



CITY OF LOMA LINDA
CITY COUNCIL AGENDA
REGULAR MEETING

Tuesday, February 11, 2025, 5:30 PM
Council Chambers
25541 Barton Road
Loma Linda, CA 92354

**** Revised ****

The Regular Meeting of the Loma Linda City Council 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. 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 and share their comments during the meeting. Please note that City Council meetings are recorded to assist in preparing the official Minutes.

In accordance with the Americans with Disabilities Act (ADA), if you require 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

1A. Call to Order

1B. Roll Call

1C. Workshop - 5:30 pm - EOC Emergency Operations Training in the Community Room [Jacob Green and Associates]

1D. Invocation and Pledge of Allegiance - Councilmember Spencer-Hwang

1E. Items to be Added or Deleted

1F. 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)

1G. Conflict of Interest Disclosure

2. Scheduled and Related Items

2A. Presentation by Southern California Edison (SCE) by Mark Cloud

2B. Presentation on Local Tobacco Prevention Efforts by Monika Gracian from California Health Collaborative

2C. Public Hearing - Council Bill #R-2025-02 - A Resolution for the Fall 2024 Weed Abatement Program Establishing Liens and Assessments on the Properties [Fire]

— Adopt Council Bill #R-2025-02

2D. Joint Meeting of the City Council and Housing Authority Board Regarding the 2024-25 Mid-Year Budget [Finance]

- Approve the Fiscal Year 2024-2025 - Mid-Year Budget Review to include expenditures appropriations and revenue adjustments

3. Consent Calendar

3A. Demands Registers January 28 and February 11, 2025 [Finance]

- Approve Demands for Payment

3B. Approval of Minutes January 14, 2025 [City Clerk]

- Approve minutes as submitted

3C. Treasurer's Report - January 2025 [Finance]

- Accept for filing

3D. Fire Department's Activity Report - January 2025 [Fire]

- Accept for filing

3E. Award Contract to LCR Earthwork & Engineering Corp. for \$230,327.00 for Pavement Rehabilitation at Beaumont Ave. (CIP 24-124) [Public Works]

- Award contract as recommended

3F. Appropriate \$50,000 from Water Fund Balance then Award a Contract to Tess Electric for \$46,207.00 to Purchase and Install a Variable Frequency Drive (VFD) at Richardson Well No. 5 [Public Works]

- Appropriate funds and award contract as recommended

3G. Award Contract to Dennis Grubb and Associates for \$50,000 for Fire Department Plan Check Services [Fire]

- Award contract as recommended

3H. Council Bill #R-2025-03 - A Resolution Approving an Amendment to the City Classification Plan and Salary Schedule [Human Resources]

- Adopt Council Bill #R-2025-03

3I. Update to the Treatment Plant Operator II Class Specification to Reflect Revised Duties and Qualifications [Human Resources]

- Approve the updated job description for Treatment Plant Operator II Class Specifications

3J. City Council 2025 Calendar Year Meeting Schedule [City Clerk]

- Approve the 2025 City Council meeting schedule

4. Old Business

5. New Business

5A. Consider taking action to merge the Trails Development Committee into the Parks, Recreation and Beautification Committee to meet quarterly [City Manager]

- Approve as recommended

6. Reports

6A. Reports of Council Members

6B. Reports Of Officers

7. 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: February 6, 2025



A. Presentation by Southern California Edison (SCE) by Mark Cloud

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Scheduled and Related Items Item: 2A.
To	From
City Council	T Jarb Thaipejr, City Manager

RECOMMENDATION:

Presentation by Mark Cloud, Southern California Edison.



B. Presentation on Local Tobacco Prevention Efforts by Monika Gracian from California Health Collaborative

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Scheduled and Related Items Item: 2B.
To	From
City Council	Lynette Arreola, City Clerk

Presentation by Monika Gracian, California Health Collaborative.

Attachments

[LL City Council Presentation 2.11.2025.pdf](#)



CALIFORNIA HEALTH
COLLABORATIVE

February 11, 2025

Local Tobacco Prevention Efforts

By: Monika Gracian, MPH

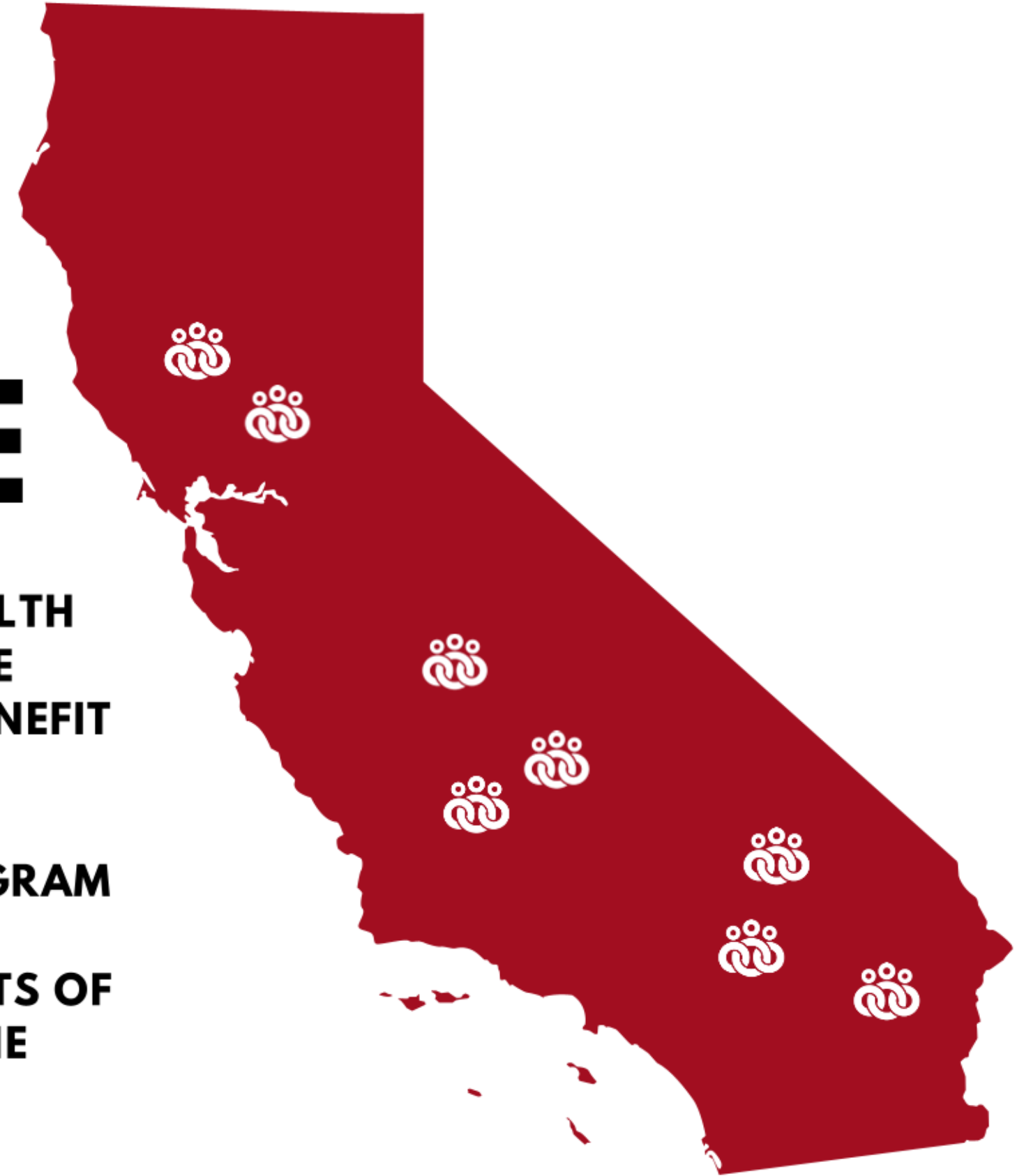
Agenda

1	CHC Background
2	State Policies
3	New 2025 Tobacco Laws
4	Trending Items & Local Data
5	Options for Local Jurisdictions
6	Questions?
7	Contact Information

CALIFORNIA HEALTH COLLABORATIVE

WITH A MISSION OF CHANGING LIVES BY IMPROVING HEALTH AND WELLNESS, THE CALIFORNIA HEALTH COLLABORATIVE (CHC) WAS FOUNDED IN 1982 AS A NONPROFIT PUBLIC BENEFIT CORPORATION UNDER CODE 501 (C) 3.

THE SAN BERNARDINO COUNTY TOBACCO CONTROL PROGRAM (SBCTCP) WORKS TO CREATE MORE COLLABORATIVE OPPORTUNITIES TO INCREASE AWARENESS OF THE IMPACTS OF TOBACCO AND THE DECEPTIVE MARKETING TACTICS OF THE TOBACCO INDUSTRY.



State Policies



STAKE ACT

The Stop Tobacco Access to Kids Enforcement (STAKE) Act was updated in 2016 to increase the purchasing age for tobacco products in California from 18 to 21 and to include e-cigarettes and vaping devices in the state's tobacco product definition.

The exemption for active military was removed in 2019 with the federal Tobacco 21 law.

The Sale of Tobacco Products to Persons Under 21 Years of Age Is Prohibited by Law and Subject to Penalties

**To Report an Unlawful Tobacco Sale Call
1-800-5 ASK-4-ID**

Valid Identification May Be Required

Business and Professions Code Section 22952 21 U.S.C 387f(d)

This sign must be readable by the consumer and must not be altered, covered or obliterated in whole or in part



- Open camera or QR code reader on your smartphone.
- Hold your smartphone over QR Code so that it's clearly visible within camera screen.
- Look for the notification banner or tap to trigger code's action.

SB 793 & AB 935

- Proposition 31 was supported by CA voters, which resulted in SB 793 going into effect in December 2022 thereby banning the sale of most flavored tobacco products throughout the state.
- Signed on Oct. 7, 2023 and into effect on Jan. 1, 2024, AB 935 seeks to clarify the implementation of SB 793 by aligning the enforcement with that of the STAKE Act.
- AB 935 designates the California Department of Public Health as the main enforcement agency for SB 793.



New Tobacco Laws in 2025



AB 3218 & SB 1230

Primarily focuses on strengthening & initiating enforcement for prohibited flavored tobacco products.

The changes went into effect on January 1st, 2025 & should be fully implemented no later than December 31st, 2025.



AB 3218

Focuses on creating the Unflavored Tobacco List (UTL)

Empowers the Attorney General to impose civil penalties for sellers selling products not on the list and for these products to be seized.

SB 1230

Enhances enforcement by granting CDTFA the authority to seize restricted flavored tobacco products.



Trending Items & Local Data



Trending Tobacco Products



BLUE RAZZ ICE
Off-Stamp
5W9000 KIT
Powered by Leaf & Juice

WARNING:
This product contains nicotine. Nicotine is an addictive chemical.

STRENGTH: 5%

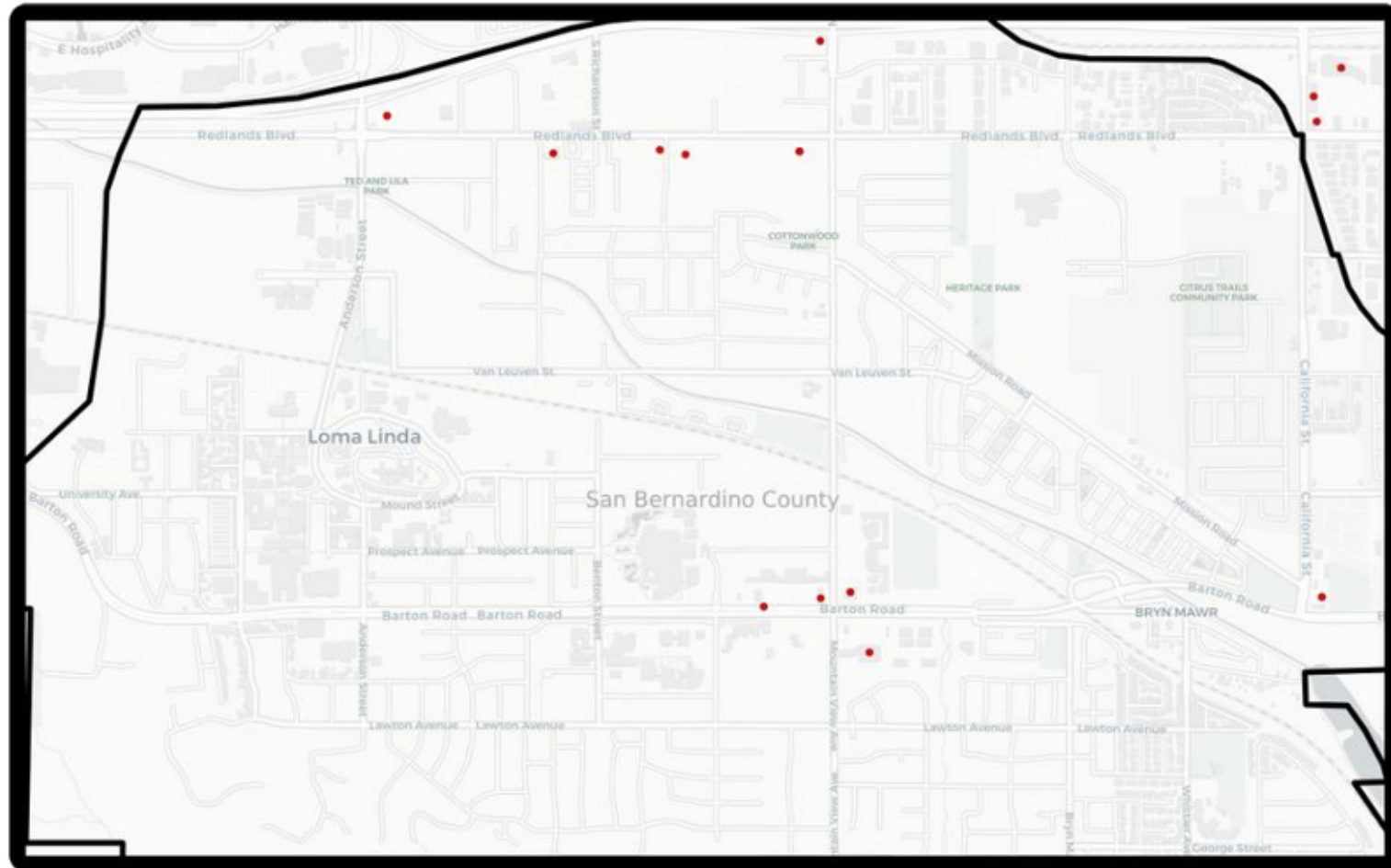
9000 PUFFS

CHARGING STATION: 800MAH

POD DISPOSABLE: 200MAH

The image shows the packaging and components of the Blue Razz Ice Off-Stamp kit. It includes a box with a hexagonal logo, a charging station, and a disposable pod. A warning label is prominently displayed.

Loma Linda Data



11 Licensed Retailers

10 Stores Currently Selling Tobacco Products

3 Smoke Shops

Loma Linda Decoys



5 out of 9 sold!

Conducted in August 2022

Decoys were 20 years old

All products purchased cost less than \$2 each

Public Opinion Polls

350 Loma Linda residents were surveyed in 2022

76.9% of respondents indicated that they favor a policy that requires store owners to have a local license to sell tobacco

70.3% of respondents indicated that they would support the elimination of tobacco sales in their community

64.4% of respondents indicated that they favor a policy that sets a minimum pack size for tobacco products

Public Opinion Polls Cont.

Ease/Difficulty Obtaining Tobacco Products Loma Linda (n=350)

How easy or difficult is it to obtain tobacco products in your community?	#	%
Very easy	141	40.3
Somewhat easy	160	45.7
Somewhat difficult	23	6.6
Very difficult	8	2.3
I don't know	18	5.1

Tobacco-related Perceptions and Experiences Loma Linda (n=350)

Do you think there are too many places in your community that sell tobacco products?	#	%
Yes	197	56.3
No	137	39.1
I don't know	16	4.6

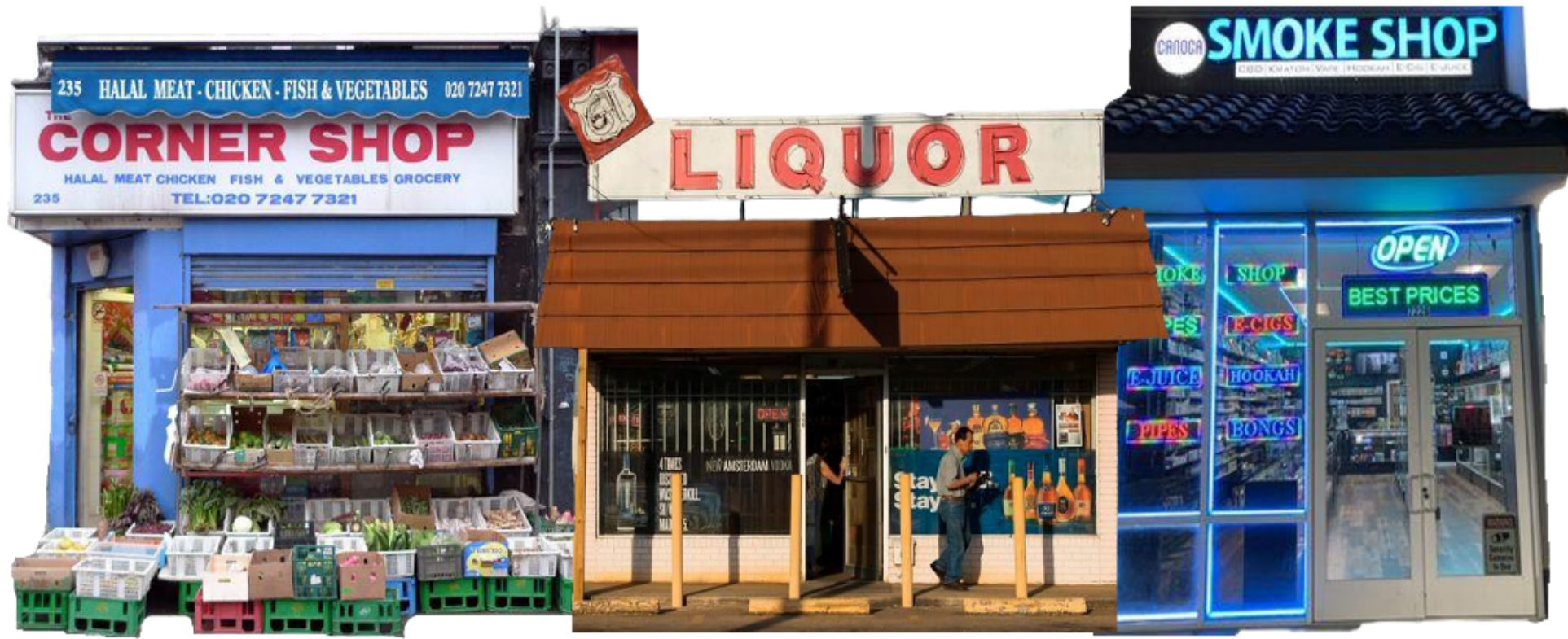
“Most respondents believed tobacco products were harmful to one’s health, that fewer people would use tobacco products if they were harder to obtain, and that the city council should take action on tobacco sales. Overall, there was strong support for a variety of policies that would limit or eliminate the sale of tobacco products.”*

*A full copy of this report is available upon request.

Options for Local Jurisdictions



TOBACCO RETAIL LICENSE (TRL)



Cities in San Bernardino County with a local TRL ordinance:

- Colton (2019)
- Adelanto (2019)
- Hesperia (2021)
- Victorville (2024)

A Tobacco Retail License (TRL) is a policy option for local governments requiring tobacco retailers to pay a license fee. The license helps pay for enforcement and protects Public Health and Safety by ensuring that retailers comply with responsible retailing practices.

LICENSE

Require all tobacco retailers to obtain a local license.

ANNUAL FEE

Require all local retailers to pay an annual fee to maintain their license.

ENFORCEMENT

Identify local enforcement strategies.

PLUG-IN OPTIONS

Customize the policy to fit the community's needs.



Local Tobacco Grades

Four tobacco control policy grades:

1. Smokefree Outdoor Air
2. Smokefree Housing
3. Reducing Sales of Tobacco Products
4. Restrictions on Flavored Tobacco Products

Grade Scale

Overall Tobacco Control Grade

- A: 11-14 pts
- B: 8-10 pts
- C: 5-7 pts
- D: 2-4 pts
- F: 0-1 pts

The Overall Tobacco Control grade is a letter grade awarded to the municipality based on its grades in the four categories, plus Emerging Issues Bonus Points.

San Bernardino County (1/2)

	Adelanto	Apple Valley	Barstow	Big Bear Lake	Chino	Chino Hills	Colton	Fontana	Grand Terrace	Hesperia	Highland	Loma Linda	Montclair	Needles	Ontario	Rancho Cucamonga	Redlands	Rialto	San Bernardino	Twentynine Palms	Upland	Victoryville
Overall Tobacco Control Grade	C	D	F	D	F	F	C	F	F	D	F	C	F	F	F	D	F	F	F	F	F	F
Total Points	6	2	1	2	0	1	5	1	1	4	0	6	0	0	1	2	1	1	0	0	1	1
Smokefree Outdoor Air	D	D	D	C	F	D	D	D	D	F	F	A	F	F	D	C	D	D	F	F	D	D
Dining	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0
Entryways	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0
Public Events	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	2	2	0	0	0	0	0
Recreation Areas	4	4	4	4	2	3	4	4	4	0	0	4	0	0	4	4	4	4	2	0	4	4
Service Areas	0	0	2	4	0	0	0	0	0	0	0	4	0	0	0	4	0	0	0	0	0	0
Sidewalks	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0
Worksites	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Total Points	4	4	6	9	2	3	4	4	4	0	0	22	0	0	4	10	6	4	2	0	5	4
Smokefree Housing	F	F	F	F	F	F	F	F	F	F	F	C	F	F	F	F	F	F	F	F	F	F
Nonsmoking Apartments	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0
Nonsmoking Condominiums	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nonsmoking Common Areas	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0
Total Points	0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0
Reducing Sales of Tobacco Products	A	D	F	F	F	F	A	F	F	A	F	F	F	F	F	F	F	F	F	F	F	A
Tobacco Retailer Licensing	4	1	0	0	0	0	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	4
Total Points	4	1	0	0	0	0	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	4
Restrictions on Flavored Tobacco Products	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Y
Flavored Tobacco Products	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total Points	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Emerging Issues Bonus Points																						
Emerging Products Definition - Secondhand Smoke	0	1	0	0	0	0	0	1	1	0	0	0	0	0	1	1	0	1	0	0	1	1
Emerging Products Definition - Licensing	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Emerging Products Definition - Cannabis	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Retailer Location Restrictions	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sale of Tobacco Products in Pharmacies	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Minimum Price of Cigarettes	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Minimum Pack Size of Cigars	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Points	3	1	1	0	0	0	2	1	1	1	0	0	0	0	1	1	0	1	0	0	1	1

QUESTIONS?

REACH US AT



tobaccofreesbc.org



[tobaccofreesbccounty](https://www.instagram.com/tobaccofreesbccounty)



[tobaccofreesbc](https://www.facebook.com/tobaccofreesbc)



tobaccofreesbc@gmail.com

For cessation support, visit kickitca.org

CONTACT INFORMATION

Monika Gracian, MPH

Director of Program Services

mgracian@healthcollaborative.org

Patricia Lopez

Program Manager

plopez@healthcollaborative.org

(909) 381-4532

SOURCES

1. <https://www.industrydocuments.ucsf.edu/tobacco/>
2. <https://publichealthlawcenter.org/sites/default/files/resources/MSA-Overview-2019.pdf>
3. <https://www.cdph.ca.gov/Programs/CCDPHP/DCDIC/CTCB/Pages/Tobacco21.aspx>
4. <https://www.fda.gov/tobacco-products/ctp-newsroom/retailers-warned-stop-selling-illegal-e-cigarettes-resembling-youth-appealing-characters-school>
5. https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB935
6. <https://www.publichealthlawcenter.org/topics/commercial-tobacco-control/california-commercial-tobacco-control>
7. <https://www.publichealthlawcenter.org/commentary/240930/9/30/24-ab-3218-and-sb-1230-next-step-californias-flavor-law>
8. <https://lung.app.box.com/s/1sieifvrzuffs32w6tb5m9cv1ssq1zyo>



C. Public Hearing - Council Bill #R-2025-02 - A Resolution for the Fall 2024 Weed Abatement Program Establishing Liens and Assessments on the Properties [Fire]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Scheduled and Related Items Item: 2C.
To	From
City Council	Matt Dingman, Fire Inspector/Investigator
Via	
Tom Ingalls, Fire Marshal	

RECOMMENDATION:

It is recommended that the City Council 1) Receive the report of the **Fall 2024 Weed Abatement Program**, 2) approve the report and accounting of costs, and 3) adopt Council Bill # R-2025-02 establishing liens and assessments on the properties.

BACKGROUND:

The California Fire Code, 2022 edition, Section 304, adopted and amended by Loma Linda Municipal Code, Chapter 15.28, establishes 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 Fall 2024 Weed Abatement program began on **September 6th – 10th** with an initial inspection of approximately 300 parcels. Pursuant to Sections 104.5 of the International Fire Code, **272** Notices to Clean Property, Exhibit "A", were sent by regular mail on **October 1, 2024** to the **OWNER OF RECORD** as provided by the County Assessor's office. **11 letters were returned to sender.** Returned notices were posted on the physical properties for owner of record to see. Updated property owner information by checking current records on hand with the assessor's office. If any changes for 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 on **October 21st-22nd**. If abatement had not been accomplished, or if arrangements for a time extension had not been made with this office, the parcel was placed on an abatement list which was given to a City contractor for initiation of the abatement work. Combustible vegetation/fire hazards were abated by the City contractor on 10.

On **January 6, 2025** invoices (See Exhibit "B") specifying the cost of the work performed by the contractor, plus the City's administrative fee, were mailed to the **OWNER OF RECORD** for each parcel giving them the opportunity to make payment of the bill by **February 11, 2025**. Parcels abated by the City contractor and which **remain un-paid** are listed on Exhibit "C". Upon completion and documentation of the abatement work payment was made to the contractor by the City.

