersey Street, south of Bermudez Street, and west of Nevada Street, San Timoteo Canyon Road and San Timoteo Road, also known as Assessor Parcel Numbers 0293-091-10-0000 through 22; 0293-471-01-0000 through 05; 0293-481-01-0000 through 44; and 0293-491-01-0000 through 30. The City also hereby proposes to levy annual assessments thereon to provide for the following work if applicable:

- Installation, construction or maintenance of any authorized improvements under the Act, including, but not limited to lighting improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

The Annexation Territories upon annexation will be included in the designation of the Loma Linda Street Light Benefit Assessment District No. 1.

3. The City Council hereby designates Willdan Financial Services as the Engineer for the purposes of these proceedings and orders the Engineer to prepare and file with the City Clerk a written report in accordance with Article XIID, Section 4 of the California Constitution and Article 4 (commencing with Section 22565) of Chapter 1 of the Act for the Fiscal Year 2025/2026 commencing July 1, 2025 and ending June 30, 2026. Such Report shall refer to the Annexation Territories by their distinctive designation.

4. The Engineer has prepared and filed with the City Clerk of the City of Loma Linda and the City Clerk has presented to the City Council such report entitled “City of Loma Linda, Engineer’s Report, Street Light Benefit Assessment District No. 1, Covenant Point & Haven at Covenant Point Development Annexation” (the “Report”) which pertains to the proposed Annexation Territories.

5. The City Council hereby (1) finds that the public interest and convenience requires; and (2) declares its intention to order the approval for the Annexations and to levy and collect assessments against the assessable lots and parcels of land within such Annexation Territories for that portion of the fiscal year commencing July 1, 2025 and ending June 30, 2026 to pay the costs and expenses of the improvements described in Section 2. The assessments for Fiscal Year 2025/2026 will be manually invoiced, while the assessments for Fiscal Year July 1, 2026 to June 30, 2027 are proposed to be levied at the county level. If the assessments proposed by this resolution are approved by the property owners pursuant to a mailed ballot election conducted in accordance with Article XIID of the California Constitution, the City Council in subsequent fiscal years may thereafter impose the assessment at any rate or amount that is less than or equal to the amount authorized for Fiscal Year 2025/2026.

6. That notice is hereby given that on the 9th day of September 2025 at the hour of 7 p.m., or as soon thereafter as possible, in the City Council Chamber at 25541 Barton Road, in the City of Loma Linda, the City will hold a public hearing to receive and tabulate all ballots with reference to the Annexed Territories pursuant to the Right to Vote on Taxes Act.

7. The City Clerk shall certify to the adoption of this Resolution.

Resolution No. _____
Page 3

PASSED, APPROVED, AND ADOPTED this 1st day of July 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Phill Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk



Special Joint City Council-Housing Auth-Successor Agency Staff Report

A. Approve Grant Service Agreement with Townsend Public Affairs for Grant Writing and Management Services in an Amount Not To Exceed of \$46,000 (Administration) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Consent Calendar Item: 4A.
To	From
City Council	T Jarb Thaipejr, City Manager
Via	
Andy Ramirez, Assistant City Manager	

RECOMMENDATION:

It is recommended that the City Council:

1. Approve a one-year agreement with Townsend Public Affairs for grant writing and grant management services in an amount not to exceed \$46,000, subject to any revisions deemed necessary by the City Attorney;
2. Authorize up to two additional one-year extensions, with each extension subject to a cost increase not to exceed the applicable Consumer Price Index (CPI); and
3. Authorize the City Manager or his designee to execute all necessary documents and amendments related to this agreement.

BACKGROUND:

In March 2025, staff conducted a request for proposals (RFP) for grant writing and grant management services. Two bids were obtained. Two proposals were received and evaluated. Following a comprehensive review, Townsend Public Affairs was selected as the preferred provider. Their proposal offered the lowest cost while delivering the most robust and strategic approach to identifying and securing funding aligned with the City's priorities. Townsend's scope of services includes identifying and tracking federal and state funding opportunities, developing grant applications, coordinating technical requirements, handling submissions, advocating for projects pre- and post-award, and managing all aspects of post-award administration.

ANALYSIS:

During the past two months of collaboration, Townsend has been instrumental in working with staff to apply for high priority grant applications. These efforts have resulted in the submission of key proposals, including:

- **Forest and Fire Community Capacity Sub-Grant (FCCSB) Program** – \$75,000 (Awarded)
- **California Department of Justice Tobacco Grant Program** – \$10,000 (Pending)

- **Congressional Community Project Funding** – Multiple projects totaling several million dollars (Pending)

Most notably, a \$3.4 million request for the Water Infrastructure and Power Generators project is currently under review by the House Appropriations Committee.

Staff remains actively engaged with Townsend in preparing and submitting additional grant applications on behalf of Parks, Fire, and Public Works Departments. Given the successful progress to date and the importance of maintaining continuity and efficiency in these efforts, staff recommends that the City Council approve a one-year extension of the agreement with Townsend Public Affairs, with optional annual renewals as outlined in the recommendation.

FINANCIAL IMPACT:

Funding of \$46,000 has been budgeted in accounts: 0011400-51830, 0012110-51830, 4053500-51830, and 4657000-51830 for fiscal year 2025-26.

Attachments

[Service Agreement - Townsend 7.1.25.pdf](#)

SERVICE AGREEMENT

THIS AGREEMENT is made and entered into on this 1 day of July 2025, by and between THE CITY OF LOMA LINDA, a Municipal Corporation (hereinafter referred to as "CITY") and Townsend Public Affairs Inc., a California corporation, (hereinafter referred to as "CONTRACTOR").

GRANT SERVICES FOR THE CITY OF LOMA LINDA

A. RECITALS

1. City has heretofore requested of CONTRACTOR the performance of services with respect to **GRANT SERVICES** (PROJECT" hereinafter);
2. CONTRACTOR has now submitted its proposal for the performance of such services;
3. CITY desires to retain CONTRACTOR to perform the services necessary to render advice and assistance to CITY relating to the PROJECT;
4. CONTRACTOR represents that it is qualified to perform such services and is willing to perform such services as hereinafter defined.

NOW, THEREFORE, IT IS AGREED by and between CITY and CONTRACTOR as follows:

B. AGREEMENT

1. **Definitions:** The following definitions shall apply to the following terms, except where the context of this Agreement otherwise requires:
 - a. **PROJECT:** The preparation of all of the necessary documents, and reports with respect to the Scope of Services described herein and hereto, and made a part hereof;
 - b. **SCOPE OF SERVICES:** Such services as are necessary to be performed by CONTRACTOR in order to complete the WORK as set forth herein in Exhibit A attached hereto and incorporated herein by reference;
2. **CONTRACTOR agrees as follows:**
 - a. CONTRACTOR shall forthwith undertake and complete the PROJECT in accordance herein specified and applicable with Federal, State and CITY statutes, regulations, ordinances and guidelines, all to the reasonable satisfaction of the CITY.
 - b. CONTRACTOR shall at CONTRACTOR'S sole cost and expense, secure and hire such other persons as may, in the opinion of CONTRACTOR, be necessary to comply with the terms of this Agreement. In the event any such other persons are retained by CONTRACTOR, CONTRACTOR hereby warrants that such other persons shall be fully qualified to perform services required hereunder.

c. CONTRACTOR shall, at CONTRACTOR'S sole cost and expense, secure the required issuance of a City Business License as a condition precedent to being engaged as a CONTRACTOR within the CITY.

3. CITY agrees as follows:

a. To pay to CONTRACTOR a maximum sum of that amount set forth in **Exhibit "B" Option 1** hereto. This sum shall cover the cost of all direct and indirect costs or fees, including the work of employees and consultants of CONTRACTOR. Payment to CONTRACTOR, by CITY, shall be made in accordance with the provisions of Exhibit "B".

b. Optional Services: Payments for additional services requested, in writing, by CITY, and not included in the Scope of Services, shall be paid on a compensation basis in accordance with the compensation rates set forth in **Exhibit "B" Option 2**. Charges for additional services shall be invoiced on a monthly basis and shall be paid by CITY within 30 days after said invoices are received by CITY.

