

1. Call to Order

1A. Call to Order- 7:06 PM

1B. Roll Call- 7:07 PM

Staff Present:

- **T. Jarb Thaipejr**, City Manager
- **Diane Robbins**, City Attorney
- **Lynette Arreola**, City Clerk
- **Sonia Fabela**, Finance Director
- **Dan Harker**, Fire Chief
- **Lorena Matarrita**, Community Development Director
- **Lt. Kaysie Smith**, SB County Sheriff's Department
- **Kyle MacGavin**, Information Systems Analyst III

1C. Closed Session/Workshop- 7:07 PM

None.

1D. Invocation and Pledge of Allegiance - Councilman Rhodes Rigsby- 7:07 PM

Mayor pro tempore Ronald Dailey led the Invocation and Pledge of Allegiance for Councilman Rigsby.

1E. Items to be Added or Deleted- 7:08 PM

No items were added or deleted.

1F. Oral Reports/Public Participation - Non-Agenda Items- 7:08 PM

[Councilman Rigsby arrived 7:09 pm]

Andrea Leishman stated that, in the past year, her neighbor's four large dogs bark constantly day and night. Her neighbor did nothing after speaking with her. She submitted a complaint to the Code Enforcement Department in February of 2023. She noted that the Code Enforcement (CE) Officer was rude to her and, instead, assisted her neighbor on how to circumvent the City's Code; that the CE Officer would not return her calls; that she contacted the SB County Sheriff's Department but nothing was accomplished; and that she spoke with the CE Officer's supervisor, Tom Ingalls, who was very responsive and is taking steps to address this matter. She noted that City ordinances were put in place to protect the community. She said she does not feel safe or protected in her home.

Tushar Oza has lived in the City for 2 years and is inquiring why the City is not promoting or utilizing its designation as being a Blue Zone City, which is one of five cities. He noted the City's website does not acknowledge the designation. He expressed disappointment that the City is not doing much to

promote the Blue Zone. He would like to place this item on the agenda for further discussion. He would like to be more involved in the discussions.

Brianna Egan, a medical student, shared a policy brief she prepared on bicycle safety, discussing that bicycle crashes and injuries are significant but are preventable; and that there is a need for safer biking infrastructure. She requested that the City consider developing an Active Transport Action Plan.

Dick Wiley thanked and wanted to honor all Veterans who have served our county. He expressed his gratitude for their service. He suggested the City proclaim a First Responders Day and celebrate annually.

Joe Frink stated that he has a vested interest in the Adobe house on Mission Road and expressed concern about the difficulty obtaining funding information allocated for the maintenance of the property. He requested that there be more transparency from the City. He pointed out that Councilman Jindal provided budget information to him. He had several questions as to when the property would be turned over to TCC and if the Homeowners Association of that development could donate a small amount of their fees for maintenance of the property. Mayor Dupper suggested that he submit a list of questions to the City Attorney for response.

Mayor Dupper reminded the public that per the Brown Act, the City Council cannot speak or take action on non-agenda items. He said that the public can follow up with City staff.

1G. Conflict of Interest Disclosure- 7:31 PM

There were no foreseen conflicts of interest.

2. Scheduled and Related Items

2A. Discussion of Activities and Programs of the Senior Center [City Manager]- 7:31 PM

City Manager Thaipejr presented the report as evidence, stating that, since the reopening, several of the programs/activities before the pandemic have returned; and that staff is working to expand on the programs/activities. He discussed the Senior Center budget, noting that it is mainly for maintenance and operations and does not have enough funds for personnel.

Carol Oza stated she is a new resident of the City and is retired. She expressed disappointment with the lack of programs at the Senior Center. She is currently going to the Senior Center in Redlands, which has more activities and provides hot lunches. She feels the services at the Loma Linda Senior Center are lacking. She is willing to assist in expanding the programs and activities to make the Center more appealing.

Karen Wardell, Co-President of the Loma Linda Art Association, thanked and appreciated the City's support in assisting the Art Association's return to the Senior Center for classes and monthly meetings. She noted that she is a former public health nurse and is willing to reach out to the Public Health Department to partner with the Senior Center.