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

Subsequent to the **February 11, 2025** Hearing and Council action, the Report of Costs, 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. ****Supplemental Attachment to Exhibit C; includes parcels abated by the City Contractor from the Spring 2024 that were not submitted before the established deadline.*

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 plus administrative fees are outlined on Exhibit "C".

Attachments

[Exhibit A - Fall 2024 Notice To Clean Property.pdf](#)

[Exhibit B - Fall 2024 Invoice D&W.pdf](#)

[Exhibit C - Fall 2024 Outstanding Weed Invoices.pdf](#)

[Exhibit C - Fall 2024 Supplemental attachment Late Spring Weed Invoices.pdf](#)

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



City of Loma Linda Fire Department

Community Risk Reduction Division

NOTICE TO CLEAN PROPERTY

10/1/2024

Exhibit A

Parcel Number:

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 Dead Vegetation/Twigs/Small Branches On Or Near Ground Level.

Any weeds or other fire hazards as listed above on this property must be removed or abated in an acceptable manner by **October 31, 2024**. 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

By: *Matt Dingman*
Matt Dingman
Fire Prevention Inspector



Exhibit B

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

January 6, 2025

Parcel Number:

Location:

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 **Fall 2024** weed abatement:

Abatement Cost: \$105.00

Administrative Charges: \$100.00

Total Due: \$205.00

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

Payment must be received by **February 11, 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 **February 11, 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

Exhibit C

Fall 2024 OUTSTANDING WEED INVOICES

INV #	APN	OWNER	Address of Record	Contractor Cost	Admin Fees	TOTAL	Date Ordered	Date Abated	PAID
24072	028403220	Poni, Marco	Calle Guanare NO 126-15-27 VRB. Co Cagua Aragua 2201, Venezuela	\$ 210.00	\$ 147.00	\$ 357.00	10/01/24	11/19/24	
24071	029303111	Haro, Abigail - EST OF	26605 Craig Ave, Menifee Ca 92584	\$ 105.00	\$ 100.00	\$ 205.00	10/01/24	11/19/24	

Supplemental To

Spring 2024
LATE OUTSTANDING WEED INVOICES

Exhibit C

INV #	APN	OWNER	Address of Record	Contractor Cost	Admin Fees	TOTAL	Date Ordered	Date Abated	PAID
24013	028406202	Prime Meridian Properties LLC	PO BOX 820, Loma Linda Ca	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	07/01/24	
24011	028433510	Leong, Valerie Size-Lynn Living TR 10	24430 Lawton Ave, Loma Linda Ca	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	06/25/24	
24010	028449510	Saleem, Fawaz Salim	24530 University Ave, Loma Linda Ca	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	06/25/24	
24012	028406513	Covanov, Guadalupe Trust 12/13/19	1205 Via Zumaya, Palos Verdes Estates Ca 90274	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	07/01/24	
24014	029213206	Reyes, Yolanda	2205 Woodlawn Cir, Melbourne FL 32934	\$ 310.00	\$ 217.00	\$ 527.00	04/16/24	07/01/24	

Exhibit D

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING A REPORT AND STATEMENT OF EXPENSES FOR THE FALL 2024 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 Exhibit "A" and incorporated herein by reference, is hereby confirmed and adopted as amended; and
2. That the statement of expenses (Exhibit "A") is fair, reasonable, and appropriate; and
3. That five weed abatement liens from the Spring 2024 Weed Abatement Program were not submitted to the City by the established deadline and were not included with the statement of expenses for the Spring 2024 Weed Abatement list, but are included with the statement of expenses for the Fall 2024 Weed Abatement list (Exhibit A); and
4. 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 February 11, 2025; and
5. That if said costs have not been paid by February 11, 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
6. 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
7. That the amount of the charges shall constitute a lien against the real property against which the charges have been imposed; and
8. 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.

Hi **MPASSED, APPROVED AND ADOPTED** by the City Council of Loma Linda, California, this 11th day of February, 2025, by the attached vote:

Phillip Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk

CERTIFICATION

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Resolution No. XX was duly adopted by the City Council at a meeting thereof held on the 11th day of February 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 11th day of February 2025.

Lynette Arreola, City Clerk
City of Loma Linda

STATEMENT OF EXPENSES

Fall 2024
OUTSTANDING WEED INVOICES

INV #	APN	OWNER	Address of Record	Contractor Cost	Admin Fees	TOTAL	Date Ordered	Date Abated	PAID
24072	028403220	Poni, Marco	Calle Guanare NO 126-15-27 VRB. Co Cagua Aragua 2201, Venezuela	\$ 210.00	\$ 147.00	\$ 357.00	10/01/24	11/19/24	
24071	029303111	Haro, Abigail - EST OF	26605 Craig Ave, Menifee Ca 92584	\$ 105.00	\$ 100.00	\$ 205.00	10/01/24	11/19/24	

Spring 2024
LATE OUTSTANDING WEED INVOICES

INV #	APN	OWNER	Address of Record	Contractor Cost	Admin Fees	TOTAL	Date Ordered	Date Abated	PAID
24013	028406202	Prime Meridian Properties LLC	PO BOX 820, Loma Linda Ca	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	07/01/24	
24011	028433510	Leong, Valerie Size-Lynn Living TR 10	24430 Lawton Ave, Loma Linda Ca	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	06/25/24	
24010	028449510	Saleem, Fawaz Salim	24530 University Ave, Loma Linda Ca	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	06/25/24	
24012	028406513	Covanov, Guadalupe Trust 12/13/19	1205 Via Zumaya, Palos Verdes Estates Ca 90274	\$ 210.00	\$ 147.00	\$ 357.00	04/16/24	07/01/24	
24014	029213206	Reyes, Yolanda	2205 Woodlawn Cir, Melbourne FL 32934	\$ 310.00	\$ 217.00	\$ 527.00	04/16/24	07/01/24	



D. Joint Meeting of the City Council and Housing Authority Board Regarding the 2024-25 Mid-Year Budget [Finance]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Scheduled and Related Items Item: 2D.
To	From
City Council	Sonia Fabela, Finance Director
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

The recommendations presented by staff represent a net increase in general fund revenues of \$1,745,500 and a net increase in general fund expenditures of \$2,136,800. In the overall City, the recommendations presented by staff represent a net increase in revenues of \$5,441,400 and a net increase in expenditures of \$2,884,000.

BACKGROUND:

On July 9, 2024, the City Council adopted City budget of \$51,917,600, with a general fund budget of \$27,121,500. The general fund was projected to yield a negative position change of \$407,000 to un-assigned fund balance. Throughout the fiscal year staff has proposed and Council has approved several budget amendments increasing the appropriation spending for the City by \$1,670,200 and \$180,800 for the general fund. For the 2024- 2025 fiscal year mid-year review, the City Manager asked department heads to assess their departmental expenditures for any changes necessary and for Finance department to revise revenue projections. The changes proposed are presented in the summary of changes in revenues and expenditures for the general fund, enterprise funds, special revenue funds and capital projects funds. If adopted, the proposed mid-year and previously adopted changes will net a negative position decrease of \$976,600 to the general fund-unassigned fund balance.

ANALYSIS:

For analytical purposes, a summary of changes in revenues, expenditures, and fund balances by fund is provided in Attachments I-III. Attachment I, titled "Budget Summary of Available Revenues and Other Resources, and Expenditures and Uses of Budget Resources," outlines the overall projected mid-year budget impact. Changes to revenue line items are detailed in Attachment II, while changes to expenditure line items are outlined in Attachment III. In the General Fund, while there are decreases in revenues—particularly in property tax, sales tax, and VLF-Property Tax in Lieu—these reductions are offset by increases in licenses and permits, planning fees, engineering plan checks, interest revenue, overhead allocation, and notably, refunds and reimbursements, with the largest being mutual aid reimbursements for fire incidents.

The increase in the general fund budget is primarily due to several significant expenditure adjustments. These include additional overtime costs for fire services related to Strike team deployments, as well as increased overtime for Sheriff's services. There is also a rise in insurance costs due to a retrospective adjustment. Additionally, funds are requested to transition the Enterprise ERP system from in-house hosting to a Software as a Service (SaaS) model. Other increases include higher costs for building permit contractual services and additional repairs and maintenance, particularly for facilities and parks. Equipment purchases such as street name signs, HVAC units for the senior center and community room, emergency radios, and backup batteries for street lights are also contributing to the budget increase. However, expenditures have decreased due to recalculations of salaries and benefits, which reflect changes in personnel, including vacant positions or those filled at lower salary steps.

Based on current revenue projections, staff is recommending an increase of \$319,900 in sewer revenue, \$10,400 in LLCCP revenue, and \$342,300 in water revenue. Sewer expenses will rise by \$172,300, primarily due to pass-through fees. LLCCP expenses are set to increase by \$2,600 due to higher costs in information systems. Water expenses will grow by \$129,300, driven by additional staffing and unanticipated costs. Furthermore, staff is proposing an overall net revenue increase of \$3,023,300 in capital projects funds, special revenue, grant funds, special district funds, and housing authority, mainly due to the timing of development activity. The net increase in expenditures for these funds is \$443,000, reflecting reduced costs in the Landscape Maintenance District, offset by higher overhead related to capital expenditures in Capital Funds.

All changes to available cash balances, proposed revenues, and proposed expenditures are reflected in the "Summary of Available Revenues and Other Resources, and Expenditures and Uses of Budget Resources" (attachment I), hence illustrating the overall impact on the 2024-2025 budget.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

The recommendations presented by staff represent a net increase in general fund revenues of \$1,745,500 and a net increase in general fund expenditures of \$2,136,800. In the overall City, the recommendations presented by staff represent a net increase in revenues of \$5,441,400 and a net increase in expenditures of \$2,884,000.

Attachments

[Attachment I - Budget Summary of Available Revenues and Other Resources, and Expenditures and Uses of Budget Resources.pdf](#)

[Attachment II - Summary of Revised Revenues - Mid-Year.pdf](#)

[Attachment III - Expenditure Requests.pdf](#)

[Attachment IIIA - Summary of Revised Expenditures - Mid-Year.pdf](#)

CITY OF LOMA LINDA
FISCAL YEAR 2024-2025
MID-YEAR REVIEW

BUDGET SUMMARY OF AVAILABLE REVENUES AND OTHER RESOURCES, AND EXPENDITURES AND USES OF BUDGET RESOURCES

GENERAL FUND	JULY 1, 2024 AUDITED BEGINNING AVAILABLE CASH BALANCE	ESTIMATED REVENUES AND OTHER RESOURCES AVAILABLE				ESTIMATED AVAILABLE RESOURCES FOR BUDGET PURPOSES	ADOPTED EXPENDITURES AND OTHER USES OF RESOURCES				TOTAL USE & DESIGNATION OF RESOURCES	JUNE 30, 2025 ESTIMATED ENDING AVAILABLE CASH BALANCE	Reserve % of Committed FB		Total FB % of Budgeted Exp.		
		ESTIMATED REVENUE	TRANSFERS INCOME	LOANS AND OTHER SOURCES			ADOPTED EXPENDITURES	TRANSFERS EXPENDITURES	LOANS AND OTHER USES				Total Beginning FB 20,301,373	Total Ending FB 19,324,773		Net Chg % of FB -5.05%	
				REPAYMENT	NEW(IN)				REPAYMENT	NEW(OUT)				Total Rev/Sources	Total Exp/Uses	Net change	
001 GENERAL FUND-UNASSIGNED	17,051,373	27,548,200	911,800			45,511,373	29,177,900	258,700			29,436,600	16,074,773	28,460,000	29,436,600	(976,600)		
GENERAL FUND - RESERVES																	
002 GENERAL FUND-ASSIGNED	1,250,000					1,250,000	0				0	1,250,000	0	0	0		
002 GENERAL FUND-COMMITTED	2,000,000					2,000,000	0				0	2,000,000	0	0	0		
ENTERPRISE FUNDS																	
405 SEWER UTILITY	2,336,449	6,853,800				9,190,249	6,948,900		500,000		7,448,900	1,741,349	6,853,800	7,448,900	(595,100)		
440 LL CONNECTED COMMUNITIES	224,281	351,600		561,900		1,137,781	484,200			561,900	1,046,100	91,681	913,500	1,046,100	(132,600)		
465 WATER UTILITY OPERATIONS	4,493,391	8,373,300			500,000	13,366,691	9,359,000				9,359,000	4,007,691	8,873,300	9,359,000	(485,700)		
ENTERPRISE CAPITAL FUNDS																	
417 SEWER CAPITAL FACILITIES	345,393	365,900				711,293	370,500				370,500	340,793	365,900	370,500	(4,600)		
438 WATER CAPITAL ACQUISITION	1,821,672	1,873,000			573,700	4,268,372	1,630,800				1,630,800	2,637,572	2,446,700	1,630,800	815,900		
SPECIAL REVENUES FUNDS																	
103 HOUSING IN LIEU	210,588	9,600				220,188	0				0	220,188	9,600	0	9,600		
106 TRAFFIC SAFETY	0	55,200				55,200	0	55,200			55,200	0	55,200	55,200	0		
107 GAS TAX	236,429	1,340,300	1,900			1,578,629	645,600	709,800			1,355,400	223,229	1,342,200	1,355,400	(13,200)		
108 CASp CERT & TRAINING	42,309	7,100				49,409	1,000				1,000	48,409	7,100	1,000	6,100		
126 MEASURE "I" (2010-2040)	446,384	673,900				1,120,284	742,800				742,800	377,484	673,900	742,800	(68,900)		
127 MEASURE "I" - MSART	258,363	217,500				475,863	587,600				587,600	(111,737)	217,500	587,600	(370,100)		
130 ASSET FORFEITURE - FEDERAL	2	0				2	0				0	2	0	0	0		
SPECIAL ASSESSMENT DISTRICTS																	
171 LANDSCAPE MAINT DISTRICT	127,835	460,200	258,700			846,735	769,700				769,700	77,035	718,900	769,700	(50,800)		
172 STREET LIGHTING ASSESSMENT DI	93,817	373,600				467,417	459,100				459,100	8,317	373,600	459,100	(85,500)		
GRANTS																	
110 AQMD FEES	2,000	32,700				34,700	29,200				29,200	5,500	32,700	29,200	3,500		
328 FEDERAL/STATE CONST. GRANTS	60,129	2,400				62,529	0				0	62,529	2,400	0	2,400		
129 TRAFFIC CONGESTION RELIEF GRA	1,856	100				1,956	0	1,900			1,900	56	100	1,900	(1,800)		
132 COMMUNITY DEV BLOCK GRANT	(45,662)	176,400				130,738	131,000				131,000	(262)	176,400	131,000	45,400		
135 CITIZENS' OPTION PUBLIC SAFETY	388,841	204,400				593,241	86,600	146,800			233,400	359,841	204,400	233,400	(29,000)		
137 GRANT FUND	(7,058)	418,900				411,842	418,800				418,800	(6,958)	418,900	418,800	100		
REDEMPTION FUNDS																	
220 SEWER ASSESSMENT DIST 72-1	0	0				0	0				0	0	0	0	0		
221 1978 WATER BONDS	12,756	0				12,756	0				0	12,756	0	0	0		
CAPITAL FUNDS																	
304 PARKS DEVELOPMENT	744,702	2,113,700				2,858,402	348,000				348,000	2,510,402	2,113,700	348,000	1,765,700		
309 STORM DRAIN	1,280,497	280,900				1,561,397	75,300				75,300	1,486,097	280,900	75,300	205,600		
312 TRAFFIC IMPACT	1,377,535	555,100				1,932,635	445,300				445,300	1,487,335	555,100	445,300	109,800		
113 PUBLIC IMPROVEMENTS	69,285	2,800				72,085	0				0	72,085	2,800	0	2,800		
315 FIRE FACILITIES	1,783,401	439,300				2,222,701	0				0	2,222,701	439,300	0	439,300		
316 GENERAL FACILITIES	(14,715)	45,900				31,185	23,900				23,900	7,285	45,900	23,900	22,000		
318 PUBLIC MEETING FACILITIES	898,111	426,600				1,324,711	0				0	1,324,711	426,600	0	426,600		
319 PUBLIC LIBRARY FACILITIES	33,354	1,300				34,654	0				0	34,654	1,300	0	1,300		
323 ART IN PUBLIC PLACES	209,943	157,400				367,343	59,800				59,800	307,543	157,400	59,800	97,600		
124 REGIONAL TRANSPORTATION	12,774,059	2,186,900				14,960,959	0				0	14,960,959	2,186,900	0	2,186,900		
343 SPECIAL PROJECTS	1,293,028	73,600		1,065,400		2,432,028	18,600				18,600	2,413,428	1,139,000	18,600	1,120,400		
345 CAPITAL PROJECTS SA BOND PRO	366,438	17,800				384,238	23,900				23,900	360,338	17,800	23,900	(6,100)		
LOMA LINDA PUBLIC FINANCING AUTHORITY																	
250 PUBLIC FINANCING AUTHORITY	42,556	1,700				44,256	400				400	43,856	1,700	400	1,300		
LOMA LINDA HOUSING AUTHORITY																	
180 LOMA LINDA HOUSING AUTHORITY	1,644,621	202,100				1,846,721	175,000				175,000	1,671,721	202,100	175,000	27,100		
TOTAL CITY	53,853,963	55,843,200	1,172,400	2,139,100	561,900	113,570,563	53,012,900	1,172,400	500,000	561,900	55,247,200	58,323,363	59,716,600	55,247,200	4,469,400		

NOTES * To reconcile this cash schedule of resources & uses of resources with total city expenditures, non-cash sewer, water & LLCCP depreciation expenses (\$1,722,100) must be added back to proposed expenditures plus transfer expenditures. "Interfund/agency loans" should be excluded because they are repayable uses of cash rather than expenditures. **Interfund/agency loan "resources" include both prior loans made that are being repaid and new/additional borrowing budget to occur during the current budget period. Interfund/agency loan "uses" include both repayments of prior borrowing and new/additional loans to be made (paid out) during the current budget period.

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
001	GENERAL FUND					
49101		CURRENT SECURE PROP TAX	\$ 1,379,678	\$ 1,478,100	\$ 1,434,900	\$ (43,200)
49102		CURRENT UNSECURED PROP TAX	50,694	54,600	54,600	-
49103		STATUTORY PASS THRU TAX INC	244,453	269,000	264,100	(4,900)
49105		PRIOR YEAR TAX ASSESSMENT	59,692	54,100	54,100	-
49106		SUPPLEMENTAL PROPERTY TAXES	33,001	33,700	33,700	-
49107		MISCELLANEOUS TAXES	16,752	15,100	17,100	2,000
49108		NEGOTIATED PASS-THRU	213,435	230,600	229,700	(900)
49109		RESIDUAL BALANCE	900,459	936,200	949,400	13,200
	Property Tax		2,898,163	3,071,400	3,037,600	(33,800)
49151		FRANCHISES	1,195,761	1,265,600	1,255,500	(10,100)
49152		PAVEMENT IMPACT FEE(FRANCHISE)	214,438	214,100	225,200	11,100
49486		REFUSE FRANCHISE FEE	245,014	252,000	247,500	(4,500)
	Franchise		1,655,214	1,731,700	1,728,200	(3,500)
49161		SALES TAX	9,517,478	10,132,600	9,989,000	(143,600)
49162		SALES TAX - PROP 172	113,719	116,100	110,700	(5,400)
49168		SALES TAX ABATEMENT	(3,173,808)	(4,090,900)	(4,024,800)	66,100
	Sales and Use Tax		6,457,389	6,157,800	6,074,900	(82,900)
49163		TRANSIENT OCCUPANCY TAX	867,897	911,200	911,200	-
49169		TOT ABATEMENT	(202,177)	(206,600)	(206,600)	-
49164		PROPERTY TRANSFER TAX	56,805	71,400	71,400	-
49201		BUSINESS LICENSE TAX	351,957	380,000	380,000	-
49205		NEW BUSINESS REG APPLICATION	22,570	16,700	22,600	5,900
49206		BUSINESS REGISTRATION RENEWALS	58,734	60,500	60,500	-
	Other Taxes		1,155,787	1,233,200	1,239,100	5,900
49220		ANIMAL LICENSES	12,625	26,000	19,500	(6,500)
49225		PUBLIC WORKS-MISC PERMITS	7,200	13,600	5,000	(8,600)
49226		BUILDING PERMITS	389,242	546,000	609,300	63,300
49227		FIRE-PLAN CHECK INSPECTIONS	97,349	11,500	77,100	65,600
49228		FIRE PERMITS	130,733	135,000	107,500	(27,500)
49239		MISCELLANEOUS PERMITS	910	1,000	1,000	-
	License And Permits		638,059	733,100	819,400	86,300
49304		ANIMAL CODE FINE	-	1,000	1,000	-
49306		CODE VIOLATIONS/FINES ABATEMNTS	1,589	2,000	2,700	700
	Fines And Forfeits		1,589	3,000	3,700	700
49310		INTEREST ON LEASES - GASB 87	136,242	134,100	133,600	(500)
49311		INTEREST ON INVESTMENTS	772,393	608,700	804,200	195,500
49315		LEASE INCOME	85,260	45,600	92,000	46,400
49318		LEASE INCOME - GASB 87	225,213	270,400	235,000	(35,400)
49903		FACILITIES RENTAL	21,500	25,000	25,000	-
	Use of Money & Property		1,240,609	1,083,800	1,289,800	206,000
49334		FED GRANT - MISC	11,789	14,000	5,300	(8,700)
49349		VLF - PROPERTY TAX IN LIEU	3,111,271	3,298,000	3,235,900	(62,100)
49352		VEHICLE LICENSE FEE- IN EXCESS	31,162	34,300	34,300	-

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
49358		HOMEOWNERS EXEMPTION	8,647	12,500	8,500	(4,000)
49360		STATE GRANTS	27,706	6,900	6,900	-
	Intergovernmental		3,190,575	3,365,700	3,290,900	(74,800)
49321		GENERAL PLAN UPDATE	33,490	16,000	42,600	26,600
49390		VA HOSPITAL - FIRE SERVICES	327,119	327,500	343,800	16,300
49392		CSA 38 FIRE SYSTEM	13,000	13,000	13,000	-
49393		LLUMC LAW ENFORCEMENT SVCS	1,801,727	1,872,200	1,850,800	(21,400)
49394		LLUMC FIRE SERVICES	615,600	615,600	615,600	-
49400		PLANNING FEES	246,839	227,300	334,200	106,900
49415		PLANS AND SPECS FOR PROJECTS	1,140	2,500	2,500	-
49445		ENGINEERING INSPECTION	171,928	34,000	57,400	23,400
49446		ENGINEERING PLAN CHECK	134,740	4,800	189,300	184,500
49450		TOWING FEES	16,185	13,000	16,200	3,200
49465		WEED ABATEMENT	13,835	7,000	2,600	(4,400)
49482		HOUSEHOLD HAZARDOUS WASTE	36,365	36,700	36,700	-
49483		RECYCLING SERVICE CHARGE	56,459	62,800	71,400	8,600
49484		REFUSE COLLECTION SERVICE	1,168,140	1,210,900	1,180,800	(30,100)
49485		REFUSE - PASS THRU	466,829	469,000	469,000	-
49490		EMS - MEMBERSHIP FEE	51,552	38,300	51,600	13,300
49492		EMS RESPONSE FEE	69,797	60,000	69,800	9,800
49770		MISCELLANEOUS SERVICES	9,686	7,000	7,000	-
49801		CREDIT CARD PROCESSING FEE	10,560	12,000	12,000	-
	Charges For Services		5,244,990	5,029,600	5,366,300	336,700
49803		REFUNDS & REIMBURSEMENTS	435,536	500,000	1,443,500	943,500
49804		MISCELLANEOUS REVENUE	116,054	120,000	127,000	7,000
49804		DONATIONS	-	-	12,000	12,000
49810		CASH OVER OR SHORT	(46)	100	100	-
49413		SALE OF HISTORY BOOKS	-	100	100	-
49820		SALE OF CITRUS FROM GROVES	1,110	1,100	1,100	-
49822		SALE OF ASSETS	15,625	10,000	10,000	-
49824		DAMAGE CLAIM RECOVERIES	6,880	10,000	17,200	7,200
49901		OVERHEAD - M & O	2,018,297	2,561,300	2,603,300	42,000
49902		OVERHEAD - CAPITAL FUNDS	1,366,661	200,300	484,000	283,700
	Other		3,960,117	3,402,900	4,698,300	1,295,400
49520		TRANSFERS IN	913,910	902,300	911,800	9,500
	TOTAL GENERAL FUND		27,356,401	26,714,500	28,460,000	1,745,500

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
103	DEV AGREEMENT CONSIDERATION					-
49311		INTEREST ON INVESTMENTS	8,186	6,900	8,600	1,700
49314		INTEREST FROM LOANS	963	1,000	1,000	-
		Use of Money & Property	9,148	7,900	9,600	1,700
		TOTAL - DEV AGREEMENT CONSIDERATION	9,148	7,900	9,600	1,700
106	TRAFFIC SAFETY FUND					
49302		CITY PARKING FINES	32,774	37,200	37,200	-
49303		VEHICLE CODE FINES	10,263	18,000	18,000	-
		Fines And Forfeits	43,037	55,200	55,200	-
		TOTAL - TRAFFIC SAFETY FUND	43,037	55,200	55,200	-
107	GAS TAX FUND					
49353		STATE GAS TAX 2103	229,490	225,700	231,000	5,300
49354		STATE GAS TAX 2107 - 2107.5	213,159	219,300	221,200	1,900
49355		STATE GAS TAX 2106	100,180	99,300	100,000	700
49356		STATE GAS TAX 2105	153,045	156,000	157,700	1,700
49357		STATE GAS TAX - RMRA	651,035	645,600	630,400	(15,200)
49520		TRANSFERS IN	-	-	1,900	1,900
		Intergovernmental	1,346,909	1,345,900	1,342,200	(3,700)
		TOTAL - GAS TAX FUND	1,346,909	1,345,900	1,342,200	(3,700)
108	CASp CERT & TRAINING					
49301		STATE MANDATED FEES	6,281	7,100	7,100	-
		Charges For Services	6,281	7,100	7,100	-
		TOTAL - CASp CERT & TRAINING	6,281	7,100	7,100	-
110	AQMD FUND					
49311		INTEREST ON INVESTMENTS	238	200	200	-
		Use of Money & Property	238	200	200	-
49350		AB2766 LICENSE FEE	25,447	32,500	32,500	-
		Intergovernmental	25,447	32,500	32,500	-
		TOTAL - AQMD FUND	25,685	32,700	32,700	-
113	PUBLIC IMPROVEMENTS					
49311		INTEREST ON INVESTMENTS	2,672	2,300	2,800	500
		Use of Money & Property	2,672	2,300	2,800	500
		TOTAL - PUBLIC IMPROVEMENTS	2,672	2,300	2,800	500
124	REGIONAL TRAFFIC DEV. IMPACT					
49311		INTEREST ON INVESTMENTS	484,081	406,800	522,400	115,600
		Use of Money & Property	484,081	406,800	522,400	115,600
49409		DEVELOPER FEES	269,161	690,100	1,664,500	974,400
		Developer Contribution	269,161	690,100	1,664,500	974,400
		TOTAL - REGIONAL TRAFFIC DEV. IMPACT	753,243	1,096,900	2,186,900	1,090,000