4. CITY agrees to provide to CONTRACTOR:

a. Information and assistance in the Scope of Services, hereto;

b. Copies of information, if available, which CONTRACTOR considers necessary in order to complete the Project;

c. Such information as is generally available from CITY files applicable to the Project;

d. Assistance, if necessary, in obtaining information from other governmental agencies and/or private parties. However, it shall be CONTRACTOR'S responsibility to make all initial contact with respect to the gathering of such information.

5. Ownership of Documents: All documents, data, studies, photographs and reports prepared by CONTRACTOR pursuant to this Agreement shall be considered the property of the CITY and, upon payment for services performed by CONTRACTOR, such documents and other identified materials shall be delivered to CITY by CONTRACTOR. CONTRACTOR may, however, make and retain such copies of said documents and materials as CONTRACTOR may desire.

6. Termination: This Agreement may be terminated by CITY upon the giving of written "Notice of Termination" to CONTRACTOR at least ten (10) days prior to the date of termination specified in said Notice. In the event this Agreement is so terminated, CONTRACTOR shall be compensated at CONTRACTOR'S applicable hourly rates as set forth in Bid Schedule, on a pro rata basis with respect to the percentage of the PROJECT completed as of the date of termination. CONTRACTOR shall provide to CITY any and all documents, studies, photographs and reports, whether in draft or final form, prepared by CONTRACTOR as of the date of termination. CONTRACTOR may not terminate this Agreement except for cause.

7. Notices and Designated Representatives: Any and all notices, demands, invoices and written communications between the parties hereto shall be addressed as set forth in the Paragraph 7. The below-named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

8. Definition of Contract Period: The Contract shall be in force from July 1, 2025, until June 30, 2026. Payments for the items in the Bidding Schedule shall be prorated for the portion of the year during which the work is performed.

CITY: CITY OF LOMA LINDA
Name: T. JARB THAIPEJR, P.E.
Title: CITY MANAGER
Address: 25541 BARTON ROAD, LOMA LINDA, CA 92354

CONTRACTOR: Townsend Public Affairs Inc.
Name: Christopher Townsend
Title: President
Address: 1401 Dove Street Suite 430
Newport Beach 92660

Any such notices, demands, invoices or written communications, by mail, shall be deemed to have been received by the addressee forth-eight (48) hours after deposit thereof in the United States Mail, postage prepaid, and property addressed as set forth above.

9. Insurance:

a) Type of /Required Coverages

Without limiting the indemnity provisions of the Contract, the Contractor shall procure and maintain in full force and effect during the term of the Contract, the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

- (1) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 00 01, with minimum limits of at least \$1,000,000 per occurrence for bodily injury, personal injury and property damage, and \$2,000,000 aggregate total bodily injury, personal injury and property damage. Commercial General Liability insurance and endorsements shall be kept in force at all times during the performance of this Agreement.

Products-Completed Operations: Contractor shall procure and submit to City evidence of insurance for a period of at least three (3) years from the time that all work under this Contract is completed.

- (2) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1), including owned, non-owned and hired autos, or the exact equivalent, with minimum limits of \$1,000,000 for bodily injury and property damage, each accident. If Contractor owns no vehicles, auto liability coverage may be provided by means of a non-owned and hired auto endorsement to the general liability policy. Automobile liability insurance and endorsements shall be kept in force at all times during the performance of this Agreement.

- (3) **Workers' Compensation:** Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 each accident for bodily injury and \$1,000,000 each employee for bodily injury by disease.

b) Endorsements

Insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval.

- 1) The insurance coverages required by Section (a)(1) Commercial General Liability; and (a)(2) Automobile Liability Insurance shall contain the following provisions or be endorsed to provide the following:

Additional Insured: The City, its elected officials, officers, employees, volunteers, boards, agents and representatives shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Contract. Coverage for the additional insureds shall apply to the fullest extent permitted by law.

Additional Insured Endorsements shall not:

1. Be limited to "Ongoing Operations"
2. Exclude "Contractual Liability"
3. Restrict coverage to the "Sole" liability of contractor
4. Exclude "Third-Party-Over Actions"
5. Contain any other exclusion contrary to the Contract)

Primary Insurance: This insurance shall be primary and any other insurance whether primary, excess, umbrella or contingent insurance, including deductible, or self-insurance available to the insureds added by endorsement shall be in excess of and shall not contribute with this insurance.

- 2) The policy or policies of insurance required by Section (a)(3) Workers' Compensation shall be endorsed, as follows:

Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

c) Notice of Cancellation

Required insurance policies shall not be cancelled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

d) Waiver of Subrogation

Required insurance coverages shall not prohibit Contractor from waiving the right of subrogation prior to a loss. Contractor shall waive all rights of subrogation against the indemnified parties and Policies shall contain or be endorsed to contain such a provision.

e) Evidence of Insurance

The Contractor, concurrently with the execution of the contract, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

f) Deductible or Self-Insured Retention

Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

g) Contractual Liability

The coverage provided shall apply to the obligations assumed by the Contractor under the indemnity provisions of this contract.

h) Failure to Maintain Coverage

Contractor agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The City shall have the right to withhold any payment due Contractor until Contractor has fully complied with the insurance provisions of this Contract. In addition, the City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may take out the necessary insurance and pay, at Contractor's expense, the premium thereon.

In the event that the Contractor's operations are suspended for failure to maintain required insurance coverage, the Contractor shall not be entitled to an extension of time for completion of the Work because of production lost during suspension.

i) Acceptability of Insurers

Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law. Any other rating must be approved in writing in accordance with the City.

j) Claims Made Policies

If coverage is written on a claims-made basis, the retroactive date on such insurance and all subsequent insurance shall coincide or precede the effective date of the initial Contractor's Contract with the City and continuous coverage shall be maintained or an extended reporting period shall be exercised for a period of at least three (3) years from termination or expiration of this Contract.

Upon expiration or termination of coverage of required insurance, Contractor shall procure and submit to City evidence of "tail" coverage or an extended reporting coverage period endorsement for the period of at least three (3) years from the time that all work under this contract is completed.

k) Insurance for Subcontractors

Contractor shall be responsible for causing Subcontractors to purchase the same types and limits of insurance in compliance with the terms of this Contract/Agreement, including adding the City as an Additional Insured to the Subcontractor's policies.

10. Indemnification:

- a) Defense, Indemnity and Hold Harmless. Contractor shall defend, indemnify and hold harmless the City, its present and former officers, directors, employees, agents, volunteers, mayor, staff, boards, committee and representatives, as broadly interpreted (collectively, the "Indemnified Parties"), of and from all claims, suits, demands, obligations, losses damages, sums or any other matters, threatened or presently asserted, including but not limited to all legal fees, costs of defense and litigation expenses (including legal fees, expert fees and any other costs or fees, including those of adverse parties imposed on or sought against the Indemnified Parties), arising directly or indirectly out of any liability or claim of loss or liability for personal injury, bodily injury to persons, contractual liability, errors or omissions, breach, failure to perform, damage to or loss of property, or any other loss, damage, injury or other claim of any kind or nature arising out of the work to be performed by Contractor herein, caused by or arising out of the negligent acts or omissions, or intentional misconduct or other actions, omissions or conduct of Contractor, including its subcontractors, employees, agents and other persons or entities performing work for Contractor. Limitations on Scope of Indemnity are referred to below (f).
- b) Contractual Indemnity. To the fullest extent permitted under California law, Contractor shall contractually indemnify, defend and hold harmless the Indemnified Parties from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, amounts for good faith settlement, or costs of any kind, whether actual, alleged or threatened, including attorney's fees and costs, court costs, interest, defense costs, and expert witness fees and costs), arising out of or related to, in whole or in part, the performance of this Agreement by Contractor or by any individual or entity for which Consultant is legally liable, including but not limited to Contractor's officers, agents, independent contractors, subcontractors or affiliated or related entities and/or its or their employees, agents and representatives, including all negligent acts or omissions, or intentional misconduct or other actions, omissions to act or conduct of Contractor, including its subcontractors, employees, agents and other persons or entities

performing work for Contractor. Indemnification shall include any claim that Contractor or Contractor's employees or agents, are or may be considered and treated to be employees of the City or are entitled to any employee benefits from City, including but not limited to those available under Public Employees Retirement Law. The obligation to indemnify, defend and hold harmless the Indemnified Parties shall apply to all liability as defined above regardless of whether the Indemnified Parties were or are alleged to have been negligent, except that it shall not apply to claims arising from the sole negligence or willful intentional misconduct of the Indemnified Parties. Contractor's obligation to defend the Indemnified Parties is not contingent upon there being an acknowledgement of or determination of the merit of any claims, liability, demands, causes of action, suits, losses, expenses, errors, omissions and/or costs.