Joan Smith, Co-President of the Loma Linda Art Association, discussed further the monthly meetings where they have award-winning artists demonstrate their particular media. She noted that their

meetings are on the 1st Sunday of every month and invited all to attend. She thanked the City for allowing their artists to display their art in City Hall and at the Senior Center. In speaking of the Blue Zone, she spoke of a member, Helen Dalgleish, who turned 100 years old and still attends all meetings. She pointed out that art is great for people and stimulates your mind.

Councilman Jindal presented Ms. Dalgleish with a Proclamation from the City. He viewed her artwork and suggested showcasing her work.

Mayor Dupper commented on the Blue Zone researcher's methodology, highlighting that, unlike other Blue Zone cities where public records were researched, in Loma Linda, the researcher obtained records directly from the Adventist Church rather than the government side. He emphasized the city's unique longevity history among residents and suggested considering it as a potential to capitalize. Mayor Dupper explained the City has a Budget Committee, comprised of professionals in their respective fields, that convenes annually to review the city's budget, emphasizing the tight financial constraints and the need to be mindful of how funds are allocated, often leading to challenging decisions. He also noted that neighboring cities operate Senior Centers with substantial budgets and dedicated staff for center management.

Councilman Dailey stated that his wife is a retired Pediatrician. She has gotten involved with online color painting. He will inform her of the upcoming Art Association meeting.

Councilman Jindal stated that even though the Senior Center may not have a big budget, he noted other ways to promote and improve the programs at the Senior Center that would include advertising on social media, now that the City has launched its social media sites; working with local non-profits organizations; obtaining more volunteer help; and looking into charging the groups using the senior center. Regarding the Blue Zone, he spoke with the Community Development Director Lorena Matarrita, noting that she is working on good ideas to promote the Blue Zone that will be coming. He noted that improvements may not happen overnight.

Touchar Oza stated that he supports the City in forming a senior advisory committee to help develop, promote, and advertise programs for the Senior Center.

Discussion ensued. City Manager Thaipejr stated that since the Senior Center had just reopened, he asked the Council if they could allow staff additional time to work on expanding the program.

It was the consensus of the Council to grant City staff additional time to further develop and expand on the senior programs. .

3. Consent Calendar

Mayor pro-tempore Dailey asked for clarification on 3G, 3H, 3I, and 3M. City Manager Thaipejr explained the operations of telemetry for item 3G, explained the need for the sewer lift station for 3I and that the City will use the TDA Grant funds to install the slabs at the bus stops for 3M. Kyle MacGavin, Information Systems Analyst III, explained the request for internet service item 3H.

Motion by Ronald Dailey, seconded by John Lenart, and passing by a vote of 5-0-0-0 To Approve *the Consent Calendar as submitted.*

Approved the Demands Registers dated:

- October 24, 2023, with a commercial demand totaling \$2,521,136.79 and a payroll demand dated October 12, 2023, totaling 420,175.31; and
- November 14, 2023, with a commercial demand totaling \$1,372,342.85, and two payroll demands dated October 26, 2023, totaling \$387,445.08, and November 9, 2023, totaling \$357,734.22.

3B. Approval of Minutes 10-11-2023- 8:10 PM

Approved the minutes of October 11, 2023, as submitted.

3C. Treasurer's Report - October 2023 [Finance]- 8:10 PM

Accepted for filing the Treasurer's Report for October 2023.

3D. Fire Department's Activity Report - October 2023 [Fire]- 8:10 PM

Accepted for filing the Fire Department's Activity Report for October 2023.

3E. Award Bid to Purchase One F350 Dump Truck [Public Works]- 8:10 PM

Awarded the bid to Fairview Ford of San Bernardino to purchase one (1) Ford F350 vehicle for a total of \$76,510.85.

3F. Award Bid to Purchase One F350 Lift Gate Truck [Public Works]- 8:10 PM

Awarded the bid to Fairview Ford of San Bernardino to purchase one (1) Ford F350 vehicle with a lift gate and stake bed for a total of \$64,652.69.