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
126	MEASURE I (2010-2040)					
49165	T.I.P. SALES TAX MEASURE		711,923	658,600	658,600	-
	Tax And Assessments		711,923	658,600	658,600	-
49311	INTEREST ON INVESTMENTS		6,712	4,300	15,300	11,000
	Use of Money & Property		6,712	4,300	15,300	11,000
	TOTAL - MEASURE I (2010-2040)		718,635	662,900	673,900	11,000
127	MEASURE I MSART					
49166	MSART FUNDING		216,773	207,000	207,000	-
	Tax And Assessments		216,773	207,000	207,000	-
49311	INTEREST ON INVESTMENTS		7,823	5,500	10,500	5,000
	Use of Money and Property		7,823	5,500	10,500	5,000
	TOTAL - MEASURE I MSART		224,596	212,500	217,500	5,000
129	MEASURE I (2010-2040)					
49311	INTEREST ON INVESTMENTS		72	100	100	-
	Use of Money & Property		72	100	100	-
	TOTAL - MEASURE I (2010-2040)		72	100	100	-
132	CDBG GRANT FUND					
49332	FED GRANT - CDBG		364,684	131,000	176,200	45,200
	Intergovernmental		364,684	131,000	176,200	45,200
49311	INTEREST ON INVESTMENTS		-	200	200	-
	Use of Money & Property		-	200	200	-
	TOTAL - CDBG GRANT FUND		364,684	131,200	176,400	45,200
135	CITIZENS OPTION PUBLIC SAFETY					
49311	INTEREST ON INVESTMENTS		20,023	6,000	18,200	12,200
	Use of Money and Property		20,023	6,000	18,200	12,200
49361	STATE GRANTS - COPS AB3229		239,180	186,200	186,200	-
	Intergovernmental		239,180	186,200	186,200	-
	TOTAL - CITIZENS OPTION PUBLIC SAFETY		259,203	192,200	204,400	12,200
137	GRANT FUND					
49330	FED GRANT - EMER MGMT PERFORM		-	14,800	14,800	-
49360	STATE GRANTS		-	53,900	53,900	-
49362	STATE GRANT ARTICLE 3 TDA		-	50,100	50,200	100
49804	MISCELLANEOUS REVENUE		-	300,000	300,000	-
	Intergovernmental		-	418,800	418,900	100
	TOTAL - GRANT FUND		-	418,800	418,900	100
171	LANDSCAPE MAINTENANCE DIST 1					
49102	CURRENT UNSECURED PROP TAX		-	400	400	-
49111	CURRENT ASSESSMENT		447,644	453,000	453,000	-
49112	PRIOR YEAR ASSESSMENT		4,710	4,100	4,800	700
	Tax And Assessments		452,354	457,500	458,200	700
49311	INTEREST ON INVESTMENTS		3,489	2,400	1,900	(500)
	Use of Money and Property		3,489	2,400	1,900	-

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
49803		REFUNDS & REIMBURSEMENTS	-	100	100	-
		Other	-	100	100	-
49520		TRANSFERS IN	120,000	258,700	258,700	-
		Operating Transfer In	120,000	258,700	258,700	-
		TOTAL - LANDSCAPE MAINTENANCE DIST 1	575,843	718,700	718,900	200
172	STREET LIGHTING DISTRICT FUND					
49111		CURRENT ASSESSMENT	358,167	365,200	365,200	-
49112		PRIOR YEAR ASSESSMENT	7,084	6,200	7,100	900
		Intergovernmental	365,250	371,400	372,300	900
49311		INTEREST ON INVESTMENTS	3,182	2,200	1,200	(1,000)
		Use of Money and Property	3,182	2,200	1,200	(1,000)
49803		REFUNDS & REIMBURSEMENTS	-	100	100	-
		Other	-	100	100	-
		TOTAL - STREET LIGHTING DISTRICT FUND	368,432	373,700	373,600	(100)
180	LOMA LINDA HOUSING AUTHORITY					
49311		INTEREST ON INVESTMENTS	56,214	49,500	58,100	8,600
49312		INTERES FROM FISCAL AGENT	-	-	-	-
49314		INTEREST FROM LOANS	130,724	140,000	140,000	-
49315		LEASE INCOME	-	-	-	-
49801		CREDIT CARD PROCESSING FEE	4	100	100	-
		Use of Money and Property	186,942	189,600	198,200	8,600
49803		REFUNDS & REIMBURSEMENTS	-	-	-	-
49804		MISCELLANEOUS REVENUE	2,517	1,700	2,500	800
		Other	2,517	1,700	2,500	800
49840		BOND PROCESSING FEES	1,438	1,400	1,400	-
		Proceeds From Ltd	1,438	1,400	1,400	-
		TOTAL - LOMA LINDA HOUSING AUTHORITY	190,897	192,700	202,100	9,400
250	LOMA LINDA PUB FIN AUTHORITY					
49311		INTEREST ON INVESTMENTS	1,641	1,400	1,700	300
		Use of Money and Property	1,641	1,400	1,700	300
		TOTAL - LOMA LINDA PUB FIN AUTHORITY	1,641	1,400	1,700	300
304	PARK CAPITAL FUND					
49311		INTEREST ON INVESTMENTS	9,636	4,600	41,200	36,600
		Use of Money and Property	9,636	4,600	41,200	36,600
49409		DEVELOPER FEES	594,864	1,193,000	1,678,000	485,000
49411		OPEN SPACE ACQ-DEVELOPER FEES	11,488	230,300	394,500	164,200
		Developer Contribution	606,352	1,423,300	2,072,500	649,200
		TOTAL - PARK CAPITAL FUND	615,988	1,427,900	2,113,700	685,800
309	STORM DRAIN FUND					
49311		INTEREST ON INVESTMENTS	47,502	39,800	50,700	10,900
		Use of Money and Property	47,502	39,800	50,700	10,900

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
49481		STORM DRAIN FEES	63,049	150,000	230,200	80,200
		Charges For Services	63,049	150,000	230,200	80,200
		TOTAL - STORM DRAIN FUND	110,550	189,800	280,900	91,100
312	TRAFFIC IMPACT CAPITAL FUND					
49311		INTEREST ON INVESTMENTS	53,985	44,800	61,700	16,900
		Use of Money and Property	53,985	44,800	61,700	16,900
49409		DEVELOPER FEES	99,947	204,600	493,400	288,800
49412		FAIR SHARE CONTRIBUTION	53,715	-	-	-
		Developer Contribution	153,662	204,600	493,400	288,800
		TOTAL - TRAFFIC IMPACT CAPITAL FUND	207,647	249,400	555,100	305,700
315	FIRE FACILITIES FUND					
49311		INTEREST ON INVESTMENTS	66,813	56,100	73,400	17,300
		Use of Money and Property	66,813	56,100	73,400	17,300
49409		DEVELOPER FEES	59,610	248,500	365,900	117,400
		Developer Contribution	59,610	248,500	365,900	117,400
		TOTAL - FIRE FACILITIES FUND	126,423	304,600	439,300	134,700
316	GENERAL FACILITIES FUND					
49311		INTEREST ON INVESTMENTS	2,493	3,000	100	(2,900)
		Use of Money and Property	2,493	3,000	100	(2,900)
49409		DEVELOPER FEES	12,667	30,300	45,800	15,500
		Developer Contribution	12,667	30,300	45,800	15,500
		TOTAL - GENERAL FACILITIES FUND	15,160	33,300	45,900	12,600
318	PUBLIC MEETING FACILITIES					
49311		INTEREST ON INVESTMENTS	30,085	24,800	38,900	14,100
		Use of Money and Property	30,085	24,800	38,900	14,100
49409		DEVELOPER FEES	137,439	275,600	387,700	112,100
		Developer Contribution	137,439	275,600	387,700	112,100
		TOTAL - PUBLIC MEETING FACILITIES	167,524	300,400	426,600	126,200
319	PUBLIC LIBRARY FACILITIES					
49311		INTEREST ON INVESTMENTS	1,286	1,100	1,300	200
		Use of Money and Property	1,286	1,100	1,300	200
		TOTAL - PUBLIC LIBRARY FACILITIES	1,286	1,100	1,300	200
323	ART IN PUBLIC PLACES					
49311		INTEREST ON INVESTMENTS	6,960	5,800	9,200	3,400
		Use of Money and Property	6,960	5,800	9,200	3,400
49409		DEVELOPER FEES	57,021	107,900	148,200	40,300
		Developer Contribution	57,021	107,900	148,200	40,300
		TOTAL - ART IN PUBLIC PLACES	63,981	113,700	157,400	43,700
328	FEDERAL/STATE CONSTRUCTION					
49311		INTEREST ON INVESTMENTS	2,319	2,000	2,400	400
		Use of Money and Property	2,319	2,000	2,400	400

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
49360		STATE GRANTS	-	-	-	-
49803		REFUNDS & REIMBURSEMENTS	-	-	-	-
		Intergovernmental	-	-	-	-
		TOTAL - FEDERAL/STATE CONSTRUCTION	2,319	2,000	2,400	400
343		SPECIAL PROJECTS CONSTN FUND				
49311		INTEREST ON INVESTMENTS	103,462	109,700	73,600	(36,100)
		Use of Money and Property	103,462	109,700	73,600	(36,100)
49520		TRANSFERS IN	-	-	-	-
		Operating Transfer In	-	-	-	-
49854		LOAN REPAYMENT	1,065,446	1,065,400	1,065,400	-
		Proceeds From Ltd	1,065,446	1,065,400	1,065,400	-
		TOTAL - SPECIAL PROJECTS CONSTN FUND	1,168,908	1,175,100	1,139,000	(36,100)
345		CAPITAL PROJ SA BOND PROCEEDS				
49904		CONTRIB/COST SHARE-OTHER GOVT	-	-	-	-
		Intergovernmental	-	-	-	-
49311		INTEREST ON INVESTMENTS	23,542	20,000	17,800	(2,200)
		Use of Money and Property	23,542	20,000	17,800	(2,200)
		TOTAL - CAPITAL PROJ SA BOND PROCEEDS	23,542	20,000	17,800	(2,200)
405		SEWER ENTERPRISE FUND				
49311		INTEREST ON INVESTMENTS	124,635	102,200	141,000	38,800
		Use of Money and Property	124,635	102,200	141,000	38,800
49472		LOMA LINDA SEWER SVC CHARGE	2,203,312	2,200,000	2,200,000	-
49473		SAN BERNARDINO SEWER SVC CHARG	2,873,607	3,223,600	3,223,600	-
49474		INVOICED SERVICES LL	496,591	430,000	528,200	98,200
49475		INVOICED SEVICES SB	585,767	516,100	676,400	160,300
49803		REFUNDS & REIMBURSEMENTS	1,203	2,000	2,000	-
49804		MISCELLANEOUS REVENUE	75,087	60,000	82,600	22,600
		Charges For Services	6,235,568	6,431,700	6,712,800	281,100
49520		TRANSFERS IN	182,222	-	-	-
		Operating Transfer In	182,222	-	-	-
		TOTAL - SEWER ENTERPRISE FUND	6,542,424	6,533,900	6,853,800	319,900
417		SEWER CAPITAL FUND				
49311		INTEREST ON INVESTMENTS	18,640	15,500	11,500	(4,000)
		Use of Money and Property	18,640	15,500	11,500	(4,000)
49409		DEVELOPER FEES	87,315	247,900	354,400	106,500
		Developer Contribution	87,315	247,900	354,400	106,500
		TOTAL - SEWER CAPITAL FUND	105,955	263,400	365,900	102,500
438		WATER ACQUISITION - EXPANSION				
49311		INTEREST ON INVESTMENTS	139,514	81,900	91,600	9,700
49313		INTEREST FROM OTHER AGENCIES	31,526	30,000	30,000	-
		Use of Money and Property	171,040	111,900	121,600	9,700
49782		WATER DEVELOPMENT FEES	461,280	1,374,200	1,751,400	377,200
		Charges For Services	461,280	1,374,200	1,751,400	377,200
		TOTAL - WATER ACQUISITION - EXPANSION	632,320	1,486,100	1,873,000	386,900

CITY OF LOMA LINDA
SUMMARY OF REVISED REVENUES - MID-YEAR
FISCAL YEAR 2024-2025

FUND/ ACCT	FUND NAME	ACCOUNT DESCRIPTION	2024 ACTUALS	2025 ADJUSTED BUDGET	2025 REVISED	CHANGE
440	LL CONNECTED COMMUNITIES PROG					
49311		INTEREST ON INVESTMENTS	9,091	7,700	11,500	3,800
		Use of Money and Property	9,091	7,700	11,500	3,800
49520		TRANSFERS IN	-	-	-	-
		Operating Transfer In	-	-	-	-
49455		NETWORK INFRA. CERTIFICATION	7,650	1,800	8,400	6,600
49530		INTERNET ACCESS	79,906	83,100	83,100	-
49531		COMMERCIAL SERVICES	219,594	223,600	223,600	-
49532		TECHNICAL SERVICES	20,880	22,900	22,900	-
49770		MISCELLANEOUS SERVICES	-	400	400	-
49803		REFUNDS & REIMBURSEMENTS	-	100	100	-
49804		MISCELLANEOUS REVENUE	1,173	1,600	1,600	-
		Charges For Services	329,202	333,500	340,100	6,600
		TOTAL - LL CONNECTED COMMUNITIES PRO	338,293	341,200	351,600	10,400
465	WATER ENTERPRISE FUND					
49310		INTEREST ON LEASES - GASB 87	55,154	53,100	49,000	(4,100)
49311		INTEREST ON INVESTMENTS	189,443	161,800	227,000	65,200
49312		INTERES FROM FISCAL AGENT	13,262	12,000	12,000	-
49318		LEASE INCOME - GASB 87	89,473	89,500	77,000	(12,500)
		Use of Money and Property	347,333	316,400	365,000	48,600
49520		TRANSFERS IN	5,989,343	-	-	-
		Operating Transfer In	5,989,343	-	-	-
49700		WATER SALES	6,608,938	7,117,300	7,351,000	233,700
49710		UTILITY SERVICE (INVOICED)	22,867	20,000	20,000	-
49741		INSTALLATION - CONNECTION FEES	4,815	10,000	37,000	27,000
49742		UTILITY ACCOUNT SETUP FEE	26,415	29,300	29,300	-
49770		MISCELLANEOUS SERVICES	5,749	5,000	5,000	-
		Charges For Services	6,668,784	7,181,600	7,442,300	260,700
49775		HYDRANT METER RENTAL	10,213	10,000	10,000	-
49803		REFUNDS & REIMBURSEMENTS	544,017	440,000	440,000	-
49804		MISCELLANEOUS REVENUE	92,484	80,000	101,800	21,800
49824		DAMAGE CLAIM RECOVERIES	-	3,000	14,200	11,200
49827		GAIN ON ASSET DISPOSAL	-	-	-	-
		Other	646,713	533,000	566,000	33,000
		TOTAL - WATER ENTERPRISE FUND	13,652,173	8,031,000	8,373,300	342,300
		GRAND TOTAL	\$ 56,021,871	\$ 52,639,600	\$ 58,081,000	\$ 5,441,400

City of Loma Linda
FY 2025 Mid-Year Expenditure Adjustments
Totals by Funds and Department

Funds & Departments	Fund/Account #	Account Title	INCREASE	DECREASE	Departmental Net Change	Descriptions/Reasons
General Fund						
Administration						
	0011000-50500	Benefits		(100.00)	(100.00)	Benefits recalculation based on position changes and estimated actuals
	0011000-51810	Travel, Meetings & Training	3,000.00		3,000.00	Travel is expected to be higher than the budgeted amount
	CITY COUNCIL				2,900.00	
	0011100-50010	Salaries Regular	2,400.00		2,400.00	Salaries recalculation based on position changes and estimated actuals
	0011100-50500	Benefits	100.00		100.00	Benefits recalculation based on position changes and estimated actuals
	0011100-51550	Software and Software Licenses		(10,000.00)	(10,000.00)	Software is expected to be less than the budgeted amount
	0011100-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	CITY CLERK				(7,600.00)	
	0011200-50010	Salaries Regular		(63,700.00)	(63,700.00)	Salaries recalculation based on position changes and estimated actuals
	0011200-50500	Benefits		(16,400.00)	(16,400.00)	Benefits recalculation based on position changes and estimated actuals
	0011200-51410	Repairs & Maint - Auto Equip	400.00		400.00	Cover expenses for remainder of year
	0011200-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0011200-51820	Professional Services		(16,900.00)	(16,900.00)	Full budgeted amount not needed for Class & Compensation Study
	0011200-51880	Contribution to Services	100.00		100.00	Recalculated based on revised budgeted expenditures
	CITY MANAGER				(96,600.00)	
	0011400-50010	Salaries Regular		(3,900.00)	(3,900.00)	Salaries recalculation based on position changes and estimated actuals
	0011400-50500	Benefits		(1,700.00)	(1,700.00)	Benefits recalculation based on position changes and estimated actuals
	0011400-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0011400-51830	Contractual Agreements	33,700.00		33,700.00	Accounting software migration to software as a service (SAAS)
	0011400-51830	Contractual Agreements		(200.00)	(200.00)	Request from the Information Systems Department
	0011400-51880	Contribution to Services	100.00		100.00	Recalculated based on revised budgeted expenditures
	FINANCE DEPARTMENT				27,900.00	
	0011500-50010	Salaries Regular	1,900.00		1,900.00	Salaries recalculation based on position changes and estimated actuals
	0011500-50020	Salaries Part-Time/Temporary	500.00		500.00	Salaries recalculation based on position changes and estimated actuals
	0011500-50500	Benefits	900.00		900.00	Benefits recalculation based on position changes and estimated actuals
	0011500-51520	Membership, Dues & Subscript.	500.00		500.00	Membership dues
	0011500-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0011500-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0011500-51880	Contribution to Services	400.00		400.00	Recalculated based on revised budgeted expenditures
	INFORMATION SYSTEMS				4,000.00	
	0011940-51520	Membership, Dues & Subscript.	900.00		900.00	SCAG membership & The Sun newspaper subscription fees
	0011940-51860	Insurance	21,200.00		21,200.00	To update retrospective insurance adjustment estimate
	GENERAL GOVERNMENT				22,100.00	
	0012000-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0012000-51830	Contractual Agreements	74,000.00		74,000.00	Sheriff services - additional general services and overtime
	0012000-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	POLICE SERVICES				73,800.00	
	0015500-51120	Utilities	7,600.00		7,600.00	Cover expenses for remainder of year
	0015500-51310	Repairs & Maint - Bldgs	12,000.00		12,000.00	Unanticipated repairs
	0015500-51310	Repairs & Maint - Bldgs	8,000.00		8,000.00	Upgrade to LED Lighting
	0015500-51830	Contractual Agreements	500.00		500.00	Fire Alarm & pest control contract increase
	0015500-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0015500-58220	Machinery & Equipment	35,000.00		35,000.00	10.5 Ton HVAC Unit
	SENIOR CENTER				63,000.00	
Total Administration					89,500.00	
Community Development						
	0011600-50010	Salaries Regular	1,700.00		1,700.00	Salaries recalculation based on position changes and estimated actuals
	0011600-50500	Benefits	1,000.00		1,000.00	Benefits recalculation based on position changes and estimated actuals

City of Loma Linda
 FY 2025 Mid-Year Expenditure Adjustments
 Totals by Funds and Department

Funds & Departments	Fund/Account #	Account Title	INCREASE	DECREASE	Departmental Net Change	Descriptions/Reasons
	0011600-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0011600-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0011600-51880	Contribution to Services	400.00		400.00	Recalculated based on revised budgeted expenditures
	PLANNING				2,900.00	
	0011650-50010	Salaries Regular	1,400.00		1,400.00	Salaries recalculation based on position changes and estimated actuals
	0011650-50500	Benefits	100.00		100.00	Benefits recalculation based on position changes and estimated actuals
	0011650-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0011650-51820	Professional Services	42,100.00		42,100.00	Building permit contractual services
	0011650-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	BUILDING & SAFETY				43,400.00	
Total Community Development					46,300.00	
Fire Department						
	0012050-50010	Salaries Regular		(13,100.00)	(13,100.00)	Salaries recalculation based on position changes and estimated actuals
	0012050-50500	Benefits		(5,300.00)	(5,300.00)	Benefits recalculation based on position changes and estimated actuals
	0012050-50110	Salaries - Over Time	4,800.00		4,800.00	Overtime recalculation based on estimated actuals
	0012050-51410	Repairs & Maint - Auto Equip	500.00		500.00	Amount required for remainder of fiscal year
	0012050-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0012050-51820	Professional Services	1,000.00		1,000.00	Veterinary services feral cats
	0012050-51830	Contractual Agreements	2,000.00		2,000.00	Pet licensing provider processing fees
	0012050-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	CODE ENFORCEMENT/ANIMAL CONTROL				(10,300.00)	
	0012060-50010	Salaries Regular		(3,100.00)	(3,100.00)	Salaries recalculation based on position changes and estimated actuals
	0012060-50500	Benefits	5,700.00		5,700.00	Benefits recalculation based on position changes and estimated actuals
	0012060-50110	Salaries - Over Time	4,800.00		4,800.00	Overtime recalculation based on estimated actuals
	0012060-51110	Communications - Telephone	500.00		500.00	Amount required for remainder of fiscal year
	PARKING				7,900.00	
	0012070-50010	Salaries Regular	2,900.00		2,900.00	Salaries recalculation based on position changes and estimated actuals
	0012070-50500	Benefits		(400.00)	(400.00)	Benefits recalculation based on position changes and estimated actuals
	0012070-50110	Salaries - Over Time	14,200.00		14,200.00	Overtime recalculation based on estimated actuals
	0012070-51110	Communications - Telephone	900.00		900.00	Amount required for remainder of fiscal year
	0012070-51820	Professional Services	6,000.00		6,000.00	Fee study for increase in plan ck fees
	FIRE PREVENTION				23,600.00	
	0012110-50010	Salaries Regular	3,000.00		3,000.00	Salaries recalculation based on position changes and estimated actuals
	0012110-50500	Benefits		(8,100.00)	(8,100.00)	Benefits recalculation based on position changes and estimated actuals
	0012110-50110	Salaries - Over Time	1,461,800.00		1,461,800.00	Amt OT req for remainder of FY Overtime Budget based on W/C & Mutual Aic
	0012110-50550	Tuition Reimbursement	4,000.00		4,000.00	Amount required for remainder of fiscal year
	0012110-51110	Communications - Telephone	2,000.00		2,000.00	Amount required for remainder of fiscal year
	0012110-51120	Utilities	8,000.00		8,000.00	Amount required for remainder of fiscal year
	0012110-51300	Repairs & Maint - Cap Facilities	7,600.00		7,600.00	9/11 Memorial water pump/ STA251 Water heater
	0012110-51410	Repairs & Maint - Auto Equip	10,000.00		10,000.00	Amount required for remainder of fiscal year
	0012110-51550	Software and Software Licenses		(200.00)	(200.00)	Request from the Information Systems Department
	0012110-51670	Small Tools	5,000.00		5,000.00	VHF radio batteries & Chargers
	0012110-51830	Contractual Agreements		(200.00)	(200.00)	Request from the Information Systems Department
	0012110-51860	Insurance	1,200.00		1,200.00	To update retrospective insurance adjustment estimate
	0012110-51870	Materials & Other Services	3,000.00		3,000.00	Stella care cost & food
	0012110-51880	Contribution to Services	2,200.00		2,200.00	Recalculated based on revised budgeted expenditures
	FIRE SUPPRESION				1,499,300.00	
	0012130-50010	Salaries Regular	200.00		200.00	Salaries recalculation based on position changes and estimated actuals
	0012130-50500	Benefits		(800.00)	(800.00)	Benefits recalculation based on position changes and estimated actuals
	0012130-50110	Salaries - Over Time	14,200.00		14,200.00	Overtime recalculation based on estimated actuals
	0012130-51110	Communications - Telephone	1,700.00		1,700.00	Amount required for remainder of fiscal year
	0012130-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department

City of Loma Linda
 FY 2025 Mid-Year Expenditure Adjustments
 Totals by Funds and Department