- c) Subcontractors and Indemnification. Contractor agrees to and shall obtain executed indemnity agreements in favor of the Indemnified Parties with provisions identical to those set forth from each and every Subcontractor, Sub consultant or other person or entity involved by, for, with, or on behalf of Contractor in the performance of any aspect of this Agreement. In the event Contractor fails to obtain such indemnity obligations, Contractor shall be fully responsible for each and every Subcontractor, Subconsultant or other person or entity in terms of defense, indemnity and hold harmless obligations in favor of the Indemnified Parties. This obligation to indemnify and defend the Indemnified Parties is binding on the successors, assigns or heirs of Contractor and shall survive the full performance or termination of this Agreement. These indemnification provisions are independent of and shall not in any way be limited or superseded by the insurance requirements and insurance-related provisions and all damages, fines, or penalties or loss of theft to the property of the City arising out of or related in any way to the negligent acts or omissions or intentional misconduct or other Contractor conduct or activities and/or conduct or activities of Contractor's officers agents independent contractors, subcontractors or affiliated or related entities and/or its or their employees, agents and representatives, whether such actions, omissions to act, negligence or intentional conduct is or was authorized by this Agreement or not. City assumes no responsibility whatsoever for any property placed on the premises of City. Contractor further agrees to waive all rights of subrogation against the Indemnified Parties.
- d) City Lost or Damaged Property Theft. Contractor further agrees to pay or cause to be paid for the indemnified parties' benefit for any of this agreement.
- e) Non-Waiver and Non-Exhaustion of City's Further Rights and Remedies. No aspect of this provision shall in any way limit or effect the rights of the Indemnified Parties against the Contractor under the terms of this Agreement or otherwise. The indemnification provisions shall apply regardless of whether this Agreement is executed after Contractor begins the work and shall extend to claims arising after this Agreement is performed or terminated, including a dispute as to the termination of Contractor. The indemnity obligations of Contractor shall continue until it is determined by final judgment that the claim against the City and any Indemnified Parties is determined by final judgment and after exhaustion of any rights of appeal.
- f) Limitations on Scope of Indemnity. Notwithstanding the foregoing, Contractor shall not be responsible for indemnification for claims or losses caused solely by the negligence or intentional wrongdoing of Indemnified Parties. Further, the indemnity provided shall be interpreted as broadly as permitted under California law and as to agreements between

parties, and shall if required be reformed to be consistent with those laws to protect and save this provision for the protection of the Indemnified Parties.

11. Assignment: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, either in whole or in part, by CONTRACTOR without the prior written consent of CITY.
12. Independent Contractor: The parties hereto agree that CONTRACTOR and its employees, officers, and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of CITY.
13. Compliance With Laws: CONTRACTOR shall comply with all applicable laws in performing its obligations under this Agreement.
14. Confidentiality: Information and materials obtained by the CONTRACTOR from CITY during the performance of this Agreement shall be treated as strictly confidential and shall not be used by the CONTRACTOR for any purpose other than the performance of this Agreement.
15. Discrimination: The CONTRACTOR agrees that no person shall be excluded from employment in the performance of this Agreement on grounds of race, creed, color, sex, age, marital status, or place of national origin. In this connection, the CONTRACTOR agrees to comply with all County, State and Federal laws relating to equal employment opportunity rights.
16. Government Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.
17. Attorneys' Fees: In the event any legal proceeding is instituted to enforce any term or provision of this Agreement, the prevailing party in said legal proceeding shall be entitled to recover reasonable attorneys' fees and costs from the opposing party in an amount determined by the Court to be reasonable.
18. Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representation by any party, which is not embodied herein, nor any other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement shall be effective only as it is in writing, signed by all parties.
19. Contents of Request for Proposals: Contractor is bound by the contents of the proposal submitted by Contractor, Exhibit "A+B" hereto. In the event of conflict, the requirements of this Agreement shall take precedence over those contained in the Contractor's proposal.

IN WITNESS WHEREOF, the parties hereto execute this Agreement as of the day and year first set forth above.

CONTRACTOR:
Townsend Public Affair Inc.

CITY:
City of Loma Linda, A Municipal Corporation

By: _____
Christopher Townsend

By: _____
T. JARB THAIPEJR, P.E.

Title: President

Title: City Manager

By: _____

Title: Secretary _____

ATTEST:

Lynette Arreola, City Clerk

APPROVED AS TO FORM:

Diane Robbins, City Attorney

TOWNSEND

PUBLIC AFFAIRS

EST **TPA** 1998

SACRAMENTO • WASHINGTON D.C.
NORTHERN CALIFORNIA • CENTRAL CALIFORNIA
SOUTHERN CALIFORNIA



**Proposal for
Grant Writing Services**

March 20, 2025

TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

March 20, 2025

T. Jarb Thaipejr, City Manager
City of Loma Linda
25541 Barton Road
Loma Linda, CA 92354

Dear Mr. Thaipejr:

Thank you for the opportunity for Townsend Public Affairs, Inc. ("TPA") to submit our proposal for Grant Writing Services to the City of Loma Linda ("City").

Since our inception in 1998, TPA has earned the reputation as a ***Champion for Better Communities*** by providing the experience, resources, and relationships expected from a premier legislative advocacy and grant writing firm while also giving clients the unique brand of customer service they deserve: personal attention, maximum accessibility, and passion for their mission.

Our strategic approach to advocacy and funding is tailored to meet the individual needs of each client by leveraging the breadth and depth of our team as well as our vast network of relationships with key stakeholders and decision makers.

Utilizing this method on behalf of our clients, TPA has secured over \$3.2 billion in competitive funding from state, federal, and local government agencies and provided strategic guidance in over 100 different funding programs.

Thank you again for your interest in our firm and your consideration of this proposal. Please contact us if you have any questions or need additional information. We would be honored to serve the City of Loma Linda.

Yours truly,



Christopher Townsend
President



FIRM OVERVIEW

TPA is a grant writing and state and federal legislative advocacy firm that provides lobbying and funding services to public agencies and nonprofit organizations throughout California.

- **Founder/Owner/President:** Christopher Townsend
- **Advocacy Success:** Shepherded **over 150** client-sponsored legislative proposals into law
- **Funding Success:** Over **\$3.2 billion** in state, federal, and local government grants as well as grants from nonprofit organizations and private companies
- **Longevity:** 26 years (founded in 1998)
- **Number of Employees:** 22
- **Number of Registered State and Federal Lobbyists and Grant Writers:** 17
- **Number of Offices: Five**
 - TPA State Capitol Office, Sacramento
 - TPA Federal Office, Washington, DC
 - TPA Northern California Office, Oakland
 - TPA Central California Office, Fresno
 - TPA Southern California Office, Newport Beach
- **Types of Clients:**
 - City Governments
 - County Governments
 - Water and Sanitation Districts
 - Transportation Districts
 - Community College Districts
 - K–12 School Districts
 - Fire Protection Districts
 - Parks and Recreation Districts
 - Museums, Science Centers, and Cultural Facilities
- **Areas of Specialization:**
 - Local Governance (Cities, Counties, Special Districts)
 - Public Safety
 - Energy, Environment, and Natural Resources
 - Transportation Policy and Infrastructure
 - Water and Sanitation Policy and Infrastructure
 - Housing and Economic Development
 - Parks and Community Facilities (Recreational, Cultural, Historical)
 - Education Policy and Infrastructure
 - Budget and Finance
- **Ranking by Revenue Reported to the California Secretary of State:**
 - 7th of 491 Firms Registered for the 2023–24 Legislative Session
 - 99th Percentile
- **More California public agencies** have hired TPA to represent them in **Washington, DC** than any other advocacy firm in the nation.