3G. Award Contract for Replacement Telemetry Panel at Richardson Well #3 [Public Works]- 8:10 PM

Awarded a contract to Cricket Consulting of Anaheim for telemetry panel replacement totaling \$12,800.00 and authorized a contingency allocation of \$1,300.00.

3H. Award Contract to Charter Communications Operating LLC for the 10 Gigabyte Bandwidth Circuit [Information System]- 8:10 PM

Awarded a contract to Charter Communications Operating, LLC, to install a 10-gigabyte bandwidth circuit at \$3,500.00 per month from the Contractual Services 51830 account allocated among City Department budgets.

3I. Authorize Purchase of Sewer Lift Station Package to be installed at the end of Juanita St. [Public Works]- 8:10 PM

Authorized the purchase of a sewer lift station package by Multi W Systems, Inc. of El Monte, to be installed at the end of Juanita Street for an amount of \$166,002.48 and approved contingency of \$16,600.00.

3J. Supplemental Appropriate and Extend Contract Agreement for Record Management Services [Administration]- 8:10 PM

Approved a supplemental appropriation of \$10,000 from the General Fund fund balance into Professional Services account no. 0011940-51820 to complete the implementation phase of the contract, and approved the extension of the contract agreement with the new service provider, Vital Records Control, for software implementation and annual licensing and maintenance support services of the Laserfische records management software.

3K. Supplemental Appropriation for Professional Services Contract for the Council District Implementation [Administration]- 8:10 PM

Approved the Supplemental Appropriation of \$42,800.00 from the General Fund fund balance into Professional Services account 0011940-51820 for the Professional Service Contract with National Demographics Corporation (NDC) for the By-District plan development and implementation for electing City Officials.

3L. Agreement with Willdan Engineering for Building and Engineering Plan Check Services [Community Development]- 8:10 PM

Authorized the agreement with Willdan Engineering for Building and Engineering plan check services on an as-needed basis. The initial agreement will last two years and may be extended for three (3), two-year periods with consent from both parties.

3M. Council Bill #R-2023-38 - Adopt a Resolution Accepting Revenue and Approving the Appropriation for TDA Article 3 Grant [Public Works]- 8:10 PM

Adopted Council Bill #R-2023-38 a Resolution accepting the revenue of \$50,122.00 and Approved the appropriation of the \$50,122.00 into account no. 1375360-58500 for TDA Article 3 Grant for installing 11 bus stop shelters at various locations in the City.

RESOLUTION NO. 3202

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, AUTHORIZING SUBMITTAL OF A CLAIM TO SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY FOR TRANSPORTATION DEVELOPMENT ACT, ARTICLE 3, FUNDS FOR ACCESSIBILITY IMPROVEMENTS AT VARIOUS BUS STOPS CITYWIDE PROJECT.

3N. Authorization to apply for 2024 Urban Areas Security Initiative (UASI) grant [Fire]- 8:10 PM

Authorized the Fire Department to apply for the 2024 Urban Areas Security Initiative (USAI) grant; appropriated the revenue received from USAI and authorized the City Manager to execute the related grant documents and to accept additional grant funding should it become available.

3O. Accept Street Right-of-Way Easement at the west side of California Street and north of Mission Road [Public Works] - 8:10 PM

Accepted the easement offered by Richard and Terri Kunihiro Living Trust for street and utility purposes on California Street and authorized the City Manager to sign the Certificate of Acceptance document for recordation.

3P. Surplus Items for Disposal [Public Works]- 8:10 PM

Declared the attached list of vehicles, equipment, and miscellaneous items surplus and authorized the items to be appropriately disposed of and auctioned off.

3Q. Notice of Completion - Anderson Way Storm Drain Modification [Public Works]- 8:10 PM

Accepted as completed and authorized recordation of Notice of Completion for the Anderson Way storm drain modification with a final project total of \$10,000.00; TK Construction, Contractor.