Funds & Departments	Fund/Account #	Account Title	INCREASE	DECREASE	Departmental Net Change	Descriptions/Reasons
	0012130-51830	Contractual Agreements	5,300.00		5,300.00	
		DISASTER PREPAREDNESS			20,500.00	
Total Fire Department					1,541,000.00	
Public Works						
	0013030-50010	Salaries Regular	100.00		100.00	Salaries recalculation based on position changes and estimated actuals
	0013030-51120	Utilities	1,800.00		1,800.00	Utility expenses for remainder of year
	0013030-51300	Repairs & Maint - Cap Facilities	5,000.00		5,000.00	Cover expenses for traffic signal repairs
	0013030-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0013030-51670	Small Tools	500.00		500.00	Two 3-tier lockers
	0013030-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0013030-51880	Contribution to Services	100.00		100.00	Recalculated based on revised budgeted expenditures
	0013030-58220	Machinery & Equipment	6,000.00		6,000.00	Repeater for Emergency Radios (split with streets, parks, sewer & water)
		TRAFFIC SAFETY			13,300.00	
	0013100-50010	Salaries Regular	2,500.00		2,500.00	Salaries recalculation based on position changes and estimated actuals
	0013100-51120	Utilities	400.00		400.00	Utility expenses for remainder of year
	0013100-51810	Travel, Meeting & Training	700.00		700.00	Cover shortfall in account
	0013100-51820	Professional Services	16,500.00		16,500.00	Engineering services & Tract Maps for remainder of year
	0013100-51880	Contribution to Services	100.00		100.00	Recalculated based on revised budgeted expenditures
		ENGINEERING			20,200.00	
	0013200-50010	Salaries Regular		(45,600.00)	(45,600.00)	Salaries recalculation based on position changes and estimated actuals
	0013200-50500	Benefits		(34,000.00)	(34,000.00)	Benefits recalculation based on position changes and estimated actuals
	0013200-50110	Salaries - Over Time	9,500.00		9,500.00	Cover OT expenses for remainder of year
	0013200-51120	Utilities	1,900.00		1,900.00	Cover expenses for remainder of year
	0013200-51300	Repairs & Maint - Cap Facilities	8,000.00		8,000.00	Replace old residential signs & harward
	0013200-58220	Machinery & Equipment	30,000.00		30,000.00	Street name signs for three traffic signals (total of 12 signs)
	0013200-51410	Repairs & Maint - Auto Equip	5,000.00		5,000.00	Repair leaking cylinder on dump truck (ST126)
	0013200-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0013200-51630	Motor fuels & lubricants	2,800.00		2,800.00	Fuel costs for remainder of year
	0013200-51670	Small Tools	500.00		500.00	Two 3-tier lockers
	0013200-51670	Small Tools	25,800.00		25,800.00	Emergency Radios for 14 vehicles/Equipment
	0013200-51810	Travel, Meetings & Training	3,000.00		3,000.00	Mandated training
	0013200-51830	Contractual Agreements	1,400.00		1,400.00	Fuel Management System & Weed abatement on Mtn View Exit
	0013200-51830	Contractual Agreements		(200.00)	(200.00)	Request from the Information Systems Department
	0013200-51880	Contribution to Services	2,400.00		2,400.00	Recalculated based on revised budgeted expenditures
	0013200-58210	Automotive Equipment	7,000.00		7,000.00	Dump Trailer for green waste and aggregate (cost shared with Parks)
	0013200-58220	Machinery & Equipment	30,000.00		30,000.00	Replace Battery Back-up Systems for three intersections
	0013200-58220	Machinery & Equipment	21,000.00		21,000.00	Concrete Grinder & Repeater for emergency radios
		STREETS			68,400.00	
	0013400-50010	Salaries Regular	2,200.00		2,200.00	Salaries recalculation based on position changes and estimated actuals
	0013400-51110	Communications - Telephone	200.00		200.00	Cover expenses for remainder of year
	0013400-51310	Repairs & Maint - Bldgs	20,000.00		20,000.00	Roof Maintenance
	0013400-51310	Repairs & Maint - Bldgs	11,000.00		11,000.00	Remodel Shower @ Corp Yard
	0013400-51310	Repairs & Maint - Bldgs	16,700.00		16,700.00	LED lighting upgrade for Library, Community Room & Council Chamber
	0013400-51310	Repairs & Maint - Bldgs	6,000.00		6,000.00	Civic Center exterior electrical
	0013400-51310	Repairs & Maint - Bldgs	4,500.00		4,500.00	Replace damaged fountain pump for Civic Center
	0013400-51310	Repairs & Maint - Bldgs	700.00		700.00	Replace Community Room damaged shade
	0013400-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	0013400-51830	Contractual Agreements	1,700.00		1,700.00	Fire Alarm, Fuel Management, Pest Control contract increases
	0013400-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0013400-51870	Materials & Other Services	600.00		600.00	AQMD ICE fees for new Civic Center generator
	0013400-51880	Contribution to Services	100.00		100.00	Recalculated based on revised budgeted expenditures
	0013400-58220	Machinery & Equipment	16,000.00		16,000.00	HVAC Replacement for Community Room
		FACILITIES			79,500.00	

City of Loma Linda
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Funds & Departments	Fund/Account #	Account Title	INCREASE	DECREASE	Departmental Net Change	Descriptions/Reasons
	0013600-50010	Salaries Regular		(2,500.00)	(2,500.00)	Salaries recalculation based on position changes and estimated actuals
	0013600-50500	Benefits		(600.00)	(600.00)	Benefits recalculation based on position changes and estimated actuals
	0013600-51830	Contractual Agreements	12,800.00		12,800.00	Cover payment processing, credit card fees and refuse increase
	0013600-51830	Contractual Agreements	5,600.00		5,600.00	Accounting software migration to software as a service (SAAS)
	0013600-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0013600-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	REFUSE				15,100.00	
	0013610-50010	Salaries Regular	200.00		200.00	Request from the Information Systems Department
	RECYCLING				200.00	
	0014200-50010	Salaries Regular	52,300.00		52,300.00	Salaries recalculation based on position changes and estimated actuals
	0014200-50500	Benefits	34,600.00		34,600.00	Benefits recalculation based on position changes and estimated actuals
	0014200-51120	Utilities	67,400.00		67,400.00	Utility expenses for remainder of year
	0014200-51300	Repairs & Maint. Cap. Facilities	50,000.00		50,000.00	Play fiber, drinking fountains, irrigation, rock, & picnic table:
	0014200-51410	Repairs & Maint - Auto Equip	3,000.00		3,000.00	Repair body damage on PK546 vehicle
	0014200-51550	Software and Software Licenses		(200.00)	(200.00)	Request from the Information Systems Department
	0014200-51620	Uniforms - Safety Equipment	1,000.00		1,000.00	Cover expenses for remainder of year
	0014200-51670	Small Tools	2,600.00		2,600.00	Two 3-Tier lockers & cover expenses for remainder of year
	0014200-51670	Small Tools	25,800.00		25,800.00	Emergency Radios for 14 vehicles/Equipment
	0014200-51830	Contractual Agreements	14,800.00		14,800.00	Gopher contract inadvertently deleted from original budget
	0014200-51830	Contractual Agreements		(300.00)	(300.00)	Request from the Information Systems Department
	0014200-51880	Contribution to Services	900.00		900.00	Recalculated based on revised budgeted expenditures
	0014200-58210	Automotive Equipment	7,000.00		7,000.00	Dump Trailer for green waste and aggregate (cost shared with Streets)
	0014200-58220	Machinery & Equipment	6,000.00		6,000.00	Repeater for Emergency Radios (split with traffic safety, streets, sewer & water)
	PARKS				264,900.00	
	0014400-50010	Salaries Regular	100.00		100.00	Salaries recalculation based on position changes and estimated actuals
	0014400-50500	Benefits	100.00		100.00	Benefits recalculation based on position changes and estimated actuals
	0014400-50600	Credits from Other Departments		(1,800.00)	(1,800.00)	Recalculated based on revised budgeted expenditures
	0014400-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	0014400-51870	Materials & Other Services	100.00		100.00	Shop Soap and mat rental
	0014400-58200	Credits from Other Departments		(16,000.00)	(16,000.00)	Recalculated based on revised budgeted expenditures
	0014400-58220	Machinery & Equipment	9,500.00		9,500.00	Air conditioning recycling and refilling machine
	0014400-58220	Machinery & Equipment	6,500.00		6,500.00	Snap On Triton vehicle scanning machine
	FLEET MAINTENANCE				(1,600.00)	
Total Public Works					460,000.00	
Total General Fund			2,384,400.00	(247,600.00)	2,136,800.00	
Special Revenue Funds						
	1077300-51890	Transfers Out	9,500.00		9,500.00	Fund 107 Transfer out
	GAS TAX FUND				9,500.00	
	1292800-51890	Transfers Out	1,900.00		1,900.00	Fund 129 transfer out
	TRAFFIC CONGESTION RELIEF FUND				1,900.00	
	1715200-51120	Utilities		(51,000.00)	(51,000.00)	Utilities account reduction, based on historical data
	1715200-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	1715200-51900	General Fund Overhead		(10,000.00)	(10,000.00)	Recalculated based on revised budgeted expenditures
	LANDSCAPE MAINTENANCE DISTRICT				(61,100.00)	
	1725100-50010	Salaries Regular	200.00		200.00	Salaries recalculation based on position changes and estimated actuals
	1725100-51860	Insurance	600.00		600.00	To update retrospective insurance adjustment estimate
	1725100-51900	General Fund Overhead	200.00		200.00	Recalculated based on revised budgeted expenditures
	STREETLIGHT MAINTENANCE DISTRICT				1,000.00	

City of Loma Linda
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 Totals by Funds and Department

Funds & Departments	Fund/Account #	Account Title	INCREASE	DECREASE	Departmental Net Change	Descriptions/Reasons
Total Special Revenue Funds					(48,700.00)	
Capital Projects Funds						
	3045320-51900	General Fund Overhead PARK ACQUISITION & DEVELOPMENT	18,000.00		<u>18,000.00</u> 18,000.00	Recalculated based on revised budgeted expenditures
	3095350-51900	General Fund Overhead STORM DRAIN FUND	1,900.00		<u>1,900.00</u> 1,900.00	Recalculated based on revised budgeted expenditures
	3122340-51900	General Fund Overhead TRAFFIC IMPACT FUND	10,700.00		<u>10,700.00</u> 10,700.00	Recalculated based on revised budgeted expenditures
Total Capital Projects Funds					30,600.00	
Enterprise Funds						
	4053500-50010	Salaries Regular		(19,200.00)	(19,200.00)	Salaries recalculation based on position changes and estimated actuals
	4053500-50500	Benefits		(4,800.00)	(4,800.00)	Benefits recalculation based on position changes and estimated actuals
	4053500-51550	Software and Software Licenses		(200.00)	(200.00)	Request from the Information Systems Department
	4053500-51670	Small Tools	3,700.00		3,700.00	Emergency Radios for 2 vehicles
	4053500-51820	Professional Services		(16,900.00)	(16,900.00)	Full budgeted amount not needed for Class & Compensation Study
	4053500-51830	Contractual Agreements	8,400.00		8,400.00	Accounting software migration to software as a service (SAAS)
	4053500-51830	Contractual Agreements		(300.00)	(300.00)	Request from the Information Systems Department
	4053500-51830	Contractual Agreements	160,200.00		160,200.00	Sewer Pass-thru fees
	4053500-51860	Insurance	3,600.00		3,600.00	To update retrospective insurance adjustment estimate
	4053500-51880	Contribution to Services	3,000.00		3,000.00	Recalculated based on revised budgeted expenditures
	4053500-51900	General Fund Overhead	28,800.00		28,800.00	Recalculated based on revised budgeted expenditures
	4053500-58220	Machinery & Equipment SEWER	6,000.00		<u>6,000.00</u> 172,300.00	Repeater for Emergency Radios (split with traffic safety, streets, parks & water)
	4173510-51900	General Fund Overhead SEWER CAPITAL	2,000.00		<u>2,000.00</u> 2,000.00	Recalculated based on revised budgeted expenditures
	4387200-51920	Interest	193,000.00		193,000.00	
	4387200-51900	General Fund Overhead WATER IMPROVEMENTS	266,100.00		<u>266,100.00</u> 459,100.00	Recalculated based on revised budgeted expenditures
	4405900-50010	Salaries Regular	100.00		100.00	Salaries recalculation based on position changes and estimated actuals
	4405900-50500	Benefits		(100.00)	(100.00)	Benefits recalculation based on position changes and estimated actuals
	4405900-51830	Contractual Agreements	1,900.00		1,900.00	Request from the Information Systems Department
	4405900-51860	Insurance LLCP	700.00		<u>700.00</u> 2,600.00	To update retrospective insurance adjustment estimate
	4657000-50010	Salaries Regular		(18,800.00)	(18,800.00)	Salaries recalculation based on position changes and estimated actuals
	4657000-50020	Salaries Part-Time/Temporary		(7,100.00)	(7,100.00)	Benefits recalculation based on position changes and estimated actuals
	4657000-50500	Benefits		(5,700.00)	(5,700.00)	Benefits recalculation based on position changes and estimated actuals
	4657000-51550	Software and Software Licenses		(200.00)	(200.00)	Request from the Information Systems Department
	4657000-51820	Professional Services		(16,900.00)	(16,900.00)	Full budgeted amount not needed for Class & Compensation Study
	4657000-51830	Contractual Agreements	4,700.00		4,700.00	Cover fuel Management subscription & public works software increase
	4657000-51830	Contractual Agreements	8,400.00		8,400.00	Accounting software migration to software as a service (SAAS)
	4657000-51830	Contractual Agreements		(200.00)	(200.00)	Request from the Information Systems Department
	4657000-51860	Insurance	18,200.00		18,200.00	To update retrospective insurance adjustment estimate
	4657000-51880	Contribution to Services	8,000.00		8,000.00	Recalculated based on revised budgeted expenditures
	4657000-51900	General Fund Overhead		(900.00)	(900.00)	Recalculated based on revised budgeted expenditures
	4657000-58220	Machinery & Equipment WATER ADMINISTRATION	6,000.00		<u>6,000.00</u> (4,500.00)	Repeater for Emergency Radios (split with traffic safety, streets, parks & sewer)
	4657010-50010	Salaries Regular		(25,200.00)	(25,200.00)	Salaries recalculation based on position changes and estimated actuals

City of Loma Linda
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Funds & Departments	Fund/Account #	Account Title	INCREASE	DECREASE	Departmental Net Change	Descriptions/Reasons
	4657010-50500	Benefits		(7,000.00)	(7,000.00)	Benefits recalculation based on position changes and estimated actuals
	4657010-51300	Repairs & Maint - Cap Facilities	50,800.00		50,800.00	Cover unanticipated expenses for remainder of year
	4657010-51550	Software and Software Licenses		(200.00)	(200.00)	Request from the Information Systems Department
	4657010-51670	Small Tools	11,100.00		11,100.00	Emergency Radios for 6 vehicles
	4657010-51820	Professional Services	1,900.00		1,900.00	Water loss report
	4657010-51830	Contractual Agreements	500.00		500.00	Vegetation control at well sites
	4657010-51830	Contractual Agreements		(200.00)	(200.00)	Request from the Information Systems Department
	4657010-51900	General Fund Overhead	12,300.00		12,300.00	Recalculated based on revised budgeted expenditures
	WATER PRODUCTION				44,000.00	
	4657020-50010	Salaries Regular	1,700.00		1,700.00	Salaries recalculation based on position changes and estimated actuals
	4657020-50500	Benefits	100.00		100.00	Benefits recalculation based on position changes and estimated actuals
	4657020-51420	Repairs & Maint - Equipment	6,200.00		6,200.00	Rear tires on backhoe 420E
	4657020-51550	Software and Software Licenses		(200.00)	(200.00)	Request from the Information Systems Department
	4657020-51670	Small Tools	9,300.00		9,300.00	Emergency Radios for 5 vehicles
	4657020-51830	Contractual Agreements		(200.00)	(200.00)	Request from the Information Systems Department
	4657020-51900	General Fund Overhead	3,100.00		3,100.00	Recalculated based on revised budgeted expenditures
	WATER TRANSMISSION & DISTRIBTN				20,000.00	
	4657030-50010	Salaries Regular	21,400.00		21,400.00	Salaries recalculation based on position changes and estimated actuals
	4657030-50500	Benefits	32,300.00		32,300.00	Benefits recalculation based on position changes and estimated actuals
	4657030-51410	Repairs & Maint - Automotive	2,000.00		2,000.00	Repair body damage on ME556 vehicle
	4657030-51550	Software and Software Licenses		(100.00)	(100.00)	Request from the Information Systems Department
	4657030-51670	Small Tools	1,900.00		1,900.00	Emergency radio
	4657030-51830	Contractual Agreements	1,800.00		1,800.00	Master Meter contract increase
	4657030-51830	Contractual Agreements		(100.00)	(100.00)	Request from the Information Systems Department
	4657030-51900	General Fund Overhead	10,600.00		10,600.00	Recalculated based on revised budgeted expenditures
	WATER - METERS				69,800.00	
Total Enterprise Funds					765,300.00	
			3,317,200.00	(433,200.00)	2,884,000.00	

**CITY OF LOMA LINDA
SUMMARY OF MID-YEAR BUDGET ADJUSTMENT
FISCAL YEAR 2024/2025**

ACCT	FUND - DEPT	ACTUAL 2023/2024	ADJUSTED 2024/2025	REVISED 2024/2025	CHANGE	% GF
GENERAL FUND						
ADMINISTRATION						
0011000	CITY COUNCIL	194,777	206,300	209,200	2,900	0.71%
0011100	CITY CLERK	164,817	215,500	207,900	(7,600)	0.71%
0011200	CITY MANAGER	419,370	742,300	645,700	(96,600)	2.19%
0011400	FINANCE	481,979	677,300	705,200	27,900	2.40%
0011500	INFORMATION SYSTEMS	150,320	152,500	156,500	4,000	0.53%
0011940	GENERAL GOVERNMENT	991,249	1,044,900	1,067,000	22,100	3.62%
0012000	POLICE SERVICES	7,480,542	7,362,800	7,436,600	73,800	25.26%
0015500	SENIOR CENTER	58,479	84,700	147,700	63,000	0.50%
	ADMINISTRATION	9,941,533	10,486,300	10,575,800	89,500	35.93%
COMMUNITY DEVELOPMENT						
0011600	PLANNING	392,316	555,400	558,300	2,900	1.90%
0011650	PLANNING - BUILDING & SAFETY	446,815	561,500	604,900	43,400	2.05%
	COMMUNITY DEVELOPMENT	839,131	1,116,900	1,163,200	46,300	3.95%
FIRE DEPARTMENT						
0012050	CODE ENFORCEMENT	211,867	282,600	272,300	(10,300)	0.93%
0012060	PARKING CONTROL	218,352	262,100	270,000	7,900	0.92%
0012070	FIRE PREVENTION	366,640	419,200	442,800	23,600	1.50%
0012110	FIRE & RESCUE SERVICES	8,813,547	8,632,700	10,132,000	1,499,300	34.42%
0012130	DISASTER PREPAREDNESS	218,685	269,200	289,700	20,500	0.98%
	FIRE DEPARTMENT	9,829,090	9,865,800	11,406,800	1,541,000	38.75%
PUBLIC WORKS						
0013030	STREETS & TRAFFIC SAFETY	296,289	291,100	304,400	13,300	1.03%
0013100	ENGINEERING	289,699	307,900	328,100	20,200	1.11%
0013200	STREET MAINTENANCE	1,377,398	1,127,300	1,195,700	68,400	4.06%
0013400	FACILITIES MAINTENANCE	576,812	549,000	628,500	79,500	2.14%
0013600	REFUSE	1,882,392	1,919,500	1,934,600	15,100	6.57%
0013610	RECYCLING	52,220	56,700	56,900	200	0.19%
0014200	PARKS	1,167,881	1,577,700	1,842,600	264,900	6.26%
0014400	VEHICLE MAINTENANCE	880	1,600	-	(1,600)	0.00%
	PUBLIC WORKS	5,643,571	5,830,800	6,290,800	460,000	21.37%
	TOTAL - GENERAL FUND	26,253,326	27,299,800	29,436,600	2,136,800	100.0%
ENTERPRISE OPERATION FUNDS						
SEWER OPERATIONS						
4053500	SEWER	6,178,303	6,938,800	7,111,100	172,300	
	SEWER OPERATIONS TOTAL	6,178,303	6,938,800	7,111,100	172,300	
LL CONNECTED COMMUNITIES						
4405900	LL CONNECTED COMMUNITIES PROG	1,025,311	1,188,500	1,191,100	2,600	
	LL CONNECTED COMMUNITIES TOTAL	1,025,311	1,188,500	1,191,100	2,600	
WATER OPERATIONS						
4657000	WATER ADMINISTRATION	9,663,867	3,722,000	3,717,500	(4,500)	
4657010	WATER PRODUCTION	3,823,516	4,947,800	4,991,800	44,000	
4657020	WATER TRANSMISSION & DISTRIBTN	942,237	1,588,800	1,608,800	20,000	
4657030	WATER - METERS	306,908	386,000	455,800	69,800	
	WATER OPERATIONS TOTAL	14,736,528	10,644,600	10,773,900	129,300	
	TOTAL - ENTERPRISE OPERATION FUNDS	21,940,142	18,771,900	19,076,100	304,200	
ENTERPRISE CAPITAL FUNDS						
SEWER CAPITAL						
4173510	SEWER CAPITAL	217,755	368,500	370,500	2,000	
	SEWER CAPITAL TOTAL	217,755	368,500	370,500	2,000	
WATER CAPITAL						
4387200	WATER IMPROVEMENTS	7,257,546	1,171,700	1,630,800	459,100	
	WATER CAPITAL TOTAL	7,257,546	1,171,700	1,630,800	459,100	
	TOTAL - ENTERPRISE CAPITAL FUNDS	7,475,301	1,540,200	2,001,300	461,100	

**CITY OF LOMA LINDA
SUMMARY OF MID-YEAR BUDGET ADJUSTMENT
FISCAL YEAR 2024/2025**

ACCT	FUND - DEPT	ACTUAL 2023/2024	ADJUSTED 2024/2025	REVISED 2024/2025	CHANGE	% GF
SPECIAL REVENUE FUNDS						
1066300	TRAFFIC SAFETY	48,121	55,200	55,200	-	
1077300	GAS TAX	1,322,874	1,345,900	1,355,400	9,500	
1085330	CASp - CERT & TRAINING	662	1,000	1,000	-	
1265340	MEASURE I	613,479	742,800	742,800	-	
1275345	MEASURE I MSART	191,510	587,600	587,600	-	
1292800	TRAFFIC CONGESTION RELIEF GRANT	-	-	1,900	1,900	
1715200	LANDSCAPE MAINTENANCE DIST 1	533,852	830,800	769,700	(61,100)	
1725100	STREET LIGHT DISTRICT	389,080	458,100	459,100	1,000	
	TOTAL - SPECIAL REVENUE FUNDS	3,099,579	4,021,400	3,972,700	(48,700)	
GRANT FUNDS						
1105365	AIR QUALITY MGMT DISTRICT	38,685	29,200	29,200	-	
1215367	AMER RESCUE PLAN ACT	-	-	-	-	
1325400	CDBG GRANT	329,016	131,000	131,000	-	
1355430	C.O.P.S.	189,969	233,400	233,400	-	
1375360	MISC GRANTS	16,810	418,800	418,800	-	
3283300	FEDERAL/STATE CONSTRUCTION	-	-	-	-	
	TOTAL - GRANT FUNDS	574,481	812,400	812,400	-	
CAPITAL PROJECTS FUNDS						
3045320	PARK ACQUISITION & DEVELOPMENT	43,501	330,000	348,000	18,000	
3095350	STORM DRAIN	15,421	73,400	75,300	1,900	
3122340	TRAFFIC IMPACT CAPITAL	146,765	434,600	445,300	10,700	
3162350	GENERAL FACILITIES	122,327	23,900	23,900	-	
3232550	ART IN PUBLIC PLACES	54,784	59,800	59,800	-	
3435980	SPECIAL PROJECTS CONSTRUCTION	2,609	18,600	18,600	-	
3452400	CAPITAL PROJ SA BOND PROCEEDS	510,874	23,900	23,900	-	
	TOTAL - CAPITAL PROJECTS FUNDS	896,282	964,200	994,800	30,600	
PUBLIC FINANCING AUTHORITY						
2507500	PUBLIC FINANCING AUTHORITY	-	400	400	-	
	TOTAL - PUBLIC FINANCING AUTHORITY	-	400	400	-	
LOMA LINDA HOUSING AUTHORITY						
1801800	LOMA LINDA HOUSING AUTHORITY	62,824	175,000	175,000	-	
	TOTAL - LOMA LINDA HOUSING AUTHORITY	62,824	175,000	175,000	-	
	TOTAL - CITY	\$ 60,301,935	\$ 53,585,300	\$ 56,469,300	\$ 2,884,000	



A. Demands Registers January 28 and February 11, 2025 [Finance]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3A.
To	From
City Council	Sonia Fabela, Finance Director

RECOMMENDATION:

It is recommended that the City Council approve the attached list of demands for payment.