GRANT WRITING EXPERIENCE

As the premier grant writing and advocacy firm for California cities, counties, and special districts, TPA has extensive experience in providing customized and effective grant writing services and has built a robust reputation by providing these services to more than 300 diverse communities throughout the state. With valuable state and federal agency relationships, an expansive understanding of countless funding programs in a wide range of policy areas, and the capacity to pursue any and all relevant opportunities, TPA has achieved **over \$3.2 billion** in funding success on behalf of clients and has maintained a trusted client base by ensuring seamless and timely communication. The funding secured has been allocated toward projects that positively impact local communities, such as education initiatives, transportation infrastructure improvements, workforce development programs, regional public safety initiatives, and community beautification projects.

This table provides an overview of our grant funding achievements on behalf of our clients from state, federal, and local government agencies as well as private and nonprofit grant programs. These amounts represent grants secured through a competitive and/or legislative process.

Policy Area	State Funding	Federal Funding	All Sources
Water and Sanitation	\$134 Million	\$24.8 Million	\$159 Million
Transportation	\$766 Million	\$388 Million	\$1,154 Million
Education	\$257 Million	\$49.9 Million	\$306 Million
Parks and Recreation	\$306 Million	\$38.9 Million	\$345 Million
Cultural Resources	\$140 Million	\$14.3 Million	\$154 Million
Housing and Development	\$812 Million	\$42.2 Million	\$854 Million
Public Safety	\$161 Million	\$102.1 Million	\$263 Million
TOTAL	\$2.5 Billion	\$627 Million	\$3.2 Billion

EXAMPLES OF SUCCESSFUL STATE & FEDERAL EARMARKS

The following charts detail TPA's success in securing state and federal earmarks over the past several years. For each award, TPA strategized with our clients to identify priority projects and transform them into budget requests. TPA then worked closely and diligently with state and federal legislators and their staff, relevant committee members, and other key stakeholders to ensure our client projects were included in the final official budget.

STATE BUDGET EARMARKS		
Year	Total Number of Projects	Total Amount Awarded
2023-2024	55	\$73,910,000
2022-2023	42	\$200,950,000
2021-2022	30	\$377,715,020
2019-2020	15	\$36,230,000
TOTAL STATE BUDGET EARMARKS SECURED: \$688,805,020		

FEDERAL EARMARKS		
Year	Total Number of Projects	Total Amount Awarded
2024	52	\$57,599,445
2023	34	\$60,390,094
2022	30	\$59,060,357
TOTAL FEDERAL EARMARKS SECURED: \$177,049,896		



TPA will utilize the following strategic and comprehensive approach to provide grant writing services to the City:

- **Conduct Detailed Orientation:** TPA utilizes a comprehensive onboarding process that includes extensive meetings with various relevant members of City leadership and key City departments to help develop a strategic plan that is carefully tailored to satisfy the needs of the City and is designed for maximum success in the current political climate and funding environment.
- **Craft Strategic Funding Plan:** Utilizing the information gathered during the onboarding process, TPA will coordinate with the City to develop a proactive and comprehensive strategic funding plan that serves the needs of the City's priorities. ***The plan will do more than simply identify City projects***; it will outline and prioritize multiple funding options for each project and develop a specific plan of work tailored for each project. It will also identify key "strings attached" to help assess the cost/benefit ratio for each grant opportunity.
- **Identify, Research, and Monitor Grant Funding Opportunities:** TPA will utilize list-serve subscription programs, funding workshops, agency canvassing, and other networking tactics to ensure every potential opportunity is identified and reviewed for relevance with the City's projects. TPA will then share these opportunities with the City for further assessment and determination if a grant application is warranted. The City will also receive a grant matrix of funding programs that is updated regularly as new opportunities arise.
- **Grant Application Development and Submittal:** TPA will develop, draft, submit, and follow up on each City grant application through the following process:
 - **Establishment of Clear Accountabilities:** TPA will coordinate with the City to ensure the assignment of responsibilities and tasks are made clear so that confusion and inefficiency are avoided, and the City is burdened as little as possible while TPA pursues a grant opportunity.
 - **Provide Overview of Full Application Requirements:** For each grant application, TPA will provide the City with a detailed overview of the requirements for the grant program and corresponding application to ensure that the program is a strong fit for the City's project. This will include:
 - Application timeline
 - Eligible project types
 - Funding availability and award maximums and minimums
 - List of application components, including proposal questions and any required attachments
 - **Assemble Project Background and Details:** TPA will conduct a detailed informational interview with City staff most involved with each project to gain a full understanding of the project background and scope details necessary for developing the grant proposal and addressing all application questions.

- **Coordinate Technical Project Details:** For technical application components such as site plans, detailed cost estimates, project timelines, engineering plans, and cost-benefit analyses, TPA will coordinate with City staff to compile all necessary attachments and ensure consistency across all elements of the application.
- **Draft Written Proposal:** TPA will fully draft all narrative components of the application and, when applicable, will indicate where additional input or project detail from the City could be provided during the proposal review process.
- **Incorporate Feedback to Finalize Proposal:** Well ahead of the application deadline, TPA will provide the City with a full draft for review and feedback. TPA will incorporate any additional details or revisions provided during this process to finalize the grant application and will obtain City approval for the final version of the application before submission.
- **Submit Completed Application:** TPA will ensure that applications are submitted before the deadline, whether the submission is electronic or through hard copies, in accordance with submission instructions for each individual program. For hard copy submissions, TPA will print and package applications according to submission instructions and will ship applications through a reliable courier service such as FedEx to provide the City with tracking and delivery confirmation for the application. TPA will also obtain a receipt for proof of submission and provide the City with a final copy of all submitted application documents.
- **Funding Advocacy:** Throughout the grant application process TPA will leverage relationships with relevant officials and program officers in various state and federal funding agencies to ensure that City grant applications are aligned with the goals of the specific grant program and that the applications are well-crafted and well-positioned for funding.
- **State Budget Funding Opportunities:** To maximize state funding, TPA will work with the City to identify projects and other funding priorities that may be suitable for funding through the State Budget. TPA will coordinate with the City to develop supporting materials for the budget request. TPA will also work with members of the City's state legislative delegation, along with the Assembly and Senate Budget Committees, to gain support for the inclusion of the City's project in the final State Budget approved by the Legislature.
- **Federal Earmark Opportunities:** To maximize federal funding, TPA will work with the City to identify projects and other funding priorities that may be suitable for funding through the Federal Earmark process. TPA will coordinate with the City to develop supporting materials for the earmark request. TPA will also work with members of the City's federal legislative delegation to gain support for the inclusion of the City's project.
- **Post-Grant Submittal Advocacy:** TPA will frequently contact legislators and agency officials to follow up on the status of a grant application and promote its need and urgency. This will include drafting letters of support after grant submissions and distributing them to legislators for their consideration. In addition, TPA will work with legislators to reach out to individual granting agencies to provide background on City's projects and convey their support for those projects.

SCOPE OF SERVICES

- **Post-Award Grant Administration and Compliance:** TPA will also assist, as needed, with post-award administration and compliance for all grant applications submitted by TPA on behalf of the City. This assistance will include interacting with granting agencies on behalf of the City, providing support for the drafting and submission of required reports and evaluations, and other tasks related to the successful monitoring of and compliance with the program requirements.
- **Post-Award Services—Above and Beyond Advocacy:** TPA has a track record of success with post-award grant administration and retention. TPA has worked on behalf of clients who, due to unforeseen circumstances, have needed to request an extension of the grant performance period to accomplish project deliverables. TPA is prepared to engage in the legislative process and work with legislators to get bills passed that would allow for the City to retain its grant funding after the performance period would have otherwise ended. Additionally, TPA is prepared to work directly with the City and agencies to secure scope of work changes to already awarded projects to ensure the City will not have to return any hard-won grant funding.
- **Comprehensive Follow-Up on Unsuccessful Applications:** Despite all best efforts, some grant applications are not selected for funding. When grant applications are unsuccessful, TPA will work with the relevant state and federal funding agencies to set up in-person or telephone debriefing sessions to discuss the grant applications and how to best revise the grant applications for the next funding round to ensure success.
- **Provide Monthly Progress Reports:** TPA will confer regularly with the City on our activities. TPA will provide timely electronic monthly reports on the status of all funding activities, such as current funding opportunities, current applications, submitted applications, and post-grant submittal advocacy. In addition to written reports, TPA will be available to the City for conference calls, in-person briefings, and meetings.