3R. Supplemental Appropriation and Notice of Completion for the ADA Ramps and Sidewalks at Various Locations (CIP 23-114) [Public Works]- 8:10 PM

Approved a Supplemental Appropriation in the amount of \$27,800 from CDBG Grant and \$47,000 from Measure I fund balance; Accepted project as completed and authorized recordation of Notice of Completion for the ADA ramps and sidewalks at various locations with a final project total of \$364,690.00; Universal Construction and Engineering, Contractor.

4. Old Business

4A. Adopt Council Bill #O-2023-02 of a Comprehensive Code Update to Title 17, Zoning (Second Reading and Roll Call Vote) [Administration]- 8:19 PM

Amending Title 17 (Zoning) of the Loma Linda Municipal Code by standardizing administrative processes, expanding permitted land uses, modifying fence regulations, and correcting certain inconsistencies and outdated language throughout the Development Code.

Community Development Director Matarrita stated there were no changes to the report since the first hearing on October 10, 2023.

Motion by Ronald Dailey, seconded by Rhodes Rigsby, and passing by a vote of 5-0-0-0 to Adopt the Council Bill, Waiving the reading in its entirety, and Reading by Title only

ORDINANCE 778 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, APPROVING DEVELOPMENT CODE AMENDMENT NO. P23-139, WHICH AMENDS TITLE 17 (ZONING) OF THE LOMA LINDA MUNICIPAL CODE BY STANDARDIZING ADMINISTRATIVE PROCESSES, EXPANDING PERMITTED LAND USES, MODIFYING FENCE REGULATIONS, AND CORRECTING CERTAIN INCONSISTENCIES AND OUTDATED LANGUAGE THROUGHOUT THE DEVELOPMENT CODE (Council Bill #O-2023-02)

5. New Business

5A. Historic Commission Member Appointment and Notice of Expired Members Terms [Administration]- 8:21 PM

City Manager Thaipejr explained that the Historic Commission had one vacant seat; that the City received an application from Scott Hepburn; that the application was reviewed by City Staff; and that Staff is recommending appointing Mr. Hepburn to the Historic Commission. He went on to say that there are three member seats whose terms have expired; that notices of the vacancies were posted and published in the paper; and that, if sufficient applications are received, the appointments will be scheduled for the December City Council meeting.

Councilman Jindal asked if some of the Committees and Commissions can be consolidated. City Manager Thaipejr stated that he appreciates all the boards, committees, and commission members;

however, he noted that each group has its own unique tasks. He said it would be challenging to staff additional committees.

Motion by John Lenart, seconded by Bhavin Jindal, and passing by a vote of 5-0-0 to Appoint *Scott Hepburn to the Historic Commission.*

6. Reports

6A. Reports of Council Members- 8:29 PM

Mayor Dupper commended the Loma Linda Fire Department for their Leadership Academy at Mission Elementary School. They have been mentoring students and is an amazing program.

Councilman Jindal discussed electrical vehicle charging stations. City Manager Thaipejr stated that the City is working on the project, but it is at the beginning stages.

6B. Reports Of Officers- 8:29 PM

City Manager Thaipejr was pleased to announce that the City qualified for the GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. He stated that the City has received this award 19 years in a row. He commended the Finance Director, Sonia Fabela, and the finance team for their hard work and efforts to achieve this accomplishment.

Finance Director Fabela thanked her entire Finance Team, especially Anna Briones, Sr. Accountant/Financial Analyst, and Kaveeta Prasad, Accounting Specialist I, who both put a lot of work and effort into compiling information for the report. She thanked the departments who assisted in providing the required information. She noted that the City has a good team.

City Manager Thaipejr stated that the City held an art competition with the students of Loma Linda Academy. The Parks Recreation and Beautification Committee, Planning Department Staff, the artist who put the artwork, and himself. He noted that the artwork that was selected was put on wraps and placed on intersection controllers at s/e corner of Barton Rd. and Campus St. and s/e corner of Redlands Blvd. and Anderson St. He went on to present donkey artwork that he proposed to be placed on the southwest corner of Barton Rd. and Campus St., Barton Rd. and Newport Ave.

7. Adjournment

7A. Meeting adjourned to the meeting of December 12, 2023.- 8:43 PM

The City Council meeting adjourned at 8:43pm.