Attachments

[CC DR 01-28-2025.pdf](#)

[CC DR 02-11-2025.pdf](#)



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708874	1/9/2025	5502	FRONTIER COMMUNICATIONS	9097991480 Jan 25		Phone costs 12/28-1/27/25 Senior Center Fire Alarm	\$171.02
708874 Total							\$171.02
708875	1/9/2025	7586	JACQUELINE PETERSON	BL19634 Refund		BL19634 Business license tax credit	\$1.00
708875 Total							\$1.00
708876	1/9/2025	5144	JAMES D. HUSS JR.	24072 24070	1250154	Weed abatement fr APN 028403220 completed 11/19/24 Weed abatement for APN 028-438-401	\$210.00 \$560.00
708876 Total							\$770.00
708877	1/9/2025	7269	QUADIENT FINANCE USA, INC.	INV17589579	1250493	Ink for postage machine	\$209.84
708877 Total							\$209.84
708878	1/9/2025	1245	SO CALIF EDISON	700620519956 Dec 24		Electricity costs 12/3-1/2/2025	\$2,317.32
708878 Total							\$2,317.32
708879	1/9/2025	26	VERIZON WIRELESS	6102330949 Dec 24		City-wide cell phone service 11/29-12/28/2024	\$3,057.97
708879 Total							\$3,057.97
708880	1/9/2025	7407	VITAL RECORDS HOLDINGS, LLC	4596390	1250491	Document Management Software Annual Maint	\$8,069.95
708880 Total							\$8,069.95
708881	1/14/2025	110	BURTRONICS BUSINESS SYSTEM	AR120217 AR118566	1250057	rate charge for the 1/1/2025 to 1/31/2025 billing Printer charges 10/1 to 10/31/2024 billing period	\$164.06 \$195.63
708881 Total							\$359.69
708882	1/14/2025	4935	DIVISION OF THE STATE ARCHITEC	DSA 786 Oct-Dec 2024		Disability Access & Education Fee Oct-Dec 2024	\$282.40
708882 Total							\$282.40
708883	1/14/2025	7105	MARIA MURO	Tuition Reimb Fall		Tuition Reimbursement Fall Semester 2024	\$2,905.67
708883 Total							\$2,905.67
708884	1/14/2025	7444	PACKET FUSION, INC.	Q2979019		Zoom Phone US/Canada Phone Numbers Annual x1	\$41.51
708884 Total							\$41.51



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708885	1/17/2025	840	CITY OF SAN BERNARDINO	90878-00 Dec 2024 132-00 Dec 2024	1250062	1516 Gould Street 12/2/24 - 1/3/25 1415 Richardson St 12/3/24 - 1/6/25	\$51.59 \$4,841.94 708885 Total \$4,893.53
708886	1/17/2025	5502	FRONTIER COMMUNICATIONS	9097964692 Jan 25		Phone costs Corp Yard Intrusion 1/4-2/3/2025	\$119.21 708886 Total \$119.21
708887	1/17/2025	5502	FRONTIER COMMUNICATIONS	9094785042 Jan 25		Phone costs Cole House Fire Alarm 1/4-2/3/2025	\$214.82 708887 Total \$214.82
708888	1/17/2025	5502	FRONTIER COMMUNICATIONS	9097997651 Jan 25		Phone costs 1/1-1/31/2025	\$54.47 708888 Total \$54.47
708889	1/17/2025	7583	JIMMEL FABRA	121424 REIMB		Refund for the Community Room	\$60.00 708889 Total \$60.00
708890	1/17/2025	1245	SO CALIF EDISON	700394531780 Nov/Dec 700920432640 Nov/Dec 700396836845 Nov/Dec 700162747250 Dec 24 700123951189 Dec 24 700044797169 Dec 24 700491039205 Dec 24 700920012106 Dec 24 700919909648 Dec 24 700228421001 Dec 24 700921912191 Dec 24		Electricity costs 10/30-12/29/2024 Electricity costs 10/30-12/29/2024 Electricity costs 10/30-12/29/2024 Electricity costs 12/5-1/5/2025 Electricity costs 12/5-1/5/2025 Electricity costs 12/6-1/6/2025 Electricity costs 12/6-1/6/2025 Electricity costs 12/11-1/10/2025 Electricity costs 12/11-1/10/2025 Electricity costs 12/11-1/10/2025 Electricity costs 12/11-1/10/2025 Electricity costs 12/11-1/10/2025	\$4,310.40 \$2,533.48 \$74,302.81 \$635.37 \$303.22 \$19,377.60 \$4,837.68 \$27.29 \$493.83 \$198.36 \$527.01 708890 Total \$107,547.05
708891	1/17/2025	1261	THE GAS COMPANY	06872460008 Dec 24 10232459007 Dec 24 10022459001 Dec 24 14642464003 Dec 24		Gas costs 12/4-1/4/2025 Gas costs 12/4-1/4/2025 Gas costs 12/4-1/4/2025 Gas costs 12/3-1/3/2025	\$100.88 \$643.89 \$934.28 \$112.79 708891 Total \$1,791.84



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708892	1/23/2025	1730	AFLAC	724623		AFLAC Insurance Premium Jan 2025	\$1,705.57
708892 Total							\$1,705.57
708893	1/23/2025	5502	FRONTIER COMMUNICATIONS	9097990759 Jan 25		Phone costs Fire Station#252 1/1-1/31/2025	\$59.61
708893 Total							\$59.61
708894	1/23/2025	7083	SELF INSURED SERVICES COMPANY	15908 Life 15908		Life Insurance Premium Jan 2025 Life and Disability Insurance Premium Jan 2025	\$530.09 \$4,213.80
708894 Total							\$4,743.89
708895	1/23/2025	4088	SYLVIA BEASLEY	REIMB012125		Reimbursement-Citizen Patrol Award Dinner 121224	\$450.80
708895 Total							\$450.80
708896	1/23/2025	1261	THE GAS COMPANY	19406867366 Dec 24		Gas costs 12/9-1/10/2025	\$34.70
708896 Total							\$34.70
708897	1/23/2025	3294	US POSTAL SERVICE	Request 1/16/25		Postage for Mtr Acct#47718562	\$1,000.00
708897 Total							\$1,000.00
708898	1/28/2025	5827	ADAM HALL'S PLANT NURSERY	015138	1250494	Star jasmines & Boxwoods	\$1,578.54
708898 Total							\$1,578.54
708899	1/28/2025	22	ADVANCE REFRIGERATION & ICE SYSTEMS, INC.	55416	1250392	Administration Ice Machine repair	\$909.88
708899 Total							\$909.88
708900	1/28/2025	29	AGUA MANSA PROPERTIES, INC.	63779	1250048	Concrete for the yard	\$320.00
708900 Total							\$320.00
708901	1/28/2025	1984	ALLSTAR FIRE EQUIP. CO., INC.	261399	1250049	Phos-Chek Class A Foam 2, 55 gallon drums	\$4,316.22
708901 Total							\$4,316.22
708902	1/28/2025	1831	AQUATIC INFORMATICS INC.	111300	1250457	WaterTrax Data Mgt software subscription Renewal	\$11,646.40
708902 Total							\$11,646.40



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708903	1/28/2025	1400	BOOT BARN 4 SAN BERNARDINO	INV00441863	1250056	Uniform boots/pants for PW 01/15	\$172.24
708903 Total							\$172.24
708904	1/28/2025	5299	BRENT GREGORY	ST&Icema01/25Brent		State & ICEMA certs reimbursement	\$320.00
708904 Total							\$320.00
708905	1/28/2025	7123	CHARTER COMMUNICATIONS HOLDINGS, LLC	231334701010125		2nd Fiber Line Acct#231334701 12/01-12/31	\$3,584.49
708905 Total							\$3,584.49
708906	1/28/2025	4397	CHEMPAK	AR001583	1250060	Liners	\$339.04
708906 Total							\$339.04
708907	1/28/2025	7460	CINTAS CORPORATION NO. 3	4218143032 4217417547	1250206	HazMat compliant uniform & shop towel rental 01/16 HazMat compliant uniform & shop towel rental 01/09	\$46.75 \$46.75
708907 Total							\$93.50
708908	1/28/2025	841	CITY OF SAN BERNARDINO	2025-00000005	1250430	Capital improvement share Oct 2024	\$2,276.00
708908 Total							\$2,276.00
708909	1/28/2025	203	CLINICAL LABORATORY OF	2500081-LOM01	1250064	Test water at well sites 01/08	\$3,602.00
708909 Total							\$3,602.00
708910	1/28/2025	2118	CONFIRE JPA	2025-042	1250164	CONFIRE Services FY2024/25 3rd qt	\$87,802.75
708910 Total							\$87,802.75
708911	1/28/2025	5762	CORE & MAIN LP	W274559	1250069	Polywrap	\$1,049.29
708911 Total							\$1,049.29
708912	1/28/2025	5673	CR&R	NOV 2024 DEC 2024		Refuse payments collected November 2024 Refuse payments collected December 2024	\$119,497.32 \$156,930.30
708912 Total							\$276,427.62
708913	1/28/2025	5593	DINOSAUR TIRE & ROAD SRVS, INC.	129626 129725	1250074	Tire repair on FP923 2012 Ford Explorer Car repair	\$85.37 \$182.52
708913 Total							\$267.89



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708914	1/28/2025	1521	FACILITIES PROTECTION SYSTEMS	89560 89632	1250079 1250411	Troubleshoot System @ Library Perform Annual Door Drop Insp at Kitchen	\$427.50 \$2,292.00 708914 Total \$2,719.50
708915	1/28/2025	7585	FERNANDO RUELAS	39	1250502	Backflow testing	\$7,250.00 708915 Total \$7,250.00
708916	1/28/2025	3197	KALMIKOV ENTERPRISES, INC	0102W20872	1250082	Unit 252R 2006 Smeal repair air horn	\$460.56 708916 Total \$460.56
708917	1/28/2025	5256	FLYERS ENERGY, LLC	25-266151 25-273603 25-273602 25-267595	1250084	Fuel delivery for PW dept Diesel for PW Dept 01/15 Fuel delivery for PW dept Fire Dept Fuel Delivery 01/03/2025	\$2,139.08 \$304.14 \$1,933.64 \$1,833.72 708917 Total \$6,210.58
708918	1/28/2025	7286	GENUINE PARTS COMPANY	155073 155074	1250089	Battery Battery	\$180.08 \$265.44 708918 Total \$445.52
708919	1/28/2025	3400	INFOSEND, INC.	278184	1250269	FY 2024-2025 Utility bill printing & mailing 12/24	\$1,957.52 708919 Total \$1,957.52
708920	1/28/2025	7545	INLAND EMPIRE PLUMBING INC	INV1375 INV1378	1250495 1250500	STA252 Repair water leak under building STA251 Commercial Tankless water heater installati	\$198.00 \$5,351.64 708920 Total \$5,549.64
708921	1/28/2025	1728	INLAND LIGHTING SUPPLIES, INC.	292309	1250097	Light bulbs	\$83.96 708921 Total \$83.96
708922	1/28/2025	7538	J. OROZCO ENTERPRISES, INC.	28569	1250317	Removal of vine on wall	\$1,250.00 708922 Total \$1,250.00



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708923	1/28/2025	7590	JOSE JUAREZ	011325 REIMB		Reimb for workboots	\$83.55
708923 Total							\$83.55
708924	1/28/2025	2023	JOSEPH E BONADIMAN & ASSOCIATE	5191 A	1250422	Construction surveying services for CIP 24-757	\$1,032.50
708924 Total							\$1,032.50
708925	1/28/2025	6149	LB413164, BLUE 360 MEDIA, LLC	IN2411245455	1250488	2025 California Vehicle Code book & eBook + App	\$66.50
708925 Total							\$66.50
708926	1/28/2025	4707	LEAGUE OF CA CITIES INLAND EMP	2975	1250505	Membership dues for Inland Empire Div. - Thaipejr	\$700.00
708926 Total							\$700.00
708927	1/28/2025	570	LOMA LINDA FIREFIGHTERS ASSN	33	1250453	Fire prevention hats	\$50.00
708927 Total							\$50.00
708928	1/28/2025	2045	LOMA LINDA HEATING & AIR CONDITIONING, INC.	16300058 16307479 16306712	1250107 1250230 1250237	Replace gas valve for heater in EOC Civic Center/Library HVAC Maint. 2 Qtr Annual HVAC Svc Fire Station 1 & 2	\$687.00 \$1,475.12 \$674.86
708928 Total							\$2,836.98
708929	1/28/2025	1733	LOWE'S COMPANIES, INC.	72351 73871 74890 74892 76684 73455 91316 92064 86836 1-12-25	1250110	Plastic container & box Post hole digger Screw driver kit drivers Electrical outlet cover Air freshener & tork bit Concrete Lysol & Clorox Pruner Textured mat and cox staples	\$25.25 \$61.97 \$26.80 \$19.49 \$12.88 \$220.59 \$45.58 \$61.97 \$58.40
708929 Total							\$532.93
708930	1/28/2025	3855	LYNN A. HIRTZ	306407 306406 306408	1250072	Lawnmower repair and service. Engine replacement for E-761 Air & fuel filter	\$405.36 \$543.33 \$294.36



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
				306409		Adjustment lever	\$33.23
				306410		Gallon mix & cleaner remover	\$545.00
				305637	1250501	Small Equipment Purchase	\$1,891.96
						708930 Total	\$3,713.24
708931	1/28/2025	2875	LYNN MERRILL & ASSOCIATES, INC.	FY 25-6	1250313	Consulting fees for NPDES Dec 24	\$473.17
						708931 Total	\$473.17
708932	1/28/2025	1566	MALLORY SAFETY & SUPPLY, LLC	6064907	1250339	Two tone green vests	\$1,099.64
						708932 Total	\$1,099.64
708933	1/28/2025	3694	MARC A. CRUZ	43059		T2 Renewal M Cruz	\$60.00
						708933 Total	\$60.00
708934	1/28/2025	7176	ODP BUSINESS SOLUTIONS, LLC	398163829001	1250117	RETURN PLATES	-\$22.80
				403829765001		Perforated paper for utility notices	\$63.65
				403084758001		Desk pad	\$18.52
				403085348001		Mouse pad, pencils	\$42.78
				405398584001		Desk pad, copy paper	\$87.50
				405407738001		Copy paper inventory	\$181.19
						708934 Total	\$370.84
708935	1/28/2025	7282	ORKIN SERVICES OF CALIFORNIA, INC.	269508421	1250166	Pest control Svc STA252 srv date 12/30/2024	\$139.99
				269509487		Pest control Svc Station 251 12/16/2024	\$169.99
				270902058	1250033	Pest control services for 25964 Mission Jan 2024	\$178.00
				270901592	1250022	Pest control svcs for 10466 Richardson Jan 2025	\$73.00
						708935 Total	\$560.98
708936	1/28/2025	726	PARKHOUSE TIRE, INC.	2010928373	1250489	Srv call & tires for ME252	\$2,802.71
				2010931745	1250119	Road emergency service for ME252	\$215.50
						708936 Total	\$3,018.21
708937	1/28/2025	7287	PAYMENTUS CORPORATION	INV-15-158083	1250312	2024-2025 IVR Payment processing DEC 2024	\$1,472.15
						708937 Total	\$1,472.15



CITY OF LOMA LINDA VOUCHER LIST 1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708938	1/28/2025	7546	RALPH ANDERSEN & ASSOCIATES	7002	1250326	Contract for Assistant City Manager Recruitment	\$10,000.00
708938 Total							\$10,000.00
708939	1/28/2025	266	ROBBINS & HOLDAWAY	00-1006-47549 00-1006-01-47550 00-1006-02-47551 00-1006-03-47552 00-1006-05-47554 00-1006-11-47556 00-1006-12-47557 00-1006-13-47558 00-1006-06-47555	1250131	Dec Legal Svcs - LL Gen City Matters Dec Legal Svcs - CC Mtg-Gen Matters Dec Legal Svcs - Community Dev Dec Legal Svcs - Personnel Dec Legal Svcs - Code Enforcement Dec Legal Svcs - Claims Dec Legal Svcs - Miscellaneous Dec Legal Svcs - Public Works Dec Legal Svcs - Finance	\$472.50 \$585.00 \$427.50 \$1,192.50 \$292.50 \$247.50 \$810.00 \$112.50 \$472.50
708939 Total							\$4,612.50
708940	1/28/2025	1379	SAN BERNARDINO COUNTY	109344	1250134	Assessor parcel information for Jan 2025	\$4.00
708940 Total							\$4.00
708941	1/28/2025	876	SAN BERNARDINO MUNICIPAL WATER	NOV 2024		SB Sewer payments collected November 2024	\$396,028.91
708941 Total							\$396,028.91
708942	1/28/2025	3888	SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT	FY2024/25	1250507	Groundwater Production for FY 24/25	\$77,654.21
708942 Total							\$77,654.21
708943	1/28/2025	3698	SCOTT ZEHM	01152025	1250007	City Hall Fountain Maintenance Jan 2025	\$150.00
708943 Total							\$150.00
708944	1/28/2025	451	SITEONE LANDSCAPE SUPPLY, LLC	149221090-001 149220662-001 149195981-001 149195761-001 149199296-001 149199763-001 149286320-001 149285753-001	1250138	Connector for cannister Irrigation supplies for Bailey Park Fertilizer Supplies for Cottonwood Irrigation Project Parts for Cottonwood Park Timer for Dawson Park PVC Reducer, adapter, filter, & valve for Parks Valves	\$64.75 \$612.12 \$94.92 \$1,028.02 \$173.21 \$102.87 \$295.17 \$490.20
708944 Total							\$2,861.26



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708945	1/28/2025	865	SN BERNARDINO CO SHERIFF DEPT	26026 25930 25932	1250209 1250210	Sheriff Services Contract FY 2025 - January SheriffSpecEvent OT Charges/LLUMC PossAbilities Sheriff Services - OT National Night Out	\$588,967.00 \$22,597.87 \$375.11 708945 Total \$611,939.98
708946	1/28/2025	5849	ST FRANCIS ELECTRIC, LLC	22035381 22035382	1250215 1250216	Annual Traffic Signal Maint. Dec 2024 Misc Traffic Signal Repairs for Dec 2024	\$1,754.76 \$872.28 708946 Total \$2,627.04
708947	1/28/2025	1356	STAPLES BUSINESS ADVANTAGE	6019834503 6019834502	1250139	Receipt printer ink, mouse pad Door hangers	\$79.49 \$92.21 708947 Total \$171.70
708948	1/28/2025	2751	SUNDOWN WINDOW TINTING	C81266 11/27/24		Facia for windows in Finance Dept	\$382.62 708948 Total \$382.62
708949	1/28/2025	7242	TIMOTHY NEUMANN	2502	1250504	Cla Val manipulation to flush well	\$600.00 708949 Total \$600.00
708950	1/28/2025	304	TYLER TECHNOLOGIES, INC.	045-495887	1250490	Tyler SAAS Annual Fees 12/1/24-11/30/25	\$32,269.00 708950 Total \$32,269.00
708951	1/28/2025	4030	US TRONICS	M-12267DC24	1250205	Satellite phone service Dec 2024	\$209.85 708951 Total \$209.85
708952	1/28/2025	1919	WILLDAN	002-33740	1250157	Bldg & Safety Services December 2024	\$8,691.89 708952 Total \$8,691.89
708953	1/28/2025	4353	WITTMAN ENTERPRISES, LLC	2411069	1250163	Medical billing services FY 24/25 Nov 2024	\$505.44 708953 Total \$505.44
Grand Total							\$1,726,274.09



CITY OF LOMA LINDA
VOUCHER LIST
1/28/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
102786637	12/3/2024	771	PERS	1002786637/38/39/40		Retirement Contributions-10/20/2024 through 11/02/2024	\$75,977.79
102798761	12/17/2024	771	PERS	1002798761/62/63/64		Retirement Contributions-11/03/2024 through 11/16/2024	\$84,785.42
102807376	12/31/2024	771	PERS	1002807376/77/78/79		Retirement Contributions-11/17/2024 through 11/30/2024	\$75,913.72
102788325	12/9/2024	773	PERS	1002788325		Health Insurance Premium-December 2024	\$69,308.11
516607	12/30/2024	454	MissionSquare	2024123000516607		457 Plan Contributions-12/01/2024 through 12/14/2024	\$20,565.55
93423	1/14/2025	454	MissionSquare	2025011400093423		457 Plan Contributions-12/15/2024 through 12/28/2024	\$27,034.36
47253	12/23/2024	1044	US Bank	2024122000047253		Water Revenue Refunding Bonds-Debt Service Payment	\$38,750.19
Total Wires							\$392,335.14
Total Checks (Total from previous page):							\$1,726,274.09
Grand Total =							<u>\$2,118,609.23</u>

PAYROLL: 01/16/2025 \$433,750.21

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check 708874 through 708953 and wire nos. 102786637, 102798761, 102807376, 102788325, 516607, 93423 and 47253 for a total disbursement of \$2,118,609.23 and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

Sonia Fabela, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on February 11, 2025 and the City Treasurer is to pay except as noted.

Phillip Dupper, Mayor



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708954	1/23/2025	5502	FRONTIER COMMUNICATIONS	9097998064 Jan 25		Phone costs 1/10-2/09/2025	\$60.96
708954 Total							\$60.96
708955	1/23/2025	2289	PROGRESSIVE SOLUTIONS, INC.	4050	1230830	Progressive solutions Business License upgrade	\$400.00
708955 Total							\$400.00
708956	1/23/2025	3890	TOTAL COMPENSATION SYSTEM, INC.	13792	1250514	GASB 75 Roll Forward Valuation-1st Insallment	\$1,125.00
708956 Total							\$1,125.00
708957	1/23/2025	3628	U.S. BANK CORPORATE PYMNT SYS	122324LArreola		Supplies Tree Lighting Ceremony; Holiday Meals	-\$153.85
				122224 KMacGavin		HDD,RaidBattery,Travel,Jotform.Cat6cable/clip	\$2,846.06
				12232024 HOWARD		Portable hard drive	\$70.03
				12232024NAIvizar		Shift calendars	\$239.23
				12232024JGillette		Tripod, BLS/CPR fee Freight fee for Zoll equipment	\$468.37
				12232024TIngalls		Code subscription, Carwashes, CPR re-cert, donuts	\$1,002.14
				12232024BCorreia		Uniform items for parking officer	\$201.39
				12232024GGarza		Dog food, water, uniform items	\$207.93
				12232024BNielsen		Freight, Training, grease pens, pet ins, pet shamp	\$924.09
				12232024MDingman		CPR re-cert and FP Officers training refund	-\$208.80
				12232024SFabela		GFOA ACFR Award Application Fee	\$530.00
				12232024FPerez		BLS/CPR recertification	\$41.20
				12232024 EHerrerra		2 back-up batteries for 100 K Hydro Tank	\$104.29
				12232024 VPuentes		Safety Boots & Fuel Injector Kit	\$194.78
				12232024 JRodriguez		XMas Decor, pull box & Anchor Bolt shipping charge	\$720.88
				12232024 SCampbell		Steel tubing for storm drain	\$678.72
				12232024 VGomez		Pesticide for various Parks	\$623.15
				12232024 MMosqueda		Collection System Maintenance Exam Prep	\$1,250.00
				12232024 JLoeffert		Sr Center Supplies, Adopt-A-Family, Meal for Panel	\$377.15
				12232024 JPearsall		Keycard access badges	\$316.94
				12232024 HReed		Tract/parcel maps, hotel fee, & rubber bands	\$1,449.20
				12232024MCCross		Station 251 household supplies	\$702.92
				12232024NBoucher		Stella's dog food, Ice maker repair part	\$335.89
				12232024 MCruz		Chlorine residual tablets	\$500.00
708957 Total							\$13,421.71



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708958	1/29/2025	2204	HINDERLITER, DE LLAMAS & ASSOC	SIN044547 SIN042462	1250432	Sales Tax Professional Services Oct-Dec 2024 Sales Tax Professional Services Jul-Sept 2024	\$2,210.64 \$2,260.27 708958 Total \$4,470.91
708959	1/29/2025	5548	JTS MOTORCARS, INC.	2024 Q3 2024 Q2		2024 Q3 Sales Tax Incentive 2024 Q2 Sales Tax Incentive	\$15,987.86 \$14,956.89 708959 Total \$30,944.75
708960	1/29/2025	5254	MANSFIELD OIL COMPANY OF GAINESVILL, INC.	2024 Q2		2024 Q2 Sales Tax Incentive Agreement	\$580,967.25 708960 Total \$580,967.25
708961	1/30/2025	7123	CHARTER COMMUNICATIONS HOLDINGS, LLC	188776801011425	1250168	Srvc STA251 Acct 188776801 1/18/25-2/17/25	\$138.52 708961 Total \$138.52
708962	1/30/2025	7123	CHARTER COMMUNICATIONS HOLDINGS, LLC	188772001011425	1250168	Srvc STA252 Acct 188772001 1/14/25-2/13/25	\$34.95 708962 Total \$34.95
708963	1/30/2025	5502	FRONTIER COMMUNICATIONS	9097997257 Feb 25		Phone costs Corp Yard Fire Alarm 1/19-2/18/25	\$75.13 708963 Total \$75.13
708964	1/30/2025	1245	SO CALIF EDISON	700919913385 Dec 24 700920661497 Dec 24 700919945115 Dec/Jan		Electricity costs 12/11-1/10/2025 Electricity costs 12/3-1/2/2025 Electricity costs 12/11-1/21/2025	\$107.07 \$4,750.57 \$2,458.26 708964 Total \$7,315.90
708965	1/30/2025	4787	SALVADOR M. SORIANO	02012025		Donation for DJ service Senior Center Dance Feb	\$100.00 708965 Total \$100.00
708966	2/5/2025	7053	MARLIN BUSINESS BANK	21632218	1250262	Printer lease agreement FY 24/25 Jan	\$3,245.85 708966 Total \$3,245.85



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708967	2/5/2025	5282	VICTOR PUENTES	Fleet Conf Reim FY25		Reimb. mileage & Per diem meal V Puentes	\$178.10
708967 Total							\$178.10
708968	2/5/2025	316	EMPLOYMENT DEVELOPMENT DEPT	L0476485328		Benefit charges 10/1/24-12/31/24 S Garcia	\$1,760.09
708968 Total							\$1,760.09
708969	2/5/2025	5502	FRONTIER COMMUNICATIONS	9097991480 Feb 25		Phone costs Senior Center Fire Alarm 1/28-2/27/25	\$171.23
708969 Total							\$171.23
708970	2/5/2025	5502	FRONTIER COMMUNICATIONS	9097963838 Feb 25		Phone costs 1/22-2/21/2025	\$180.72
708970 Total							\$180.72
708971	2/5/2025	7592	INTERSTATE GROUP, LLC	TRPL27-72293	1250509	5x10 Dump Trailer	\$6,702.85
708971 Total							\$6,702.85
708972	2/5/2025	1245	SO CALIF EDISON	700411454240 Jan 25		Electricity costs 1/3-1/30/2025	\$986.56
				700620519956 Jan 25		Electricity costs 1/3-1/30/2025	\$2,090.37
				700919931169 Jan 25		Electricity costs 12/30-1/28/2025	\$306.72
				700917144542 Jan 25		Electricity costs 1/2-1/29/2025	\$33.23
				700010613157 Jan 25		Electricity costs 1/3-1/30/2025	\$42.20
				700010396020 Jan 25		Electricity costs 1/3-1/30/2025	\$164.18
				700371011405 Jan 25		Electricity costs 1/3-1/30/2025	\$1,764.70
				700458638878 Jan 25		Electricity costs 12/26/24-1/26/2025	\$2,244.47
				700394531780 Dec/Jan		Electricity costs 12/7-1/27/2025	\$4,296.35
				700920432640 Dec/Jan		Electricity costs 12/2-1/28/2025	\$2,470.95
				700396836845 Dec/Jan		Electricity costs 12/2-1/28/2025	\$67,175.96
				700919995433 Jan 25		Electricity costs 12/27-1/27/2025	\$2,133.10
708972 Total							\$83,708.79
708973	2/11/2025	7449	ALEXANDER FOWLER	St&ICEMA1/25Fowler		State & ICEMA certs reimbursement	\$320.00
708973 Total							\$320.00
708974	2/11/2025	33	ALL AMERICAN ASPHALT	003020-0009		Refund hydrant meter deposit #003020-0009 10/21/24	\$600.00
708974 Total							\$600.00