OPTION I: ALL-INCLUSIVE RETAINER:

DESCRIPTION OF SERVICES	MONTHLY FEE
Grant Writing Services	\$4,000**
• Conduct Detailed Orientation	Included
• Craft Strategic Funding Plan	Included
• Identify, Research, and Monitor Grant Funding Opportunities	Included
• Grant Application Development and Submittal	Included
• Establishment of Clear Accountabilities	Included
• Provide Overview of Full Applications Requirements	Included
• Assemble Project Background and Details	Included
• Coordinate Technical Project Details	Included
• Draft Written Proposal	Included
• Incorporate Feedback to Finalize Proposal	Included
• Submit Completed Application	Included
• Funding Advocacy	Included
• State Budget Funding Opportunities	Included
• Federal Earmark Opportunities	Included
• Post-Grant Submittal Advocacy	Included
• Post-Award Grant Administration and Compliance	Included
• Post-Award Services—Above and Beyond Advocacy	Included
• Comprehensive Follow-Up on Unsuccessful Applications	Included
• Provide Monthly Progress Reports	Included
<p><i>*The monthly fee includes all reasonable business and travel expenses.</i></p> <p><i>*Not to exceed 12 grant applications annually. Additional grant submissions beyond this number may be completed upon mutual agreement between the City and TPA.</i></p>	



OPTION II: PROJECT RATES

Exhibit B
Option 2
B

DESCRIPTION OF SERVICES	APPLICATION FEE
Per-Project Grant Writing Services	\$5,000-\$30,000**
• Conduct Detailed Orientation	Included
• Grant Application Development and Submittal	Included
• Establishment of Clear Accountabilities	Included
• Provide Overview of Full Applications Requirements	Included
• Assemble Project Background and Details	Included
• Coordinate Technical Project Details	Included
• Draft Written Proposal	Included
• Incorporate Feedback to Finalize Proposal	Included
• Submit Completed Application	Included
• Funding Advocacy	Included
• Post-Grant Submittal Advocacy	Included
• Post-Award Grant Administration and Compliance	Included
• Post-Award Services—Above and Beyond Advocacy	Included
• Comprehensive Follow-Up on Unsuccessful Applications	Included
*The fee includes all reasonable business and travel expenses.	
*Project fee determined by grant program requirements and length of project.	





Special Joint City Council-Housing Auth-Successor Agency Staff Report

B. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2025-26 (Administration) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Consent Calendar Item: 4B.
To	From
City Council	Lynette Arreola, City Clerk
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council approve the execution of the Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2025-26 and authorize the City Manager or his designee to sign the Agreement, subject to any revisions deemed necessary by the City Attorney. .

BACKGROUND:

The City submits requests to the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the special collection of taxes, fees, and assessments on the property tax rolls. These include Landscape Maintenance Assessments, Street Light Assessments, Nuisance Abatement Liens, and Weed Abatement Liens. To do so, the City is required to provide legal documentation demonstrating compliance with Proposition 218 and all other applicable laws that authorize the placement of such charges on property tax bills.

ANALYSIS:

The agreement must be approved and executed annually.

ENVIRONMENTAL IMPACT:

None.

FINANCIAL IMPACT:

No Financial Impact.

Attachments

[2025-26 Special Assessments_City-County Agreement.pdf](#)



AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR
AGREEMENT FOR COLLECTION OF SPECIAL
TAXES, FEES, AND ASSESSMENTS
FISCAL YEAR 2025-26

THIS AGREEMENT is made and entered into this 1st day of July, 2025, by and between the COUNTY OF SAN BERNARDINO, hereinafter referred to as "County" and the City of Loma Linda, hereinafter referred to as "City".

WITNESSETH:

WHEREAS, Government Code Sections 29304 and 51800 authorize the County to recoup its collection costs when the County collects taxes, fees, or assessments for any city, school district, special district, zone or improvement district thereof; and

WHEREAS, the City and County have determined that it is in the public interest that the County, when requested by City, collect on the County tax rolls the special taxes, fees, and assessments for City.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. County agrees, when requested by City as hereinafter provided to collect on the County tax rolls the special taxes, fees, and assessments of City, and of each zone or improvement district thereof.

2. When County is to collect City's special taxes, fees, and assessments, City agrees to notify in writing the Auditor-Controller (268 W. Hospitality Lane, 4TH floor, San Bernardino, CA 92415) of the County on or before the 10th day of August of each fiscal year of the Assessor's parcel numbers and the amount of each special tax, fee, or assessment to be so collected. Any such notice, in order to be effective, must be received by the Auditor-Controller by said date.

3. County may charge City an amount per parcel for each special tax, fee, or assessment that is to be collected on the County tax rolls by the County for the City, not to exceed County's actual cost of collection.

4. City warrants that the taxes, fees, or assessments imposed by City and collected pursuant to this Agreement comply with all requirements of state law, including but not limited to, Articles XIIIC and XIIID of the California Constitution (Proposition 218).

5. City hereby releases and forever discharges County and its officers, agents, and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of City's responsibility under this

agreement, or other action taken by City in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees or assessments as contemplated in this agreement.

6. The County Auditor-Controller has not determined the validity of the taxes or assessments to be collected pursuant to this contract, and the undersigned City hereby assumes any and all responsibility for making such a determination. The undersigned City agrees to indemnify, defend, and hold harmless the County and its authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this contract or the imposition of the taxes or assessments collected pursuant to this contract, and for any costs or expenses incurred by the County on account of any claim therefore, except where such indemnification is prohibited by law. If any judgment is entered against County or any other indemnified party as a result of action taken to implement this Agreement, City agrees that County may offset the amount of any judgment paid by County or by any indemnified party from any monies collected by County on City's behalf, including property taxes, special taxes, fees, or assessments. County may, but is not required to, notify City of its intent to implement any offset authorized by this paragraph.

7. City agrees that its officers, agents and employees will cooperate with County by answering inquiries made to City by any person concerning City's special tax, fee, or assessment, and City agrees that its officers, agents, and employees will not refer such individuals making inquiries to County officers or employees for response.

8. City shall not assign or transfer this agreement or any interest herein and any such assignment or transfer or attempted assignment or transfer of this agreement or any interest herein by City shall be void and shall immediately and automatically terminate this agreement

9. This agreement shall be effective for the 2025-26 fiscal year.

10. Either party may terminate this agreement for any reason upon 30 days written notice to the other party. The County Auditor-Controller shall have the right to exercise County's right and authority under this contract including the right to terminate the contract.

11. County's waiver of breach of any one term, covenant, or other provision of this agreement, is not a waiver of breach of any other term, nor subsequent breach of the term or provision waived.

12. Each person signing this agreement represents and warrants that he or she has been fully authorized to do so.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

City: City of Loma Linda

By: _____

Printed Name: T Jarb Thaipejr

Title: City Manager

Date: July 1, 2025

ENSEN MASON CPA, CFA,
AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR
SAN BERNARDINO COUNTY

By Authorized Deputy: _____

Printed Name: Franciliza Zyss

Title: Chief Deputy, Property Tax

Date: _____



Special Joint City Council-Housing Auth-Successor Agency Staff Report

C. Extension of Annual Service Contracts for City Services for Fiscal Year 2025-26 (Public Works) [CC]

1) Adopt-A-Highway – Maintenance of hardscape at the On- and Off-ramps at 1-10 Fwy at Mt. View Ave.; 2) Willdan Financial Services – District Administrative Services for the Landscape Maintenance Districts (LMD) and Street Light Districts (SLD) assessment areas; 3) Facilities Protection Systems, Inc. – Fire Protection System Monitoring and Preventative Maintenance for all city buildings; 4) Lloyd Pest Control – Rodent Abatement at City Hall and all city parks; 5) Loma Linda Heat & Air – HVAC Maintenance Service for all city office buildings; 6) St. Francis Electric – Traffic Signal Maintenance citywide; 7) McCrometer – Sewer flow monitoring; and 8) West Coast Arborist – Tree Trimming and Removals.