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708975	2/11/2025	7491	AMERICAN CODEAF ENTERPRISE INC.	1006-LL	1250517	Sign Language Interpreter for two Public Meetings	\$1,000.00
708975 Total							\$1,000.00
708976	2/11/2025	7604	ANDRES RAMIREZ	CM Conf FY 2025		Reimbursement for City Managers Conf. Registration	\$625.00
708976 Total							\$625.00
708977	2/11/2025	7458	ASCENT AVIATION GROUP INC	M319009	1250266	STA251 Fuel system LNK data	\$137.38
				M319008	1250261	Support and cellular service - Corp Yard Fuel Link	\$183.18
708977 Total							\$320.56
708978	2/11/2025	3833	ATKINSON, ANDESLON, LOYA, RUUD, & ROMO	736798	1250053	HR legal fees for Dec 2024	\$1,864.28
708978 Total							\$1,864.28
708979	2/11/2025	6114	BENJAMIN NEILSEN	EngCoHoseOperNielsen		Tuition reimb for Engine Co. Hose Operation course	\$850.00
708979 Total							\$850.00
708980	2/11/2025	5174	BRENT BILLINGSLEY	1460	1250054	Chlorine tablets for well 1/22	\$5,137.54
708980 Total							\$5,137.54
708981	2/11/2025	4071	CALIFORNIA BUILDING STANDARDS	Bldgstand_4Qtr2024		Green Building 4th Qtr 2024	\$243.90
708981 Total							\$243.90
708982	2/11/2025	7588	CESIA R. MENDOZA-MARTINEZ	rfndCite199124492		Refund for overpayment cite 199124492	\$80.00
708982 Total							\$80.00
708983	2/11/2025	7123	CHARTER COMMUNICATIONS HOLDINGS, LLC	188776701010725	1250242	Spectrum 1/10/25-2/9/25 - Acct 188776701	\$53.76
708983 Total							\$53.76
708984	2/11/2025	4397	CHEMPAK	AR001645	1250060	Hand sanitizer & hand cleaner	\$218.60
708984 Total							\$218.60



CITY OF LOMA LINDA
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2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708985	2/11/2025	7460	CINTAS CORPORATION NO. 3	4218878346 4219605589	1250206	HazMat compliant uniform & shop towel rentals 1/23 HazMat compliant uniforms & shop towel rental 1/30	\$46.75 \$46.75 708985 Total \$93.50
708986	2/11/2025	25	CINTAS CORPORATION NO 2	5250185001	1250061	First Aid supplies for City Hall	\$434.79 708986 Total \$434.79
708987	2/11/2025	5762	CORE & MAIN LP	W273765	1250069	Air release valve	\$334.04 708987 Total \$334.04
708988	2/11/2025	236	COSTCO WHOLESALE	478 226 9 827	1250067	Diesel oil for generators	\$272.70 708988 Total \$272.70
708989	2/11/2025	1173	COUNTY OF SAN BERNARDINO	30510	1250355	ITD Radio Access & Maintenance Dec 2024	\$2,676.48 708989 Total \$2,676.48
708990	2/11/2025	7591	CRICKET SCADA LLC	1578	1250499	ADD SCADA monitoring capabilities new lift station	\$3,599.00 708990 Total \$3,599.00
708991	2/11/2025	143	CSMFO	300017369		CSMFO Membership Fees	\$60.00 708991 Total \$60.00
708992	2/11/2025	954	CWEA-TCP	35079 01-08-25	1250531	Collection System Maint. Grade 1 D. Drummond	\$345.00 708992 Total \$345.00
708993	2/11/2025	1279	DAILY JOURNAL CORPORATION	B3890095 B3891535	1250071	2024 Weed Abatement Notice/CC2-11-25 Newspaper NOH PC MDA-2024-0016 Nursery	\$174.54 \$459.02 708993 Total \$633.56
708994	2/11/2025	7290	DANNY ELLIS	0001278197	1250073	Padlock for meter's dept	\$286.97 708994 Total \$286.97
708995	2/11/2025	7366	DENNIS GRUBB & ASSOCIATES	002-33763	1250203	Fire Prevention Plan Check Srvs Jan 2025	\$8,165.00 708995 Total \$8,165.00



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
708996	2/11/2025	270	DEPT OF CONSERVATION	Seismic 4Qtr 2024		4th Qtr Seismic Hazard Mapping Fee	\$156.27
708996 Total							\$156.27
708997	2/11/2025	7593	DOCUPET CORP	LOMA2401-12	1250516	Online animal licensing prgm & revenue collected	\$3,426.25
708997 Total							\$3,426.25
708998	2/11/2025	325	EWING IRRIGATION PRODUCTS	24612562	1250078	Valve	\$347.77
708998 Total							\$347.77
708999	2/11/2025	3197	KALMIKOV ENTERPRISES, INC	0105W20228	1250082	Various repairs MT251 Spartan LTC 100 Quint TDA	\$2,137.51
708999 Total							\$2,137.51
709000	2/11/2025	5256	FLYERS ENERGY, LLC	25-273604 25-285485 25-285484	1250084	Fire Dept fuel delivery 1/15/2025 Fire Dept. Fuel delivery 1/29/2025 Fuel delivery for PW	\$1,778.03 \$1,783.90 \$1,814.44
709000 Total							\$5,376.37
709001	2/11/2025	7325	GCI CONSTRUCTION, INC	1329	1250213	Install Pre-packed Sewer Pump Station CIP 21-511	\$3,940.49
709001 Total							\$3,940.49
709002	2/11/2025	7286	GENUINE PARTS COMPANY	156024 155938 155486	1250089	Battery for STA 252 generator Wheel stud for trailer Small Equipment Oil	\$134.25 \$19.05 \$21.47
709002 Total							\$174.77
709003	2/11/2025	7603	GLADYS VELAZQUEZ	REFforRun#24-43410		Refund for overpayment run # 24-43410	\$15.00
709003 Total							\$15.00
709004	2/11/2025	389	GRAINGER, INC.	9389458390	1250090	Floor cable protectors and black tape	\$60.99
709004 Total							\$60.99
709005	2/11/2025	2769	HOUSTON AND HARRIS PCS, INC.	25-26445 25-26452	1250519 1250497	Video inspect 750 LF of 8" sewer line at Hillcres Unplug siphon line & overflow sewer line	\$1,342.50 \$8,650.00
709005 Total							\$9,992.50



CITY OF LOMA LINDA
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VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709006	2/11/2025	7598	HUICHOS MEXICAN FOOD	23404		UB 993765518 11221 CALIFORNIA	\$402.62
						709006 Total	\$402.62
709007	2/11/2025	7545	INLAND EMPIRE PLUMBING INC	INV1414	1250518	STA 251 shower stem replacements	\$323.43
				INV1412	1250496	Sewer camera inspection at Hulda Crooks restroom	\$395.00
				INV1413	1250524	Remove & replace faucet at Senior Center	\$428.20
						709007 Total	\$1,146.63
709008	2/11/2025	478	INLAND OVERHEAD DOOR COMPANY	59032	1250098	STA252 Repair north front door cable snapped.	\$917.00
						709008 Total	\$917.00
709009	2/11/2025	7538	J. OROZCO ENTERPRISES, INC.	28573	1250317	Misc Landscape repairs in LMD area @ Anenex 41	\$1,050.00
				28609	1250289	Landscape Maintenance in the LMD Area Jan 2025	\$26,880.77
						709009 Total	\$27,930.77
709010	2/11/2025	7596	JESSICA CEDILLO RAMIREZ	23375		UB 993763951 26387 SANTA ANDREA	\$62.91
						709010 Total	\$62.91
709011	2/11/2025	503	JON'S FLAGS & POLES	F90767	1250100	Flags	\$331.69
						709011 Total	\$331.69
709012	2/11/2025	6019	JORGE PEREZ	EthicalLeaderJ.Perez		Tuition reimbursement Ethical Leadership course	\$210.00
				RIO&CEETJPerez		Tuition reimbursement for RIO & CEET course	\$230.00
						709012 Total	\$440.00
709013	2/11/2025	6071	KELLERMAYER BERGENSONS SERVICE	INV90004094220	1250197	Community Room Cleaning January 2025	\$1,500.00
				INVS047775	1250196	Janitorial Svcs City bldgs & Cole House Feb 2025	\$8,430.37
						709013 Total	\$9,930.37
709014	2/11/2025	7594	KYRSTEN SHARPE	23373		UB 993767717 25943 GLEN SUMMER	\$98.50
						709014 Total	\$98.50
709015	2/11/2025	250	L.N. CURTIS & SONS	INV906193	1250101	Replacement fire wildland hose items	\$197.49
						709015 Total	\$197.49



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709016	2/11/2025	783	LAURA RAMIREZ	887	1250510	Vacant field on Barton Rd - East of California Tra	\$250.00
709016 Total							\$250.00
709017	2/11/2025	552	LEAGUE OF CA CITIES	INV-26796-P8F1G7	1250533	Membership dues for calendar year 2025	\$10,012.00
709017 Total							\$10,012.00
709018	2/11/2025	7595	LEE, SIYEUN	23374		UB 993758158 25978 BANCROFT	\$20.67
709018 Total							\$20.67
709019	2/11/2025	7417	LIEBERT CASSIDY WHITMORE	284316	1250105	Personnel Attorney for December	\$135.00
709019 Total							\$135.00
709020	2/11/2025	1933	LILBURN CORPORATION	25-0139	1250515	Zanja Heritage Village PPD-P21-247	\$18,510.00
709020 Total							\$18,510.00
709021	2/11/2025	1733	LOWE'S COMPANIES, INC.	89230 12-17-24 978353-OHAAGA 977033 80461 993174 993179 992423 85615 90149 90154 92852 90621 93009 93005	1250110	STA251 household supplies Screws, weed kill, storage crate & hooks Shop vac & blower Hardware for ballfield wooden backstop Dewalt grinder Silicon carbide grinding wheels Wood screws & PVC Fitting Sheathing Irrigation fittings Electrical conduit Lumber, hardware, & rails Veterans Park Sewer Improvement supplies and materials. 5 Tubes of glue	\$281.47 \$54.66 \$214.89 \$116.51 \$257.25 \$27.24 \$17.92 \$20.13 \$50.95 \$29.72 \$40.13 \$129.01 \$44.92 \$37.63
709021 Total							\$1,322.43
709022	2/11/2025	3855	LYNN A. HIRTZ	308003 307326	1250072	Parts for parks dept Small Equipment Parts	\$191.16 \$26.82
709022 Total							\$217.98



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709023	2/11/2025	1566	MALLORY SAFETY & SUPPLY, LLC	6078397 6077667 6080073 6080522	1250111	Safety glasses Coveralls & masks Gloves & anti-fog lens Hand Sanitizer	\$222.99 \$312.58 \$341.84 \$91.56 709023 Total \$968.97
709024	2/11/2025	5254	MANSFIELD OIL COMPANY OF GAINESVILL, INC.	2024 Q3		2024 Q3 Sales Tax Incentive Agreement	\$646,684.50 709024 Total \$646,684.50
709025	2/11/2025	7599	MASOUD RAHIMIAN	23405		UB 993766669 10859 VERNA	\$318.29 709025 Total \$318.29
709026	2/11/2025	5918	MATTHEW RYAN	095		Reimb for providing BLS/CPR & instructor cards	\$211.25 709026 Total \$211.25
709027	2/11/2025	2099	MCCROMETER, INC.	8006430	1250044	Sewer Flow Meter Monitoring Srv Jan 2025	\$1,170.00 709027 Total \$1,170.00
709028	2/11/2025	2876	MOORE, IACOFANO, GOLTSMAN, INC.	0089387	1250512	MDA-2024-0025_LL Comp Plan Review Svs Nursing	\$1,260.00 709028 Total \$1,260.00
709029	2/11/2025	7008	NLS LIGHTING, INC.	22949 23034	1250401	Pickle Ball Court Lighting Pickle Ball Court Lighting	\$344.80 \$19,582.78 709029 Total \$19,927.58
709030	2/11/2025	7088	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA,	85608515 85489789	1250116	Employee Physical for E. Ray Preemployment physical for A. Ramirez	\$48.00 \$45.00 709030 Total \$93.00
709031	2/11/2025	7282	ORKIN SERVICES OF CALIFORNIA, INC.	270901921 270902969	1250166	Pest control Svc Station 252 sate of srvc 1/14/25 Pest control Svc Station 251 date of srvc 1/16/25	\$154.00 \$184.00 709031 Total \$338.00



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709032	2/11/2025	1592	PHOENIX GROUP INFORMATION SYST	122024143 122024903 1220241143	1250308 1250306 1250307	Delinquent parking ticket program 12/2024 Parking Permit Management 12/2024 Code & Animal Admin Citation collection 12/2024	\$504.82 \$830.75 \$100.00 709032 Total \$1,435.57
709033	2/11/2025	7605	POKII JAMES WONG	23508		UB 993767794 25523 LAWTON	\$163.71 709033 Total \$163.71
709034	2/11/2025	4458	PRINTING & PROMOTION PLUS, INC.	92800	1250123	Business cards printing	\$422.16 709034 Total \$422.16
709035	2/11/2025	5772	QUINN COMPANY	PCA00475990 PCA00475991 PCA00471647	1250125	items for STA251 generator maintenance items for STA252 generator maintenance Lifting straps	\$79.63 \$79.63 \$283.98 709035 Total \$443.24
709036	2/11/2025	5772	QUINN COMPANY	PCA00475989 PCA00475992	1250125	3.2 Mil Reservoir PW Generator	\$117.18 \$82.42 709036 Total \$199.60
709037	2/11/2025	7573	R.G. GENERAL ENGINEERING INC.	2	1250406	Construction of Pickleball Courts Bailey Pk 24-757	\$39,635.75 709037 Total \$39,635.75
709038	2/11/2025	7306	ROADPOST USA INC	BU01754224	1250171	Iridium Satellite Service 1/25-2/24/2025	\$669.50 709038 Total \$669.50
709039	2/11/2025	7440	ROADSAFE TRAFFIC SYSTEMS, INC.	229129	1250132	Signs for BB Fields	\$393.09 709039 Total \$393.09
709040	2/11/2025	4999	ROGERS, ANDERSON, MALODY & SCOTT, LLP	76701 76247	1250181	Audit Services FY24 thru Dec 2024-Final Audit Services FY24 thru Oct 2024	\$550.00 \$21,000.00 709040 Total \$21,550.00
709041	2/11/2025	7452	ROLAND BLACKISTON	EngCoHoseOperBlackis TruckacademyBlackist		Tuition reimb for Engine Co. Hose Operation course Tuition rmb for Truck academy course	\$850.00 \$1,677.00 709041 Total \$2,527.00



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709042	2/11/2025	7587	ROWENA B. BORROMEO	rfndCite199125462		Refund for overpayment cite 199125462	\$80.00
						709042 Total	\$80.00
709043	2/11/2025	6083	SAGEMONT-RICHARDSON, LLC	2024 Q4		2024 Q4 TOT Hotel Incentive Prog - TownePlace	\$21,677.94
						709043 Total	\$21,677.94
709044	2/11/2025	876	SAN BERNARDINO MUNICIPAL WATER	DEC 2024		SB Sewer payments collected Dec 2024	\$266,880.62
						709044 Total	\$266,880.62
709045	2/11/2025	7127	SCA OF CA, LLC	159062PS	1250200	Street Sweeping Srvs Jan 2025	\$6,094.08
						709045 Total	\$6,094.08
709046	2/11/2025	1098	SCOTT D. CAMPBELL	01252025 REIMB		Uniform pants reimb S. Campbell	\$184.83
						709046 Total	\$184.83
709047	2/11/2025	7350	SH-RICHARDSON II, LLC	2024 Q4		2024 Q4 TOT Hotel Incentive Program - Candlewood	\$24,816.00
						709047 Total	\$24,816.00
709048	2/11/2025	6137	SILVERSTRAND TECHNOLOGIES, INC.	170003	1250023	RTP & Corp Yard Security Alarm Monitoring FEB 2025	\$49.98
						709048 Total	\$49.98
709049	2/11/2025	451	SITONE LANDSCAPE SUPPLY, LLC	149368188-001 149212101-001 149462434-001 149490437-001 149578722-001	1250138	Turf fertilizer PVC Cement Irrigation supplies for BB Fields Caution tape, lodge pole, & valve box Irrigation supplies	\$1,339.04 \$44.09 \$892.80 \$96.47 \$58.14
						709049 Total	\$2,430.54
709050	2/11/2025	865	SN BERNARDINO CO SHERIFF DEPT	25931 26092	1250223	Sheriff Spec Event OT / Christmas in July Dispatch Srvs - Prkg Enforcement FY24/25 Qtr. 2	\$395.40 \$3,321.75
						709050 Total	\$3,717.15



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709051	2/11/2025	1356	STAPLES BUSINESS ADVANTAGE	6021912611 6021912610	1250139	Cash register ink, packing tape Tissues	\$123.29 \$48.95 709051 Total \$172.24
709052	2/11/2025	6003	VEOLIA WTS SERVICES USA, INC.	903070982	1250194	STA251 Deionized water tank & regrtn fees Jan 2025	\$91.70 709052 Total \$91.70
709053	2/11/2025	6269	TESS ELECTRIC INC.	1554	1250145	Soft charge circuit board	\$3,306.89 709053 Total \$3,306.89
709054	2/11/2025	237	THE COUNSELING TEAM, INC.	INV103287	1250170	Behavior health & wellness srvc Feb 2025	\$800.00 709054 Total \$800.00
709055	2/11/2025	7199	THE LLOYD PEST CONTROL CO, INC.	8720587 8724572 8721505 8723929 8724667 8716871	1250198 1250028	Gopher control svcs for Elmer Digneo Pk Jan 2025 Gopher control svcs for Bryn Mawr Jan 2025 Gopher control svcs for Bailey pk Jan 2025 Gopher control svcs for Hulda Crooks Jan 2025 Gopher control svcs for BB Fields Jan 2025 Gopher control services for Civic Center Jan 2025	\$200.00 \$200.00 \$216.00 \$326.00 \$300.00 \$300.00 709055 Total \$1,542.00
709056	2/11/2025	1804	THE SUN	900492235 01-13-2025	1250511	26 week newspaper subs station 252 Acct 900492235	\$402.36 709056 Total \$402.36
709057	2/11/2025	1854	UNDERGROUND SERVICE ALERT OF	24-252370 120250160	1250001 1250010	Dig Alert State Regulatory Fee Jan 2025 Dig Alert Tickets Jan 2025	\$32.27 \$113.60 709057 Total \$145.87
709058	2/11/2025	7024	WHITE CAP	50029798426	1250155	Cardboard cylinder for footing for lighting	\$421.38 709058 Total \$421.38
709059	2/11/2025	1917	WILBUR E & JUNE PURVIS	15358	1250156	Chainsaw bars & oil	\$80.77 709059 Total \$80.77
709060	2/11/2025	1919	WILLDAN	002-33741	1250157	Engineering Services for Dec 2024	\$280.00 709060 Total \$280.00



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
709061	2/11/2025	4353	WITTMAN ENTERPRISES, LLC	2412069	1250163	Medical billing services Dec 2024	\$597.90
709061 Total							\$597.90
Grand Total							\$1,932,954.83



CITY OF LOMA LINDA
VOUCHER LIST
2/11/2025

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
102815811	1/9/2025	771	PERS	1002815811/12		Retirement Contributions-12/01/2024 through 12/31/2024	\$999.50
102818465	1/14/2025	771	PERS	1002818465/66/67/68		Retirement Contributions-12/01/2024 through 12/14/2024	\$70,081.31
102825310	1/24/2025	771	PERS	1002825310/11/12/13		Retirement Contributions-12/15/2024 through 12/28/2024	\$75,903.98
102826353	1/28/2025	772	CalPERS	1002826353		Social Security Administraton 218-Annual Fee	\$130.00
102804797	1/9/2025	773	PERS	102804797		Health Insurance Premium-January 2025	\$77,672.82
Total Wires							\$224,787.61
Total Checks (Total from previous page):							\$1,932,954.83
Grand Total =							<u>\$2,157,742.44</u>

PAYROLL: 01/30/2025 \$407,583.50

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check 708954 through 709061 and wire nos. 102815811, 102818465, 102825310, 102826353 and 102804797 for a total disbursement of \$2,157,742.44 and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

Sonia Fabela, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on February 11, 2025 and the City Treasurer is to pay except as noted.

Phillip Dupper, Mayor



City of Loma Linda

Regular City Council Staff Report

Approval of Minutes January 14, 2025 [City Clerk]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3B.
To	From
City Council	Lynette Arreola, City Clerk

Approval of Minutes for Regular City Council held on January 14, 2025.

Attachments

[Regular City Council-01-14-2025-minutesDraft.pdf](#)

REGULAR CITY COUNCIL MINUTES

25541 Barton Road, Loma Linda, CA 92354

January 14, 2025, 6:00 PM - January 14, 2025, 8:22 PM

Roll Call: *(The following members were in attendance)*

- **Phillip Dupper**, Mayor
- **Ronald Dailey**, Mayor pro tempore
- **Ovidiu Popescu**, Councilmember
- **Rhodes Rigsby**, Councilmember
- **Rhonda Spencer-Hwang**, Councilmember

1. Call to Order

1A. Call to Order- 6:00 PM

1B. Roll Call- 6:00 PM

All Councilmembers present.

Staff present: T. Jarb Thaipejr, City Manager; Diane Robbins, City Attorney; Lynette Arreola, City Clerk; Sonia Fabela, Finance Director; Jeff Gillette, Battalion Chief; Lorena Matarrita, Community Development Director; Andrew Sanchez, Customer Support Technician; and Lt. Kaysie Smith, San Bernardino County Sheriff's Department

1C. Closed Session - 6:00 pm - Council Board Room- 6:00 PM

The meeting was called to order at 6:00 pm for the Closed Session. The regular meeting resumed at 7:05 pm.

City Attorney Robbins stated that she met with the City Council in closed session and that there was no action to report.

1D. Invocation and Pledge of Allegiance - Mayor pro tempore Dailey- 7:05 PM

The Invocation and Pledge of Allegiance was led by Mayor pro tempore Dailey.

1E. Items to be Added or Deleted- 7:06 PM

No items were added or deleted.

1F. 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)- 7:06 PM

Milford Harrison, Representative for CR&R, followed up on a public comment from the December City Council meeting, confirming that once the carts are placed on the street for pick up, they are the property of CR&R. Regarding the individual picking recycled material from carts, CR&R would not do enforcement but would work with the City's Code Enforcement.

Fook Tham, 26475 Robin Ct, asked City Council to waive his late fee from his utility bill. He noted that he goes through his bank to submit payment electronically and the payment was received by the City two

days late. Finance Director Fabela explained that there are several ways to pay, namely setting up an online account with the City; in person; or through his bank.

Mayor Dupper stated that the City Council could not waive the fees, but directed him to speak with the City Manager and Finance Director.

1G. Conflict of Interest Disclosure- 7:16 PM

Conflicts of Interest were noted for Agenda Item 2B and would be addressed before the presentation.

2. Scheduled and Related Items

2A. Presentation by Loma Linda Mom's Group for Support for a Community Valentine's Event [Melanie Diaz Zuniga]- 7:16 PM

Melanie Hendrix gave a presentation of a Valentine's Day event for kids at the Community Garden hosted by the Gardening For Kids Committee, explaining the event would feature activities for kids to create DIY Valentine's Day Cards using watercolors and forage material. They had the City Council perform a watercolor demo. She noted they would provide snacks and prizes and conduct a survey. She pointed out that they have 35 registrants and are requesting \$350 for supplies and materials. City Manager Thaipruej stated that the Community Garden budget funds could be used.

Councilmember Spencer-Hwang asked for a follow-up report and expressed interest in the survey results.

2B. Public Hearing - A request to develop a five-story, 105,000-square-foot pediatric medical office building at the southeast corner of Anderson Street and Barton Road within the Institutional-Healthcare Zone (Case No. PPD P23-180) [Community Development]- 7:29 PM

— 1. ADOPT the Initial Study/Mitigated Negative Declaration (IS/MND) and the Mitigation Monitoring Reporting Program (MMRP) prepared pursuant to the California Environmental Quality Act (CEQA) Guidelines for the proposed pediatric medical office building project at the southeast corner of Anderson Street and Barton Road.

— 2. APPROVE Precise Plan of Design No. P23-180, a request to develop a new five-story, 105,000-square-foot medical office building that includes surface parking, patient drop-off, and loading areas, landscaping, and site lighting. The subject project is located at the southeast corner of Anderson Street and Barton Road within the Institutional-Healthcare zoning district. Approval is based on the Findings and analysis contained in the Staff Report and is subject to the attached Conditions of Approval.

Public Hearing was opened at 7:39 PM and closed at 7:43 PM

The Rule of Necessity was invoked due to a conflict of interest among three Councilmembers, resulting in Councilmember Rigsby sitting with Mayor Dupper and Mayor pro tempore Dailey to constitute a quorum and vote. Councilmembers Spencer-Hwang and Popescu recused themselves and left the chambers.

Community Director Matarrita presented the project report along with a PowerPoint presentation, which is included in the official record, stating the applicant/owner is Loma Linda University Medical Center, requesting to construct a 5-story, 105,000 square foot office building that would serve as Loma Linda University's Children's Hospital Outpatient Pavillion that would centralize pediatric services and streamline care in one location. She reviewed the proposed landscape plan, floor plans, exterior elevations, and the Environmental Review. She noted that the City received two written comments from Robert Stewart and Kevin Bernadt that were added as official records under Supplemental Materials in the agenda packet. She concluded by recommending the City Council consider adding a condition requiring that all ADA ramps

adjacent to the project site be upgraded with current ADA standards and brought into compliance as noted in the PowerPoint presentation.

The Mayor opened the public hearing (7:39 pm). Mayor Dupper read the comments submitted by Mr. Bernadt. There were no other public comments made. The public hearing was closed (7:43 pm).

Discussion ensued regarding the reassignment of parking as a result of this project. Eric Schilt, VP of Planning, Design, and Construction for Loma Linda University Health, explained that they monitor the parking occupancy of their parking structures and parking lots weekly to identify space availability. During construction, they will provide temporary parking at several locations: the top levels of P3 and P1, J Lot, and Shepardson Lot. He stated the projected construction timeframe is 17 months but assured that they would have sufficient parking for those being reassigned. He noted they will monitor the parking during construction and make effective adjustments. He added that, electively, they will also construct future parking adjacent to this project site. The Council asked to ensure no spillover parking into the neighboring streets. In response to Mr. Bernadt's comments, he understood Mr. Bernadt's requests as they both sit on the Sustainability Committee. He noted many requests are much broader and not necessarily applicable to this building but would fit into Loma Linda University Health's larger sustainability strategy. They have sustainable components built into the project, but others, while ideal, will cost significantly more. He noted that the project is funded by state funds, and they are working to ensure those funds are allocated appropriately.

Motion by Ronald Dailey, seconded Rhodes Rigsby, passing by a vote of 3-0-0-2-0, Recused by Ovidiu Popescu, Rhonda Spencer-Hwang

to ADOPT the Initial Study/Mitigated Negative Declaration (IS/MND) and the Mitigation Monitoring Reporting Program (MMRP) prepared according to the California Environmental Quality Act (CEQA) Guidelines for the proposed pediatric medical office building project, and to APPROVE Precise Plan of Design No. P23-180, a request to develop a new five-story, 105,000-square-foot medical office building that includes surface parking, patient drop-off and loading areas, landscaping, and site lighting. The subject project is located at the southeast corner of Anderson Street and Barton Road within the Institutional-Healthcare zoning district, subject to the Findings, Analysis, and Conditions of Approval with the added condition that all ADA ramps adjacent lot the project site shall be upgraded and brought into full compliance with ADA standards as recommended by Staff.

3. Consent Calendar

Councilmembers Spencer-Hwang and Popescu returned to the Council Chambers.

Motion by Rhodes Rigsby, seconded Ronald Dailey, passing by a vote of 5-0-0-0-0, to APPROVE the Consent Calendar as submitted.

3A. Demands Registers - November 26, and December 24, 2024 and January 14, 2025

[Finance]- 7:59 PM

Approved the Demands Registers dated: November 26, 2024, with commercial demands totaling \$450,829.14 and Payroll dated November 21, 2024, totaling \$477,457.82; December 24, 2024, with commercial demands totaling \$2,519,537.54 and Payroll dated December 19, 2024, totaling \$397,817.76; and January 14, 2025, with commercial demands totaling \$644,900.61 and Payroll dated January 2, 2025, totaling \$397,817.76.

3B. Approval of Minutes December 10, 2024- 7:59 PM

The Minutes of December 10, 2024, were approved as submitted.

3C. Treasurer's Report - December 2024 [Finance]- 7:59 PM

Accepted the December 2024 Treasurer's Report for filing.

3D. Fire Department's Activity Report - December 2024 [Fire]- 7:59 PM

Accepted the December 2024 Fire Department's Activity Report for filing.

3E. Update Operating Agreement with City of Colton [Fire]- 7:59 PM

Approved the updated operating agreement with City of Colton as presented.

3F. Agreement with Atkinson, Andelson, Loya, Rudd & Romo (AALRR) for Legal Services relating to General Labor and Employment Law [City Manager]- 7:59 PM

Approved Agreement with Atkinson, Andelson, Loya, Rudd and Romo (AALRR) as submitted.

3G. Agreement with MetTel for replacement of City's Plain Old Telephone Service (POTS) lines [Information Systems]- 7:59 PM

Approved Agreement with MetTel as submitted.

3H. Agreement with Troy and Banks for Cost Recovery and Reduction Services [Information Systems]- 7:59 PM

Approved Agreement with Troy and Banks as submitted.

3I. Appropriate \$85,700 from Major Street Arterial Subprogram (MSART) Fund Balance and \$54,400 from Traffic Impact Mitigation Fund Balance and Award Contract to Marjani Buildings Inc for \$840,650 for California Street Widening (Phase 3) (CIP 23-118) [Public Works]- 7:59 PM

Appropriate \$85,700 from MSART and Traffic Impact Mitigated Fund Balance and awarded contract to Marjani Buildings, Inc. for \$849,650 as recommended by staff.

3J. Appropriate \$30,000 from Water Enterprise Fund Balance and Award Contract to Sulzer Electro-Mechanical (US) Inc. to Purchase a 250hp Motor for Mt. View Well #5 [Public Works]- 7:59 PM

Appropriated \$30,000 from Water Enterprise Fund and awarded a contract to Sulzer Electro-Mechanical (US), Inc. to purchase 250hp motor.

3K. Notice of Completion of Pavement Rehabilitation by Slurry Seal Method at Various Locations (CIP 24-121) - Contractor: Doug Martin Contracting Co. [Public Works]- 7:59 PM

Accepted project as complete and authorized recordation of Notice of Completion.

3L. Notice of Completion of Pavement Rehabilitation by Overlay Method at Various Locations (CIP 23-117) - Contractor: All American Asphalt [Public Works]- 7:59 PM

Accepted project as complete and authorized recordation of Notice of Completion.

3M. Notice of Completion of the Installation of the Sewer Lift Station Package at 25876 Juanita Street (CIP 21-511) - Contractor: GCI Construction, Inc. [Public Works]- 7:59 PM

Accepted project as complete and authorized recordation of Notice of Completion.

4. Old Business

No items.

5. New Business

5A. Council Bill #R-2025-01 - Consideration to Adopt Resolution in Opposition of SCAQMD Rule 1111, Regulate Air Emission from Gas-Powered Central Furnaces; and Rule 1121, Regulate Air Emissions from Residential-type, Natural Gas-Powered Water Heaters [Mayor Dupper]- 8:01 PM

Mayor Dupper requested to place this item on the agenda on behalf of Cal Cities, other local municipalities, and councilmembers. He explained that the AQMD Board was considering amendments to Rules 1111 and 1121, which would require homeowners to replace their gas-powered appliances with electric appliances as they require replacement. He understood that the adoption of these regulations would go into effect immediately. He stated that there was significant opposition to the proposal that the Board postponed action, potentially until February. He noted that these amendments would negatively affect residents, especially those of low-income status. Given the ongoing power shut-offs due to the high winds, dry conditions, and wildfires, there are concerns that SCE will be turning off power on many different grids out of an abundance of caution. He received several calls from constituents who were without power in the City. He pointed out that residents in Grand Terrace were without power for almost a week. He believes that these amendments are not appropriate and require further consideration. He was asking the Council to consider adopting the Resolution in opposition to these amendments.

Mayor pro tempore Dailey stated that he would not support the adoption of the resolution. He noted there was a vigorous debate at the SBCTA meeting regarding this matter, where many expressed the same opposition. He stated that he has listened to discussions between his wife, a pediatrician, and his friend, a pulmonary intensivist, regarding the various health impacts of pollution. He understands that these amendments will not resolve the pollution issue; however, they need to start at some point. He emphasized that scientific evidence confirms the significant health impacts of pollution and expressed his support for any measures that address climate issues. He stated that he spoke with Mark Cloud, SCE, who agreed to present a report to the Council on some of their programs.

Councilmember Rigsby noted that while SCE is on the receiving end of these regulations and not allowed to make any profits. He noted the broader push for decarbonization is gradually restricting personal choices. He questioned at what point would these limitations be considered enough.

Councilmember Popescu acknowledged the ongoing efforts to phase out carbon-based fuels and recognized the environmental benefits. However, he noted that it is the cost of ownership. He did a study and noted that running electricity costs twice as much as using gas. He also expressed concern that the current electric grid is not sustainable and may not be able to meet existing demands.

Motion by Rhodes Rigsby, seconded Rhonda Spencer-Hwang, passing by a vote of 4-1-0-0-0, Opposed by Ronald Dailey

to ADOPT Council Bill #R-2025-01 - RESOLUTION NO 3240 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, OPPOSING THE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD) RULES 1111 AND 1121

6. Reports

6A. Reports of Council Members- 8:16 PM

Mayor pro tempore Dailey spoke with Mark Cloud, Southern California Edison representative, regarding the public safety power shut-offs. He invited Mr. Cloud to give a presentation at the next City Council meeting.

Councilmember Popescu viewed the December's Council meeting online on the Annual Comprehensive Financial Report. He commended the City Manager and Finance staff for maintaining the City's good financial position with the increased balance in the General Fund reserve.

6B. Reports Of Officers- 8:22 PM

City Manager Thaipejr informed the Council of the EOC training scheduled before the February 11, 2025, City Council meeting.

7. Adjournment

The meeting adjourned at 8:22 p.m.



C. Treasurer's Report - January 2025 [Finance]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3C.
To	From
City Council	Sonia Fabela, Finance Director

RECOMMENDATION:

It is recommended that the City Council receive the report for filing.

Attachments

[Jan 2025 TREAS REPORT.pdf](#)

CITY OF LOMA LINDA
COMPOSITION OF CASH
January 2025

DEMAND DEPOSIT ACCOUNTS

CITY - BANK OF AMERICA - MAIN CHECKING ACCOUNT	\$	3,056,936.49
Outstanding Checks as of month-end		(2,197,789.70)
CITY - MAIN CHECKING ACCOUNT AVAILABLE BALANCE	\$	859,146.79
BANK OF AMERICA - PAYROLL	\$	20,876.41
HOUSING AUTHORITY - BANK OF AMERICA - CHECKING ACCOUNT		458,804.96
Outstanding Checks as of month-end		(755.11)
HOUSING AUTHORITY - CHECKING ACCOUNT AVAILABLE BALANCE	\$	458,049.85
SUCCESSOR AGENCY - BANK OF AMERICA - CHECKING ACCOUNT		9,373.10
Outstanding Checks as of month-end		-
SUCCESSOR AGENCY - CHECKING ACCOUNT AVAILABLE BALANCE	\$	9,373.10

DEMAND DEPOSIT ACCOUNTS - TOTAL **\$ 1,347,446.15**

INVESTMENTS

YIELD

LOCAL AGENCY INVESTMENT FUND (LAIF)		
CITY	4.366%	\$ 58,183,093.31
CITY - Former RDA Bond Proceeds	4.366%	443,736.31
CITY -Total		58,626,829.62
SUCCESSOR RDA	4.366%	1,496,834.64
HOUSING AUTHORITY	4.366%	1,426,903.80

INVESTMENTS TOTALS **\$ 61,550,568.06**

OTHER CASH

IMPREST ACCOUNT	\$	500.00
CASH ON HAND		1,350.00

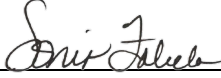
OTHER CASH TOTAL **\$ 1,850.00**

CASH AND INVESTMENTS - GRAND TOTAL **62,899,864.21**

PREVIOUS MONTH 61,095,898.69

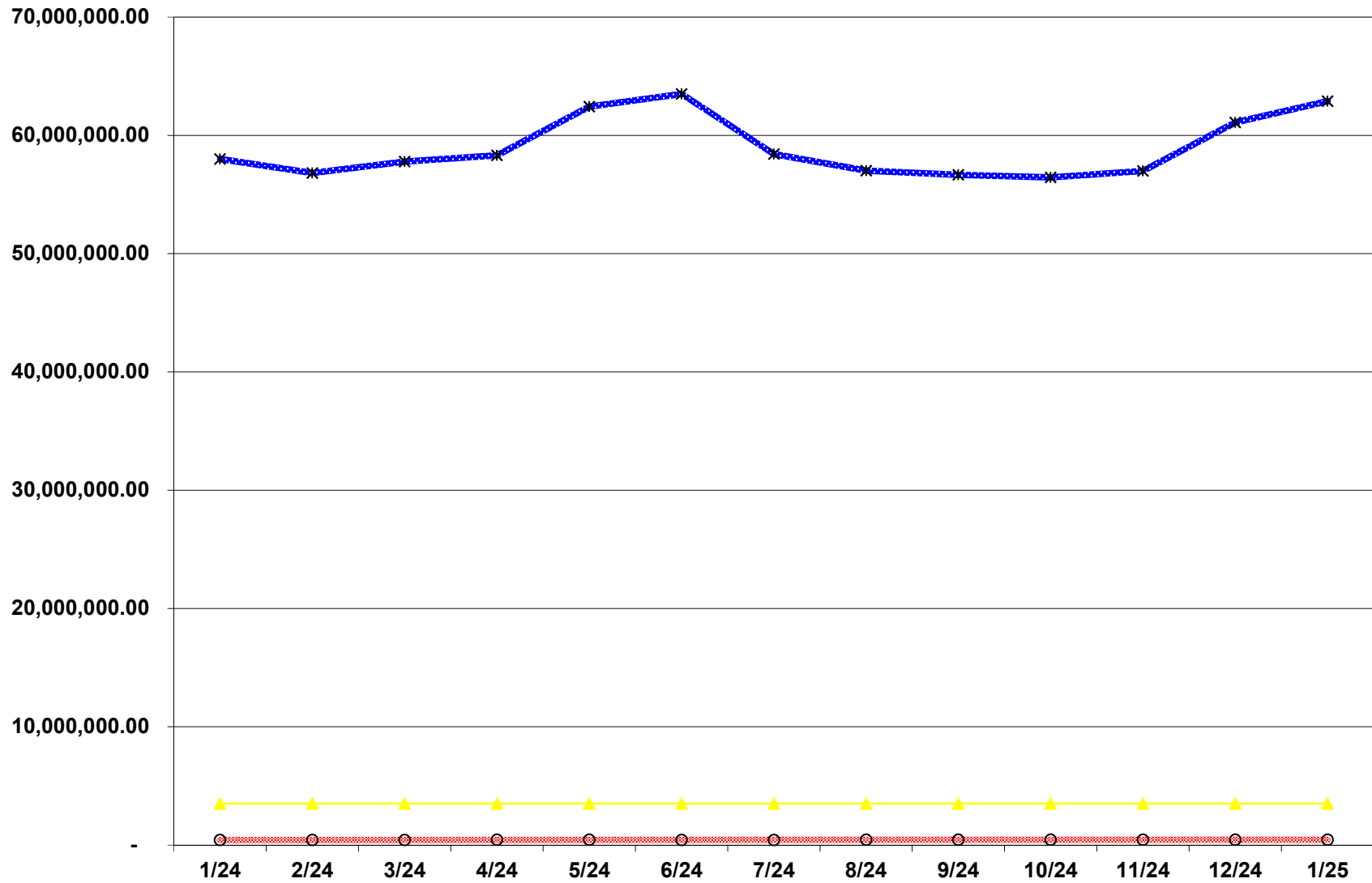
CHANGE +/- **\$ 1,803,965.52**

All investments are in accordance with the City Investment Policy, and as such, sufficient funds are available to meet the cash flow requirements of Loma Linda, including the next thirty days' obligations.



 Treasurer

CITY OF LOMA LINDA
MONTHLY TREASURER'S REPORT 1/2024-1/2025



CITY, SUCCESSOR RDA & HA - TOTAL CASH AVAILABLE CITY - FORMER RDA BOND PROCEEDS BASELINE



D. Fire Department's Activity Report - January 2025 [Fire]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3D.
To	From
City Council	Nataly Alvizar, Executive Aide
Via	
Tom Ingalls, Fire Marshal	

RECOMMENDATION:

It is recommended that the City Council receive the report for filing.

Attachments

[January 2025 Fire Activity Report.pdf](#)

SUBJECT: January 2025 Fire Department Activity Report

Operations Division:

The Fire Department's Operations Division responded to 512 incidents in January 2025. There were 55 calls/incidents given or received in Mutual/Automatic Aid. The alarm types are broken down as follows:

Fire & Rescue	Month		YTD	
Medical Aid (MA)	344	67.2%	344	67.2%
Traffic Collision (TC)	10	2.0%	10	2.0%
MA + TC	354	69.1%	354	69.1%
Hazardous Conditions	0	2.40%	0	0.70%
Hazardous Material	1	0.40%	1	0.40%
Public Assistance	14	6.90%	14	5.50%
Rescue	3	0.90%	3	0.60%
Structure Fire	6	2.10%	6	1.00%
Cooking	3	0.00%	3	0.10%
Vegetation Fire	6	0.40%	6	0.70%
Vehicle Fire	1	0.00%	1	0.10%
Refuse Fire	8	1.10%	8	1.40%
All Fires	24	3.60%	0	3.30%
Good Intent/Dispatched & Cancelled Enroute	37	7.2%	37	7.2%
Fire Alarm Activation*	24	4.7%	24	4.7%

*Note: Includes accidental activation, burnt food, system malfunction, malicious, etc.



E. Award Contract to LCR Earthwork & Engineering Corp. for \$230,327.00 for Pavement Rehabilitation at Beaumont Ave. (CIP 24-124) [Public Works]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3E.
To	From
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council appropriate \$8,000 from Measure I Fund Balance then award a contract for the construction of the subject project to LCR Earthwork & Engineering, Corp. of Jurupa Valley for an amount of \$230,327.00; award a contract for survey construction staking to Goodman & Associates, Inc. of Colton, CA in an amount not to exceed \$2,500; award a contract for materials testing to Geocon West, Inc. of Loma Linda, CA in an amount not to exceed \$16,100; and authorize a contingency allocation of \$23,000. City staff will provide inspection and project management.

BACKGROUND:

This project is included in the approved Capital Improvement Program listed in the annual budget. Generally, this is street rehabilitation of Beaumont Avenue from Mountain View Avenue to Bryn Mawr Avenue.

ANALYSIS:

Nine (9) bids were received and publicly opened on February 4, 2025. Bids ranged from a low of \$230,327.00 to a high of \$342,954.00 (see attached bid summary). The low bidder LCR Earthwork & Engineering, Corp. of Jurupa Valley, has been checked for references and found to be satisfactory. It is not unusual for a project to change the quantities of work or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Additionally, this is a very favorable bid, therefore, staff recommends an allocation of $\pm 10\%$ of the construction amount (\$23,000.00) for a contingency allocation.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Appropriate \$8,000 from Measure I Fund Balance into Expenditure Account No. 1265340-58500 then funding will be available.

Attachments

[Bid Results - Pavement Rehab. at Beaumont Ave. 2025.pdf](#)

[Agreement - Beaumont Ave Rehab 2025.pdf](#)

Pavement Rehabilitation at Beaumont Ave. CIP 24-124

				Engineer's Estimate		LCR Earthwork & Eng. Corp.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
ITEM	DESCRIPTION	UNIT	QUANTITY				
1	Mobilization / Traffic Control	L.S.	1	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00
2	Clearing and grubbing	L.S.	1	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00
3	Crack sealing	L.S.	1	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00
4	ARHM Pavement	TON	710	\$130.00	\$92,300.00	\$170.00	\$120,700.00
5	Asphalt concrete pavement	TON	34	\$140.00	\$4,760.00	\$250.00	\$8,500.00
6	Agg. Base	TON	90	\$100.00	\$9,000.00	\$75.00	\$6,750.00
7	AC Berm	L.F.	812	\$100.00	\$81,200.00	\$15.00	\$12,180.00
8	Adjust MH to grade	EA.	2	\$700.00	\$1,400.00	\$2,000.00	\$4,000.00
9	Adjust WV to grade	EA.	12	\$80.00	\$960.00	\$1,000.00	\$12,000.00
10	Colding Milling 0.1' Thick	S.Y.	2,530	\$3.00	\$7,590.00	\$7.00	\$17,710.00
11	R&R Pavement	S.F.	240	\$10.00	\$2,400.00	\$25.00	\$6,000.00
12	Detail 22, 4" Double yellow, C.L.	L.F.	2,410	\$1.60	\$3,856.00	\$1.60	\$3,856.00
13	4" White line Bike lane	L.F.	2,710	\$1.00	\$2,710.00	\$1.10	\$2,981.00
14	Detail A24D, "STOP" and stop bar	EA.	3	\$300.00	\$900.00	\$400.00	\$1,200.00
15	Detail A24C, "35"	EA.	3	\$80.00	\$240.00	\$150.00	\$450.00
16	Detail A24D, "STOP AHEAD"	EA.	1	\$200.00	\$200.00	\$500.00	\$500.00
17	Detail A24D, "XING"	EA.	2	\$300.00	\$600.00	\$250.00	\$500.00
	Total				\$240,516.00		\$230,327.00

Pavement Rehabilitation at Beaumont Ave. CIP 24-124

Pavement Rehabilitation at Beaumont Ave. CIP 24-124				Cortez Paving, Inc.		Match Corp.	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization / Traffic Control	L.S.	1	\$49,500.00	\$49,500.00	\$53,100.70	\$53,100.70
2	Clearing and grubbing	L.S.	1	\$1,000.00	\$1,000.00	\$10,700.00	\$10,700.00
3	Crack sealing	L.S.	1	\$6,000.00	\$6,000.00	\$8,000.00	\$8,000.00
4	ARHM Pavement	TON	710	\$162.00	\$115,020.00	\$148.00	\$105,080.00
5	Asphalt concrete pavement	TON	34	\$130.00	\$4,420.00	\$222.00	\$7,548.00
6	Agg. Base	TON	90	\$30.00	\$2,700.00	\$90.00	\$8,100.00
7	AC Berm	L.F.	812	\$8.00	\$6,496.00	\$13.00	\$10,556.00
8	Adjust MH to grade	EA.	2	\$200.00	\$400.00	\$3,060.00	\$6,120.00
9	Adjust WV to grade	EA.	12	\$100.00	\$1,200.00	\$138.00	\$1,656.00
10	Colding Milling 0.1' Thick	S.Y.	2,530	\$5.00	\$12,650.00	\$5.00	\$12,650.00
11	R&R Pavement	S.F.	240	\$5.00	\$1,200.00	\$30.30	\$7,272.00
12	Detail 22, 4" Double yellow, C.L.	L.F.	2,410	\$6.00	\$14,460.00	\$1.58	\$3,807.80
13	4" White line Bike lane	L.F.	2,710	\$5.00	\$13,550.00	\$1.05	\$2,845.50
14	Detail A24D, "STOP" and stop bar	EA.	3	\$1,000.00	\$3,000.00	\$340.00	\$1,020.00
15	Detail A24C, "35"	EA.	3	\$500.00	\$1,500.00	\$105.00	\$315.00
16	Detail A24D, "STOP AHEAD"	EA.	1	\$1,000.00	\$1,000.00	\$470.00	\$470.00
17	Detail A24D, "XING"	EA.	2	\$500.00	\$1,000.00	\$210.00	\$420.00
	Total				\$235,096.00		\$239,661.00

Pavement Rehabilitation at Beaumont Ave. CIP 24-124

Pavement Rehabilitation at Beaumont Ave. CIP 24-124				Onyx Paving Co.		Vance Corp.	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization / Traffic Control	L.S.	1	\$33,707.50	\$33,707.50	\$43,290.00	\$43,290.00
2	Clearing and grubbing	L.S.	1	\$15,000.00	\$15,000.00	\$11,131.00	\$11,131.00
3	Crack sealing	L.S.	1	\$10,000.00	\$10,000.00	\$9,765.00	\$9,765.00
4	ARHM Pavement	TON	710	\$150.00	\$106,500.00	\$196.00	\$139,160.00
5	Asphalt concrete pavement	TON	34	\$150.00	\$5,100.00	\$186.00	\$6,324.00
6	Agg. Base	TON	90	\$100.00	\$9,000.00	\$99.00	\$8,910.00
7	AC Berm	L.F.	812	\$20.00	\$16,240.00	\$14.00	\$11,368.00
8	Adjust MH to grade	EA.	2	\$2,000.00	\$4,000.00	\$2,254.00	\$4,508.00
9	Adjust WV to grade	EA.	12	\$600.00	\$7,200.00	\$79.00	\$948.00
10	Colding Milling 0.1' Thick	S.Y.	2,530	\$7.00	\$17,710.00	\$5.30	\$13,409.00
11	R&R Pavement	S.F.	240	\$20.00	\$4,800.00	\$5.40	\$1,296.00
12	Detail 22, 4" Double yellow, C.L.	L.F.	2,410	\$2.40	\$5,784.00	\$2.45	\$5,904.50
13	4" White line Bike lane	L.F.	2,710	\$1.35	\$3,658.50	\$1.65	\$4,471.50
14	Detail A24D, "STOP" and stop bar	EA.	3	\$420.00	\$1,260.00	\$529.00	\$1,587.00
15	Detail A24C, "35"	EA.	3	\$265.00	\$795.00	\$163.00	\$489.00
16	Detail A24D, "STOP AHEAD"	EA.	1	\$625.00	\$625.00	\$733.00	\$733.00
17	Detail A24D, "XING"	EA.	2	\$310.00	\$620.00	\$326.00	\$652.00
	Total				\$242,000.00		\$263,946.00

Pavement Rehabilitation at Beaumont Ave. CIP 24-124

				All American Asphalt		Prestige Paving Co.	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization / Traffic Control	L.S.	1	\$48,328.00	\$48,328.00	\$5,000.00	\$5,000.00
2	Clearing and grubbing	L.S.	1	\$25,360.10	\$25,360.10	\$5,000.00	\$5,000.00
3	Crack sealing	L.S.	1	\$8,003.00	\$8,003.00	\$25,000.00	\$25,000.00
4	ARHM Pavement	TON	710	\$158.50	\$112,535.00	\$198.23	\$140,743.30
5	Asphalt concrete pavement	TON	34	\$213.50	\$7,259.00	\$548.08	\$18,634.72
6	Agg. Base	TON	90	\$134.50	\$12,105.00	\$217.72	\$19,594.80
7	AC Berm	L.F.	812	\$14.00	\$11,368.00	\$30.47	\$24,741.64
8	Adjust MH to grade	EA.	2	\$1,007.00	\$2,014.00	\$1,765.00	\$3,530.00
9	Adjust WV to grade	EA.	12	\$345.00	\$4,140.00	\$1,420.00	\$17,040.00
10	Colding Milling 0.1' Thick	S.Y.	2,530	\$8.15	\$20,619.50	\$7.10	\$17,963.00
11	R&R Pavement	S.F.	240	\$49.60	\$11,904.00	\$30.75	\$7,380.00
12	Detail 22, 4" Double yellow, C.L.	L.F.	2,410	\$2.05	\$4,940.50	\$2.42	\$5,832.20
13	4" White line Bike lane	L.F.	2,710	\$1.35	\$3,658.50	\$2.17	\$5,880.70
14	Detail A24D, "STOP" and stop bar	EA.	3	\$446.50	\$1,339.50	\$429.33	\$1,287.99
15	Detail A24C, "35"	EA.	3	\$137.40	\$412.20	\$176.33	\$528.99
16	Detail A24D, "STOP AHEAD"	EA.	1	\$618.20	\$618.20	\$4,883.00	\$4,883.00
17	Detail A24D, "XING"	EA.	2	\$274.75	\$549.50	\$353.00	\$706.00
	Total				\$275,154.00		\$303,746.34

Pavement Rehabilitation at Beaumont Ave. CIP 24-124

				Hardy & Harper		Dash Const. Co., Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
ITEM	DESCRIPTION	UNIT	QUANTITY				
1	Mobilization / Traffic Control	L.S.	1	\$50,000.00	\$50,000.00	\$64,000.00	\$64,000.00
2	Clearing and grubbing	L.S.	1	\$20,293.00	\$20,293.00	\$27,500.00	\$27,500.00
3	Crack sealing	L.S.	1	\$5,000.00	\$5,000.00	\$12,500.00	\$12,500.00
4	ARHM Pavement	TON	710	\$175.00	\$124,250.00	\$180.00	\$127,800.00
5	Asphalt concrete pavement	TON	34	\$600.00	\$20,400.00	\$420.00	\$14,280.00
6	Agg. Base	TON	90	\$100.00	\$9,000.00	\$145.00	\$13,050.00
7	AC Berm	L.F.	812	\$30.00	\$24,360.00	\$20.00	\$16,240.00
8	Adjust MH to grade	EA.	2	\$2,000.00	\$4,000.00	\$2,000.00	\$4,000.00
9	Adjust WV to grade	EA.	12	\$125.00	\$1,500.00	\$1,000.00	\$12,000.00
10	Colding Milling 0.1' Thick	S.Y.	2,530	\$12.00	\$30,360.00	\$8.50	\$21,505.00
11	R&R Pavement	S.F.	240	\$25.00	\$6,000.00	\$60.00	\$14,400.00
12	Detail 22, 4" Double yellow, C.L.	L.F.	2,410	\$1.60	\$3,856.00	\$3.85	\$9,278.50
13	4" White line Bike lane	L.F.	2,710	\$1.10	\$2,981.00	\$1.05	\$2,845.50
14	Detail A24D, "STOP" and stop bar	EA.	3	\$400.00	\$1,200.00	\$380.00	\$1,140.00
15	Detail A24C, "35"	EA.	3	\$200.00	\$600.00	\$365.00	\$1,095.00
16	Detail A24D, "STOP AHEAD"	EA.	1	\$600.00	\$600.00	\$600.00	\$600.00
17	Detail A24D, "XING"	EA.	2	\$300.00	\$600.00	\$360.00	\$720.00
	Total				\$305,000.00		\$342,954.00

AGREEMENT

THIS AGREEMENT, made and entered into this ___ day of _____, 2025, by and between THE CITY OF LOMA LINDA, A MUNICIPAL CORPORATION, hereinafter called City, and _____, hereinafter called CONTRACTOR.