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Consent Calendar Item: 4C.
To	From
City Council	Julia Loeffert, Executive Assistant
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council approve one-year contract extensions from July 1, 2025 to June 30, 2026 to: 1) Adopt-A-Highway – Maintenance of hardscape at the On- and Off-ramps at 1-10 Fwy at Mt. View Ave.; 2) Willdan Financial Services – District Administrative Services for the Landscape Maintenance Districts (LMD) and Street Light Districts (SLD) assessment areas; 3) Facilities Protection Systems, Inc. – Fire Protection System Monitoring and Preventative Maintenance for all city buildings; 4) Lloyd Pest Control – Rodent Abatement at City Hall and all city parks; 5) Loma Linda Heat & Air – HVAC Maintenance Service for all city office buildings; 6) St. Francis Electric – Traffic Signal Maintenance citywide; 7) McCrometer – Sewer flow monitoring; 8) West Coast Arborist – Tree Trimming and Removals.

BACKGROUND:

All the service contracts renewals are for maintenance of city buildings, public facilities and infrastructure. The City of Loma Linda has maintained a professional working relationship with each contractor and have been very satisfied with services provided. They have provided commendable service.

ANALYSIS:

The City of Loma Linda recommends renewing all contracts for one year for Fiscal Year 2025-26, as specified. Requests for service rate increases have been according to the appropriate CPI adjustments per the service agreements and are acceptable to the City.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding for these services is as follows:

1. Adopt-a-Highway:
 - a. \$15,000 - 0013200-51830 (Cleaning and weeding hardscape at I-10 Fwy Mt. View Ave. ramps)
2. Willdan Financial Services:
 - a. \$9,300 - 1715200-51820 (District Administrative services for the LMD areas.)
 - b. \$7,900 - 1725100-51820 (District Administrative services for the SLD areas.)
3. Facilities Protection Systems:
 - a. \$34,900 – 0012110-51310, 0013200, 0013400, 0014200, 0014400, 0015500, 4053500, 4405900, 4657000, 4657010, 4657020, 4657030, and 4405900, -51830.
4. Lloyd Pest Control:
 - a. \$18,900 - 0014200-51830 and 0013400-51830 (City Parks & City Hall)
5. Loma Linda Heat & Air:
 - a. \$16,800: 0012110, 0013030, 0013200, 0013400, 0014200, 0014400, 0015500, 4053500, 4657010, 4405900 -51830 (City buildings)
6. St. Frances Electric:
 - a. \$24,600 - 0013030 and 1725100-51830 (City Traffic Signals)
 - b. \$40,000 – 0013030 and 1725100-51300 (City Traffic Signal Misc. Repairs)
7. McCrometer:
 - a. \$14,100 – 4053500-51830 Sewer flow monitoring
8. West Coast Arborists:
 - a. Amounts NOT TO EXCEED
 - i. \$120,000 – 0013200-51300 (Tree trimming/removals, Streets Department)
 - ii. \$30,000 – 0014200-51300 (Tree trimming/removals, Parks Department)
 - iii. \$11,000 – 0013400-51310 (Tree trimming/removals, Civic Center)



Special Joint City Council-Housing Auth-Successor Agency Staff Report

D. Extension of Annual Service Contracts for Fire Department Services for Fiscal Year 2025-26 (Fire) [CC]

1) City of San Bernardino – Hearing review services; 2) Comcate Software, Inc. – Code Enforcement Database.; 3) Dennis Grunn & Associates a Willdan Engineering Company – Fire Prevention Plan Check/Inspection Services; 4) ESRI, Inc. – ArcGIS online viewer annual subscription; 5) HRE, LLC – Performance Management Software; 6) Lexipol, LLC – Standard Operation Procedures (Software); 7) Orkin Services of California – Pest Control Services for Station 251 and 252; 8) Phoenix Group Information Systems – Code and Animal Control citation collection, Parking Permit management, and delinquent parking recovery program; 9) Phong Nguyen, MD – Medical Director EMS Services; 10) Roadpost – Satellite service; 11) US Tronics – Satellite phone service; 12) Wittman Enterprises, LLC. – Medical billing services; and 13) CONFIRE – JPA Dispatch/CAD/Geofile/800Mhz Services

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Consent Calendar Item: 4D.
To	From
City Council	Nataly Alvizar, Executive Aide
Via	
Dan Harker, Fire Chief	

RECOMMENDATION:

It is recommended that City Council approve one-year contract extensions from July 1, 2025 to June 30, 2026 to: 1) City of San Bernardino – Hearing review services; 2) Comcate Software, Inc. – Code Enforcement Database.; 3) Dennis Grubb & Associates a Willdan Engineering Company – Fire Prevention Plan Check/Inspection Services; 4) ESRI, Inc. – ArcGIS online viewer annual subscription; 5) HRE, LLC – Performance Management Software; 6) Lexipol, LLC – Standard Operation Procedures (Software); 7) Orkin Services of California – Pest Control Services for Station 251 and 252; 8) Phoenix Group Information Systems – Code and Animal Control citation collection, Parking Permit management, and delinquent parking recovery program; 9) Phong Nguyen, MD – Medical Director EMS Services; 10) Roadpost – Satellite service; 11) US Tronics – Satellite phone service; 12) Wittman Enterprises, LLC. – Medical billing services; 13) CONFIRE – JPA Dispatch/CAD/Geofile/800Mhz Services

BACKGROUND:

All the service contract renewals are for everyday services and maintenance of city buildings. The City of Loma Linda has maintained a professional working relationship with each contractor and has been very satisfied with the services provided. Each contractor has consistently delivered commendable service.

ANALYSIS:

The City of Loma Linda recommends renewing all contracts for one year for Fiscal Year 2025-26, as specified. Any requested service rate increases have been made in accordance with the appropriate CPI adjustments per the service agreements and are acceptable to the City.

FINANCIAL IMPACT:

Funding for these services is as follows:

5. City of San Bernardino:
 - a. \$500: 0012060-51820
6. Comcate Software, Inc.:
 - a. \$5,200: 0012050-51830
7. Dennis Grubb & Associates a Willdan Engineering Co.:
 - a. \$50,000 – 0012070-51820
8. ESRI, Inc.:
 - a. \$2,150 – 0012110-51830
9. HRE, LLC.:
 - a. \$2,700 - 0012110-51310
10. Lexipol:
 - a. \$2,400 – 02110-51830
11. Orkin Services of California:
 - a. \$3,600- 0012110-51830 and 0012130-51830
12. Phoenix Group Information Systems:
 - a. \$12,000 – 0012060-51830
 - b. \$4,000 – 0012050-51830
 - c. \$4,000 – 0012060-51830
13. Phong Nguyen, MD:
 - a. \$12,000 – 0012110-51820
14. Roadpost USA, Inc.:
 - a. \$8,400 – 0012130-51120
15. US Tronics:
 - a. \$2,700 – 0012130-51110
16. Wittman Enterprises, LLC.:
 - a. \$15,000 – 0012110-51830
17. CONFIRE – JPA
 - a. \$409,000 – 0012110-51830, 05-3500 and 65-7020



Special Joint City Council-Housing Auth-Successor Agency Staff Report

E. Notice of Completion of the Installation of ADA Ramps, Sidewalks at Various Locations for \$230,458.75 (CIP 24-122) - Contractor: S & H Civilworks (Public Works) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Consent Calendar Item: 4E.
To	From
City Council	Julia Loeffert, Executive Assistant
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council accept this project as substantially complete and authorize the City Clerk to file the Notice of Completion.

BACKGROUND:

On July 9, 2024, City Council awarded the contract to S & H Civilworks, of Colton, CA for ADA ramp and sidewalk installation, in the amount of \$206,100.00 with an approved contingency of \$20,000. The contractor completed the work satisfactory. The final project cost was \$230,458.75. The project exceeded the approved budget and contingency amount due to unforeseen conditions encountered during construction. Additional quantities of concrete and related materials were required to complete the improvements in the field. In addition, a cracked driveway approach—determined to be impacted during construction—required full replacement to meet City standards and ensure safe access. These unanticipated scope changes contributed to the overall cost exceeding the original project estimate.

Attached is the Notice of Completion for the subject project. Upon City Council authorization, the City Clerk will submit the Notice of Completion for recordation. The one (1) year warranty provided by the contractor will commence from the date of recordation.

ANALYSIS:

N/A

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

The sidewalk improvement project was originally budgeted in the amount of \$206,100 and funded through two sources: Community Development Block Grant (CDBG) funds (Account No. 1325400-58500) and Measure I funds (Account No. 1265340-58500). Due to unforeseen site conditions that required additional concrete quantities and the replacement of a deteriorated driveway approach, the project exceeded both the initial budget and contingency allowance.

The overage was fully covered using additional Measure I funds (Account No. 1265340-58500). No General Fund dollars were used for this project.

Attachments

[NOC ADA Ramps FY 2025.pdf](#)

RECORDING REQUESTED BY:
LYNETTE ARREOLA

AND

WHEN RECORDED MAIL TO:

LYNETTE ARREOLA
CITY CLERK
CITY OF LOMA LINDA
25541 BARTON ROAD
LOMA LINDA CA 92354

APN# N/A

SPACE ABOVE THIS LINE FOR RECORDER'S USE
EXEMPT FROM FILING FEES, GOVERNMENT CODE SECTION 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described:
2. The FULL NAME of the OWNER is City of Loma Linda
3. The FULL ADDRESS of the OWNER is 25541 Barton Road, Loma Linda, CA 92354
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: In fee.

(If other than fee, strike "in fee" and insert, for example "purchaser under contract of purchase" or "lessee.")

5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:

Names

Addresses

6. The full names and full addresses of the predecessors in interest of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

Names

Addresses

7. A work of improvement on the property hereinafter described was COMPLETED November 20, 2024

8. The work of improvement completed is described as follows: Construction of ADA Access Ramps and sidewalk at Various Locations (CIP 24-122)

9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is S & H Civilworks, 1801 Hilltop Dr., Colton, CA 92324

10. The street address of said property is Various city locations

11. The property on which said work of improvement was completed is in the City of Loma Linda County of San Bernardino, State of California, and is described as follows: Construction of ADA Access Ramps and sidewalk at Various Locations (CIP 24-122)

Signature of Owner or Agent Owner _____ Date: _____
Lynette Arreola, City Clerk

Verification of INDIVIDUAL owner _____: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place (Signature of owner named in paragraph 2)

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the _____ City Clerk _____ of the aforesaid interest or "PRESIDENT, PARTNER, MANAGER, AGENT, ETC."

in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place (Signature of person signing on behalf of owner)
Lynette Arreola, City Clerk



Special Joint City Council-Housing Auth-Successor Agency Staff Report

G. Council Bill #R-2025-30 - Modifying Conditions of Employment, Benefits, and Salary for the Loma Linda Fire Management Unit Effective July 1, 2025 and Approve A Supplemental Appropriation of \$88,800 from General Fund Reserves (Administration) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	Consent Calendar Item: 4G.
To	From
City Council	Andy Ramirez, Assistant City Manager
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Council Bill No. R-2025-30, waive the reading in its entirety and read by title only a Resolution approving the negotiated adjustments to employee compensation and benefits. Adoption of the resolution will authorize updates to the applicable Benefit Profile and Citywide Salary Schedule; and
2. Approve a Supplemental Appropriation in the total amount of \$88,800 from the General Fund Reserves

BACKGROUND

The City met with the Loma Linda Fire Management Unit regarding terms and conditions of their Benefit Profile. These meetings resulted in a three (3) year Benefit Profile effective July 1, 2025 through June 30, 2028 and is being presented to Council for approval.

Salary Schedule: California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule at a public meeting.

ANALYSIS:

The City of Loma Linda recognizes that its ability to provide high quality public services relies on attracting and retaining qualified, experienced employees. In order to remain competitive with other cities, it is important that the City's salary and benefit offerings are consistent with those provided by comparable municipalities.

The City engaged in negotiations with the Loma Linda Fire Management Unit regarding the terms and conditions of employment. These discussions resulted in a tentative three-year agreement, effective July 1, 2025, through June 30, 2028. The agreement has been finalized and is now presented to the City Council for approval.

ENVIRONMENTAL:

N/A

FINANCIAL IMPACT:

The financial impact of the negotiated MOU will require a supplemental appropriation in the Fiscal Year 2025-2026 budget from the General Fund Fund Balance Reserves to the following accounts:

Salaries	0012050-50010	\$3,600
Salaries	0012060-50010	\$3,600
Salaries	0012070-50010	\$7,700
Salaries	0012110-50010	\$54,100
Salaries	0012030-50010	\$5,100
Benefits	0012050-50500	\$600
Benefits	0012060-50500	\$900
Benefits	0012070-50500	\$1,200
Benefits	0012110-50500	\$11,100
Benefits	0012030-50500	\$900

Attachments

[Resoution - LL Fire Mgmt Unit MOUs - 07-01-25 to 06-30-28.pdf](#)

[Exhibit A - MOU LL Fire Mgmt Unit - 07-01-25 to 06-30-28.pdf](#)

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA,
CALIFORNIA, MODIFYING CONDITIONS OF EMPLOYMENT, BENEFITS, AND
SALARY FOR THE MEMBERS OF THE LOMA LINDA FIRE MANAGEMENT UNIT
EFFECTIVE JULY 1, 2025.**

WHEREAS, the City of Loma Linda and the Loma Linda Fire Management Unit have met and conferred in good faith.

WHEREAS, having concluded negotiations with the above-noted parties, the above-noted parties have reached agreements effective July 1, 2025, until June 30, 2028; and

WHEREAS, the City of Loma Linda (“City”) contracts with the California Public Employees’ Retirement System (“CalPERS”) to provide retirement benefits for its employees; and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

WHEREAS, the pay schedule must identify each position by title, the individual pay rate amount or ranges for that position, and the time base upon which the amounts are based; and

WHEREAS, reallocation from fund balance to fund the increase costs associated with the modifications to the memorandum of understanding (MOUs) and benefit profiles.

**NOW THEREFORE, BE THE LOMA LINDA CITY COUNCIL DOES
HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:**

Section 1: This Resolution shall take the place of all existing Resolutions or orders of the City Council as they relate to the subject matter contained herein. However, in no event shall this Resolution rescind, supersede, alter or in any way, regarding subject matter that is not contained in this Resolution. In the event that any provision of this Resolution is in conflict with an employment contract of an unrepresented and/or unaffiliated City employee, the applicable employment contract shall supersede and govern the City’s policies and practices with regard to that particular employee.

Section 2: Loma Linda Fire Management Unit Memorandum of Understanding, attached hereto as Exhibit A, is hereby ratified.

Section 3: The pay schedule for all employees of the City, which shall be effective July 1, 2025, is hereby updated in the Salary Table, attached hereto as Exhibit B.

Section 4: The reallocation from fund balance to fund the increase costs associated with the modifications to the memorandum of understanding (MOU's) and benefit profiles.

Section 5: A comprehensive compensation and classification study to be completed by the City by an outside vendor.

PASSED APPROVED, AND ADOPTED by the City Council of Loma Linda, California, this 1st day of July, 2025, by the attached certified vote.

Phillip Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk

CERTIFIED VOTE:

I, Lynette Arreola, City Clerk of the City of Loma Linda, do hereby certify that the foregoing Resolution No. XXXX was duly adopted by the City Council at a meeting thereof held on the 1st day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Loma Linda this 1st day of July 2025.

Lynette Arreola, City Clerk

**CITY OF LOMA LINDA
FIRE MANAGEMENT GROUP
SUCCESSOR MOU LABOR NEGOTIATIONS**

CITY RESPONSE TO FIRE MANAGEMENT GROUP

June 26, 2025

The City of Loma Linda ("City") hereby provides the following response to the proposal from the Fire Management Group related to labor negotiations. New language appears in **bold, underline font**, and deletions appear in ~~strike through~~. Except as reflected herein, the City desires to maintain current language.

TERM

July 1, 2025 – June 30, 2028

ARTICLE 3. COMPENSATION

SALARY SCHEDULE REVISIONS

Fire Marshal and Fire Battalion Chief Positions

Effective on the commencement of the first full pay period after July 1, 2025, or the first full pay period after approval by the City Council, whichever date is later:

Salary Survey Market Average

The positions of Fire Battalion Chief and Fire Marshal shall be brought to the survey market average, as reflected in the revised salary schedules below:

Fire Battalion Chief								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Current	\$136,834	\$143,676	\$150,860	\$158,403	\$166,323	\$170,481	\$174,743	\$179,112
Proposed	\$143,676	\$150,860	\$158,403	\$166,323	\$174,639	\$183,371	\$192,540	\$202,167

Fire Marshal								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Current	\$136,834	\$143,676	\$150,860	\$158,403	\$166,323	\$170,481	\$174,743	\$179,112
Proposed	\$136,834	\$143,676	\$150,860	\$158,403	\$166,323	\$174,639	\$183,371	\$187,956

(It is noted that, as part of the effort to bring positions to market average, the spread between the steps above is 5%, except for Steps 7 and 8 for the Fire Marshal, which is 2.5%)

Salary Step Placement Following Implementation of Market Average

Upon implementation of a revised salary schedule and bringing the Fire Battalion Chief and Fire Marshal positions to the survey market average (as referenced above), employees receiving upward adjustments will be placed on the next highest step of the revised salary schedule that is equal to, or greater, than their current step placement.

Employee anniversary dates will not change.

COMPENSATION

Fire Marshal and Fire Battalion Chief Positions

(Note: The following base salary increases will be applied following the salary schedule revisions set forth above.)

Effective on the commencement of the first full pay period after July 1, 2025, or the first full pay period after approval by the City Council, whichever date is later – 3% across the board salary increase.

Effective on the commencement of the first full pay period after July 1, 2026, – 3% across the board salary increase.

Effective on the commencement of the first full pay period after July 1, 2027, – 3% across the board salary increase.

Fire Chief Position

(Note: The City recognizes that the Fire Chief position is approximately 24% below the market average. While the City is aware of the importance of bringing positions to the market average, fully closing this gap is not viable. The City intends to make progress in a more viable manner by maintaining the current Fire Chief salary schedule and increasing it as set forth below.)

Effective on the commencement of the first full pay period after July 1, 2025, or the first full pay period after approval by the City Council, whichever date is later – 8% across the board salary increase.

Effective on the commencement of the first full pay period after July 1, 2026, – 4% across the board salary increase.

There will be no further salary increase related to the third year of the term set forth above, which commences on July 1, 2027.

ARTICLE 7. FRINGE BENEFITS

A. Employee Insurance and Deferred Compensation Plan

The City's contribution toward the Employee Insurance and Deferred Compensation Program for the purchase of health (CalPERS plans), dental (Delta Dental) and vision (VSP) insurances shall be capped at \$2,100 per month. Any additional contribution necessary to maintain group medical insurance shall be borne solely by the employee. Any increases to the monthly cap will be addressed through the labor negotiation process.

Effective on the commencement of the first full pay period after July 1, 2026, the City's contribution shall increase to \$2,200.

Effective on the commencement of the first full pay period after July 1, 2027, the City's contribution shall increase to \$2,300.

B. Excess Medical. An employee who selects a health insurance plan which costs less than the City's maximum monthly contribution may have a portion of the difference, as set forth below, placed in his/her deferred compensation account, purchase products available through the City's Cafeteria plan, or receive a cash out.

For employees hired on or after July 1, 2025, the maximum monthly amount available for an employee to place in a deferred compensation account and/or to cash out, shall be \$350.

For current employees, the maximum monthly amount available for an employee to place in a deferred compensation account and/or to cash out, shall be as follows:

- **Effective on the commencement of the first full pay period after July 1, 2025, \$1,900.**
- **Effective on the commencement of the first full pay period after July 1, 2026, \$1,700.**
- **Effective on the commencement of the first full pay period after July 1, 2027, \$1,500.**

C. Waiver of Medical Insurance

1. An employee may elect to not be covered by a City group medical insurance plan if he/she provides proof of coverage from another group medical insurance source. The City may require proof of coverage at any time.

2. An eligible employee may elect to have a portion of the City's monthly contribution, as set forth below, applied to his/her deferred compensation account, the purchase of products offered through the Cafeteria Plan, and/or receive a cash payout.

For employees hired on or after July 1, 2025, the maximum monthly amount available for an employee to place in a deferred compensation account and/or to cash out, shall be \$350.

For current employees, the maximum monthly amount available for an employee to place in a deferred compensation account and/or to cash out, shall be as follows:

- Effective on the commencement of the first full pay period after July 1, 2025, \$1,900.
- Effective on the commencement of the first full pay period after July 1, 2026, \$1,700.
- Effective on the commencement of the first full pay period after July 1, 2027, \$1,500.

D. Taxable Income. Any unused portion of the above-referenced contribution, and subject to the maximum amounts set forth above, may be deposited into a 457(b) Deferred Compensation Plan account or taken as taxable income. Amounts taken as taxable income shall be subject to applicable federal and state wage withholdings. Insurance contributions and amounts taken as taxable income are not reported to CalPERS as they do not qualify as compensation earnable. The total cash out amount is divided between the first two paychecks each month.

E. Deferred Compensation. Employees are eligible to voluntarily participate in a 457(b) deferred compensation plan as provided for in State and Federal Tax codes. Employees may contribute to the plan in accordance with plan provisions and subject to plan maximums.

(Note: The language above brings the Fire Management group in line with other employee groups. Redundant and superseded language shall be deleted from the current Section 7(H), and the entire article renumbered accordingly.

EF. Educational Incentive Benefits

All Fire Management who have completed their one-year probationary period with the City will be eligible to participate in the Education Incentive Program.

An employee with an Associates, Bachelors, or Masters degree from an accredited educational institution, and where the degree is not required by the applicable job description, shall receive an additional incentive pay as set forth below. Payment of an education incentive shall not be cumulative, regardless of how many eligible degrees an employee possesses.

Monthly remuneration (flat rate) is as follows:

Associates	Bachelors	Masters
3%	5%	7%

Such compensation shall be annualized and equally divided amongst twenty-six (26) pay periods.

G. Emergency Staffing Overtime Pay. This overtime (which relates to the position of Battalion Chief) is incident related and is used to cover for depleted staffing from strike teams, task forces, local incidents, etc. This will also cover personnel off duty that are

on incidents which may take them past their regular duty hours. Emergency Overtime will be paid at a rate of time-and-one-half based on a 40-hour weekly equivalent hourly rate for those incidents that qualify for reimbursement. For all other non-reimbursable incidents in which Emergency Overtime is worked, it shall be paid at a rate of time and one-half based on the 56-hour rate.

ARTICLE 1. PREAMBLE

[...]

B. Recognition: The Fire Management Group is an association for the personnel employed in the following Fire Department positions:

Fire Chief
Fire Marshal
Fire Battalion Chief

In the event future management positions are created, the parties will discuss whether the positions should be included within the Fire Management Group.



**Special Joint City Council-Housing Auth-Successor
Agency Staff Report**

A. Report on the Scheduled Fiscal Year 2025/2026 City Projects for the City (City Manager) [CC]

Meeting	Agenda Group
Tuesday, July 1, 2025, 7:00 PM	New Business Item: 6A.
To	From
City Council	T Jarb Thaipejr, City Manager

Presentation by the City Manager on the FY 2025-26 scheduled project for the City.