WITNESSETH, that the parties hereto do mutually agree as follows:

ARTICLE I: For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by said City, said Contractor agrees with said City to perform and complete in a workmanlike manner all work required under the Project Specifications entitled:

PAVEMENT REHABILITATION AT BEAUMONT AVENUE (CIP 24-124)

In accordance with the Specifications and Drawings therefor, to furnish at his own expense all labor, materials, equipment, tools, and services necessary therefor, except such materials, equipment, and services as may be stipulated in said Specifications to be furnished by said City, and to do everything required by this Agreement and the said Specifications and Drawings.

ARTICLE II: For furnishing all said labor, materials, equipment, tools, and services, furnishing and removing all plant, temporary structures, tools, and equipment, and doing everything required by this Agreement and the said Specifications and Drawings; also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise during the prosecution of the work until its acceptance by said City, and for all risks of every description connected with the work; also for all expenses resulting from the suspension or discontinuance of work, except as in the said Specifications are expressly stipulated to be borne by said City; and for completing the work in accordance with the requirements of said Specifications and Drawings, said City will pay and said Contractor shall receive, in full compensation therefor, the price(s) named in the Bidding Schedule.

ARTICLE III: The City hereby employs said Contractor to perform the work according to the terms of this Agreement for the above mentioned price(s), and agrees to pay the same at the time, in the manner, and upon the conditions stipulated in the said Specifications; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE IV: The Notice Inviting Bids, Instructions to Bidders, proposal, Certificate of Non Discrimination by Contractors, Noncollusion Affidavits, Specifications, Drawings, and all addenda issued by the City with respect to the foregoing prior to the opening of bids, are hereby incorporated in and made part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

THE CITY OF LOMA LINDA, CALIFORNIA
(CITY)

BY: _____

ATTEST:

BY: _____ SEAL
City Clerk

Contractor

BY: _____
(Signature)

(Title)

ATTEST:

BY: _____
(Signature)

(Title)



F. Appropriate \$50,000 from Water Fund Balance then Award a Contract to Tess Electric for \$46,207.00 to Purchase and Install a Variable Frequency Drive (VFD) at Richardson Well No. 5 [Public Works]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3F.
To	From
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council appropriates \$50,000 from Water Fund Balance then award a contract for \$46,207.00 to Tess Electric Inc. of Riverside, CA to purchase and install a 400 HP variable frequency drive (VFD) for Richardson Well No. 5 and authorize a contingency allocation of \$4,600.00.

BACKGROUND:

City staff continually monitors infrastructure for signs of wear and tear. This resulted in the City Manager authorizing an in-depth inspection of Richardson Well No. 5 pump. Motor and drive. Based on the findings, this well drive unit requires replacement.

ANALYSIS:

Staff requested quotes for replacing the well's VFD. The only quote is \$46,207.00 from Tess Electric Inc. of Riverside, CA. Staff compared this price with previous quotes on similar work and found it to be competitive. Tess Electric Inc. has been the lowest quote for similar work in the past. It is not unusual for a project to change quantities or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Therefore, staff recommends an allocation of ±10% of the construction amount (\$4,600.00) for a contingency allocation.

ENVIRONMENTAL IMPACT:

None

FINANCIAL IMPACT:

Appropriate \$50,000.00 from Water Fund Balance than funding is available in account no. 4657010-58500.

Attachments

[Richardson 5 VFD Retrofit Quote Rev.B.pdf](#)

[Agreement - Richardson Well No. 5 Motor 2025.pdf](#)

Tess Electric Inc.

12142 Severn Way, Riverside, Ca 92503
Phone 951-427-1735
Lic. 1057586

From: Gregory Beebe
Greg@tesselectricsocal.com

Quote Number# 0000232B

Date: January 21, 2025

To: City of Loma Linda, Water Department
Attn: Eli Herrera, eherra@lomalinda-ca.gov

Project: Richardson 5, 400HP, VFD Replacement Revised Quote

Tess Electric is pleased to offer the following quote to retrofit a Toshiba 400HP, AS3 series drive chassis into the existing Siemens/Robicon drive assembly. The existing drive chassis, transformer and interconnecting components will be removed (others to dispose). The existing control logic will remain as is (relays, timers, terminals, ect). We will connect the existing control logic to the new drive. The Toshiba HMI will be mounted on the front door. Currently the drive chassis is in stock at the factory.

Total Cost..... \$ 46,207.00

Please let us know if you have any questions or concerns.
Best Regards:
Greg Beebe

- EXCLUSIONS:
- 1) Permits.
 - 2) Performance Bonds.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Quote valid for 30 days. This quote is for a prevailing wage project and all employees of Tess Electric shall receive the set prevailing wage compensation per DIR standards.

Sales tax is additional if applicable. Prices are good for 30 days, subject to change without notice. Please note that this is not an offer to contract, but merely a quotation of current prices for your convenience and information. Orders based on this quotation are subject to our acceptance on the terms and conditions stated in our written acknowledgement of order. We make no representations with respect to compliance with job specifications.

AGREEMENT

THIS AGREEMENT, made and entered into this ___ day of _____, 2025, by and between THE CITY OF LOMA LINDA, A MUNICIPAL CORPORATION, hereinafter called City, and _____, hereinafter called CONTRACTOR.

WITNESSETH, that the parties hereto do mutually agree as follows:

ARTICLE I: For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by said City, said Contractor agrees with said City to perform and complete in a workmanlike manner all work required under the Project Specifications entitled:

Richardson Well No. 5 VFD Purchase and Installation.

In accordance with the Specifications and Drawings therefor, to furnish at his own expense all labor, materials, equipment, tools, and services necessary therefor, except such materials, equipment, and services as may be stipulated in said Specifications to be furnished by said City, and to do everything required by this Agreement and the said Specifications and Drawings.

ARTICLE II: For furnishing all said labor, materials, equipment, tools, and services, furnishing and removing all plant, temporary structures, tools, and equipment, and doing everything required by this Agreement and the said Specifications and Drawings; also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise during the prosecution of the work until its acceptance by said City, and for all risks of every description connected with the work; also for all expenses resulting from the suspension or discontinuance of work, except as in the said Specifications are expressly stipulated to be borne by said City; and for completing the work in accordance with the requirements of said Specifications and Drawings, said City will pay and said Contractor shall receive, in full compensation therefor, the price(s) named in the Bidding Schedule.

ARTICLE III: The City hereby employs said Contractor to perform the work according to the terms of this Agreement for the above mentioned price(s), and agrees to pay the same at the time, in the manner, and upon the conditions stipulated in the said Specifications; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE IV: The Notice Inviting Bids, Instructions to Bidders, proposal, Certificate of Non Discrimination by Contractors, Noncollusion Affidavits, Specifications, Drawings, and all addenda issued by the City with respect to the foregoing prior to the opening of bids, are hereby incorporated in and made part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

THE CITY OF LOMA LINDA, CALIFORNIA
(CITY)

BY: _____

ATTEST:

BY: _____ SEAL
City Clerk

Contractor

BY: _____
(Signature)

(Title)

ATTEST:

BY: _____
(Signature)

(Title)



G. Award Contract to Dennis Grubb and Associates for \$50,000 for Fire Department Plan Check Services [Fire]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3G.
To	From
City Council	Tom Ingalls, Fire Marshal

RECOMMENDATION:

It is recommended that City Council award a contract to Dennis Grubb and Associates to provide fire plan check and review services for Loma Linda Fire Department.

BACKGROUND:

Current contract for fire plan check services will end February 2025. Loma Linda Fire submitted a Request for Qualifications (RFQ) on January 21, 2025, for all interested vendors to apply by January 27, 2025, following the City of Loma Linda's Purchasing Policy. The City received three proposals by the deadline outlined on the RFQ. Staff evaluated each proposal based on relevance of the services being provided, employee certifications, and experience. Dennis Grubb and Associates scored the highest based on the above criteria. Notices of non selection were sent to vendors on January 27, 2025.

ANALYSIS:

Dennis Grubb and Associates will provide fire plan check services for three years with the option of two additional one year extensions per the contract outlined in the Standard Service Agreement attached.

FINANCIAL IMPACT:

Plan check services will be paid for from account# 0012070-51820.

Attachments

[DGA Loma Linda Fire Plan Review Proposal.pdf](#)

[Plan Check RFQ.pdf](#)

[Agreement - Fire plan check services - Dennis Grubb & Assoc.pdf](#)



CITY OF LOMA LINDA



Proposal

Provide Fire Department Plan Check Services

January 27, 2025



A Willdan Engineering Company

DENNIS GRUBB & ASSOCIATES

A Willdan Engineering Company



January 27, 2025
Loma Linda Fire Department
Fire Marshal Tom Ingalls
25541 Barton Rd
Loma Linda, CA 92562

Subject: Proposal for Fire Department Plan Check Services

Dear Fire Marshal Ingalls,

Dennis Grubb & Associates (DGA), a Willdan Engineering Company, is pleased to submit this proposal to provide professional fire plan check services to Loma Linda Fire Department (LLFD). This proposal outlines all of the elements that as a whole make DGA a high-quality solution to LLFD needs including our experienced personnel, our range of plan review and inspection services.

The following characteristics make DGA uniquely qualified to service the LLFD:

- Experienced plan review with specific technical skills in fire plans
- Over 10 years of working directly with LLFD providing professional plan review services
- Electronic plan review capability utilizing Bluebeam software
- We are a local firm whose associates are well-versed in local, regional, and state policies and practices
- Competitive fees
- Excellent references

DGA far exceeds the minimum qualifications:

- Most of our technical staff have over 20 years of combined experience working in & with fire departments
- DGA is able to meet all of the LLFD requirements
- DGA has the required licenses and permits to provide contract staff services in the State of California
- DGA and its associates possess the certifications and qualifications required. We are highly experienced in the use and content of all California Building Standards Codes and currently adopted nationally recognized standards including all of NFPA

Thank you for the opportunity to respond to your Request for Qualifications for Fire Department Plan Check Services. This proposal and fee schedule is valid, binding, and capable of acceptance by the City of Loma Linda for one-hundred-twenty (120) days from the date of submittal. We look forward to continuing our relationship with the LLFD and welcome any request to provide further information regarding our qualifications to perform these services.

Sincerely,

Dennis J. Grubb, CFPE
Deputy Director of Fire Services
6560 Van Buren Blvd, Ste. E, Riverside, CA 92503
T. 951.218.5482
DGrubb@Willdan.com



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1. Firm Experience

Firm Bio

Dennis Grubb & Associates (DGA), a Willdan Engineering Company, was initially created in 2005, specializing exclusively in fire prevention services. In 2007, DGA formalized the company by becoming a Limited Liability Corporation. In 2010 we expanded our service to include fire inspections. Over the years DGA developed a reputation for quality plan reviews and inspections with fast turn-around times. In a move to expand their fire service presence, Willdan Engineering acquired DGA in August of 2023, and continues to be managed by Dennis Grubb. DGA has been providing a broad range of fire plan review and inspection services for 20 years and currently is performing contract plan review and inspections services for 29 agencies throughout California and Florida.

Willdan Engineering, a California Corporation founded in 1964, is part of Willdan Group, Inc. (WGI), a nationwide firm serving numerous public agencies and private sector clients. Founded in 1964 and headquartered at 2401 E. Katella Avenue, Anaheim, California 92806, Willdan was originally established as a civil engineering firm specializing in providing solutions for our public agency clients. Since that time, we have evolved into a professional consulting firm offering a broad array of services. This allows us to provide a comprehensive and integrated approach to our clients’ planning, engineering, building and safety, financial, economic, public facility, public safety, and energy sustainability solutions.

Fire Plan Review Clients

Dennis Grubb & Associates provides fire plan review and/or inspection services to the following agencies:

- City of Big Bear Lake
- City of Brea
- City of Carlsbad
- City of Colton
- City of Costa Mesa
- City of El Segundo
- City of La Habra Heights
- City of La Verne
- City of Laguna Beach
- City of Loma Linda
- City of Long Beach
- City of Manhattan Beach
- City of Montclair
- City of Loma Linda
- City of Newport Beach
- City of Perris
- City of Panama Beach, FL
- City of Petaluma
- City of Placentia
- City of San Gabriel
- City of Sierra Madre
- City of Ventura
- County of Riverside
- County of Madera
- Morongo Band of Mission Indians
- Orange County Fire Authority
- Rancho Santa Fe Fire District
- Santa Ynez Band of Chumash Mission Indians
- Twenty-Nine Palms Band of Mission Indians

Local Experience and City Knowledge

Since 2014, DGA has continued to provide fire plan review services to LLFD. To date, DGA has reviewed over 452 projects for LLFD, with most of the projects requiring two or more reviews. Our staff is familiar with the area and specifically with the City of Loma Linda and its community. Due to our experience in working with LLFD, DGA is the ideal company to provide fire plan review services to the city.





Summary of Projects

DGA has plan-checked the simplest to the most complex projects. We are experienced in all plan types that are regulated by California Code of Regulations, Title 24, Parts 1-12 and the associated NFPA Standards that would fall under the fire department's jurisdiction. Below are just a few examples of some of the complex projects reviewed by DGA personnel.

VA Medical Center, City of Loma Linda, CA.

271,000 ft² four-story three wing medical center.

The reviews consisted of the following disciplines:

- Fire Department Access
- Underground Fire Service
- Fire Command Center
- Fire Alarm System
- Fire Sprinkler System
- Medical Gas
- Engineered Suppression Systems
- Standpipe System
- Architectural

Contact: Loma Linda; Fire Marshal Tom Ingalls, 909-799-2853

Adminstrator: Nataly Alvizar, 909-799-2852



Loma Linda Medical Center, City of Loma Linda, CA.

Sixteen-story, 268' high, 992,000 ft², hospital situated on 126 base isolators, with a roof heliport. The Medical Center is the tallest hospital currently in California.

The reviews consisted of the following disciplines:

- Fire Department Access
- Underground Fire Service
- Fire Command Center
- Fire Alarm System
- Fire Sprinkler System
- Fire Pump (multiple systems)
- Foam Suppression Systems (heliport fire protection)
- Engineered Suppression Systems
- Standpipe System
- Emergency Generator Systems
- Architectural
- Medical Gases
- Alternate Means & Methods evaluation
- Emergency Radio Enhancement System

Contact: Loma Linda; Fire Marshal Tom Ingalls, 909-799-2853

Adminstrator: Nataly Alvizar, 909-799-2852





Wolf Lodge, City of Garden Grove, CA.

Ten-story hotel with a 105,000 ft² indoor water amusement park, with shops and restaurants.

The reviews consisted of the following disciplines:

- Fire Department Access
- Underground Fire Service
- Fire Sprinkler System
- Fire Pump
- Fire Command Center
- Fire Alarm Systems
- Smoke Control
- Hazardous Materials
- Architectural
- CFC § 104.9 Alternate Means & Methods Evaluation
- Emergency Radio Enhancement System

Contact: Garden Grove; Fire Fire Marshal Paul Whittaker, 714-741-5614

Administrator: Don Nguyen, 714-741-5633



Toyota Arena, City of Ontario, CA.

225,000 ft² multi-event arena that has a full capacity of 11,000. Toyota Arena was formerly known as the Citizen Bank Arena and initially the Ontario Event Center.

The reviews consisted of the following disciplines:

- Fire Department Access
- Underground Fire Service
- Fire Pump
- Fire Sprinkler System
- Fire Alarm System
- Architectural
- Smoke Control System
- CFC § 104.9 Alternate Means and Methods Evaluation

Contact: Subconsultant to Scott Fazekas & Associates; Scott Fazekas, 949-475-2901



Kaiser Medical Offices, City of Murrieta, CA.

DGA provided fire plan review services for the 79,500 ft² expansion of the Medical Office complex.

The reviews consisted of the following disciplines:

- Architectural
- Fire Sprinkler System
- Emergency Radio Enhancement System
- Alarm System
- Medical Gases (Including inspections)

Contact: Murrieta Fire & Rescue; Fire Marshal Doug Strosnider, 951-348-0039

Adminstrator: Tisha McKnight, 951-461-6155





References

Reference 1	
Company name:	City of Perris
Address:	135 N. D St. Perris, CA 92570
Contact person:	Jorge Caballero (Building Official/Fire Marshal)
Email address:	Jcaballero@cityofperris.org
Telephone:	(951) 718-1092
Dates work performed:	2005 – Present
Summary of product and scope of services:	Fire Plan Check Services

Reference 2	
Company name:	City of La Habra Heights
Address:	1245 N. Hacienda Blvd, CA 90631
Contact person:	Rafferty Wooldridge (City Manager)
Email address:	rwooldridge@lhcity.org
Telephone:	(562) 694-6302
Dates work performed:	2010 – Present
Summary of product and scope of services:	Fire Plan Check, Fire Inspection, and Fire Marshal Services

Reference 3	
Company name:	City of Montclair
Address:	5111 Benito St, Montclair, CA 91763
Contact person:	Merry Westerlin (Building Official)
Email address:	MWesterlin@cityofmontclair.org
Telephone:	(909) 625-9438
Dates work performed:	2017 – Present
Summary of product and scope of services:	Fire Plan Check, Fire Inspection, and Fire Marshal Services

Letters of Recommendation

DGA recognizes that meeting and/or exceeding the client’s needs is paramount to the success of both DGA and their clients. Proposals are promises for specific performance. Though once the contract is awarded, does the contractor consistently meet that performance? Do they meet the turn-around times? Are they comprehensive in the reviews? Is the contractor readily available for consultation? Do they have the staff with the experience to handle all plan types? As you can see from the attached Letters of Recommendation, the answer to all those questions from our existing clients is a resounding yes.





MURRIETA FIRE & RESCUE

Community Risk Reduction Division

41825 Juniper Street • Murrieta, CA 92562 • (951) 461-6151

April 15, 2024

Re: Recommendation Letter for Dennis Grubb & Associates

To Whom It May Concern:

Please consider this my professional recommendation for Dennis Grubb & Associates (DGA). DGA is the fire plan check and inspection consultant for Murrieta Fire & Rescue. When we saw a plan checker's sudden departure, DGA stepped in and quickly displayed its integrity, professionalism, and prompt responsiveness. They have provided excellent review services to our department since January 2022.

Over the last 27 months, DGA has served as our primary plan review firm and has assisted us in several technical inspections. The quality of their review process, as well as the outstanding customer service, is a testament to their commitment. Dennis and the DGA staff are readily accessible, providing us with timely responses to inquiries, making us feel valued and prioritized.

DGA's technical expertise in the fire arena is unparalleled. Dennis has not only assisted us in working through a variety of complex projects and issues, but his responsiveness to any concern that I may have has been consistently impressive, instilling confidence in our fire safety measures.

I highly recommend DGA to any fire department searching for a highly skilled fire plan review firm that has demonstrated continuous responsiveness and has generally exceeded our high expectations.

Douglas Strosnider
Fire Marshal
Murrieta Fire & Rescue





Tim McHargue
Fire Chief
Fire Department
303 East "E" Street
Colton, CA 92324
(909) 370-5100

April 8, 2024

Re: Recommendation Letter for Dennis Grubb

To Whom It May Concern:

It has been a privilege to work with Dennis Grubb & Associates (DGA) since January of 2017. During this time, DGA has always provided value and service far beyond the limits of our formal contract.

Dennis, and his entire staff, have extraordinary communication skills and have always demonstrated the utmost professionalism and integrity in all our dealings.

DGA has always been very organized, responsible, knowledgeable, and diligent with 100% of all plans checks not only meeting, but usually exceeding contracted expectations.

The City of Colton, and myself personally, have benefited greatly from not only the personal experience of Dennis Grubb but also from other professional relationships and contacts that Dennis has built over the years.

Dennis and DGA have always made themselves available to us and been highly responsive on everything from plan check status to real time questions during an inspection. The fact of just being able to talk to Dennis, or one of his associates, adds incredible value to the service DGA provides.

The City of Colton Fire Department could not be more satisfied with Dennis Grubb and the entire DGA staff and would not hesitate to recommend their services.

Please feel free to contact me with any additional questions at 909-370-5144.

Respectfully,

Ray Bruno, Deputy Fire Chief
Colton Fire Department





CITY OF LA VERNE FIRE DEPARTMENT

2061 Third Street, La Verne, California 91750
www.lavernefire.org

Re: Recommendation Letter for Dennis Grubb & Associates

To Whom It May Concern:

Dennis Grubb & Associates (DGA) has been providing fire plan review services to La Verne Fire Department since our August 2022. Dennis and his staff provide excellent technical expertise, quality, and professional plan review services.

In our experience, DGA's attention to detail has helped identify and mitigate problems quickly, resulting in consistent expedient turnaround timeframes. Dennis and his teams extensive fire safety knowledge and expertise has been a great resource for our department. Dennis responds quickly to any questions or issues that I have and provides sound recommendations. This has been especially helpful in dealing with large projects in our city.

I would highly recommend DGA to any fire department that is looking for an excellent fire plan review firm.

Sincerely,

Fred St. Ange,
Fire Marshal

Concurrence:

Christopher Nigg,
Fire Chief





2. Associate Team



Ms. Sandie Hastings is the Principal Project Manager of Fire Services. Ms. Hastings is responsible for overseeing fire plan check reviews and fire inspections to ensure compliance with current adopted California Fire Code and California Building Code Sections as adopted by the California State Fire Marshal, local amendments and polices, as well as City code and standards. She also provides Fire Marshal services to the City of Montclair and the City of La Habra Heights. She has spent 37 years in the fire service field, retiring from Riverside County Fire in 2022. Ms. Hastings is an ICC certified fire plans examiner and inspector. She has served on a variety of code

adoption committees at both the State and National level and has assisted several jurisdictions with the fire code adoption process.

Key Individuals

Brief summaries of the team’s qualifications, organizational chart, and resumes are presented below. Our personnel will be performing the work from our Riverside office.

Team	Credentials
<p>Sandie Hastings Principal Project Manager I of Fire Services <i>39 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BS, Fire Science ▪ International Code Council Fire Plans Examiner Fire Inspector I Fire Inspector II Residential Fire Sprinklers Plans Examiner ▪ California State Fire Marshal ▪ Fire Protection Specialist ▪ Fireworks ▪ Film/TV Safety Officer ▪ Certified Emergency Response Team (CERT) Instructor
<p>Randy Metz Deputy Project Manager <i>32 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ MPA, Master of Public Administration ▪ MD, Executive Fire Officer Program, National Fire Academy ▪ BS, Applied Management ▪ International Code Council Fire Inspector I & II ▪ California State Fire Marshal Chief Officer Fire Marshal Plans Examiner Fire Protection Specialist Fire Prevention Officer Fire Officer Firefighter I & II Fire Investigator
<p>Andrew Keyworth Senior Fire Plan Analyst <i>21 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BS, Engineering Technology – Fire Protection and Safety ▪ BS, Biology with Minor in History ▪ International Code Council CBC Nonstructural Fire and Life Safety Principles CFC Fundamentals Fire Protection Systems





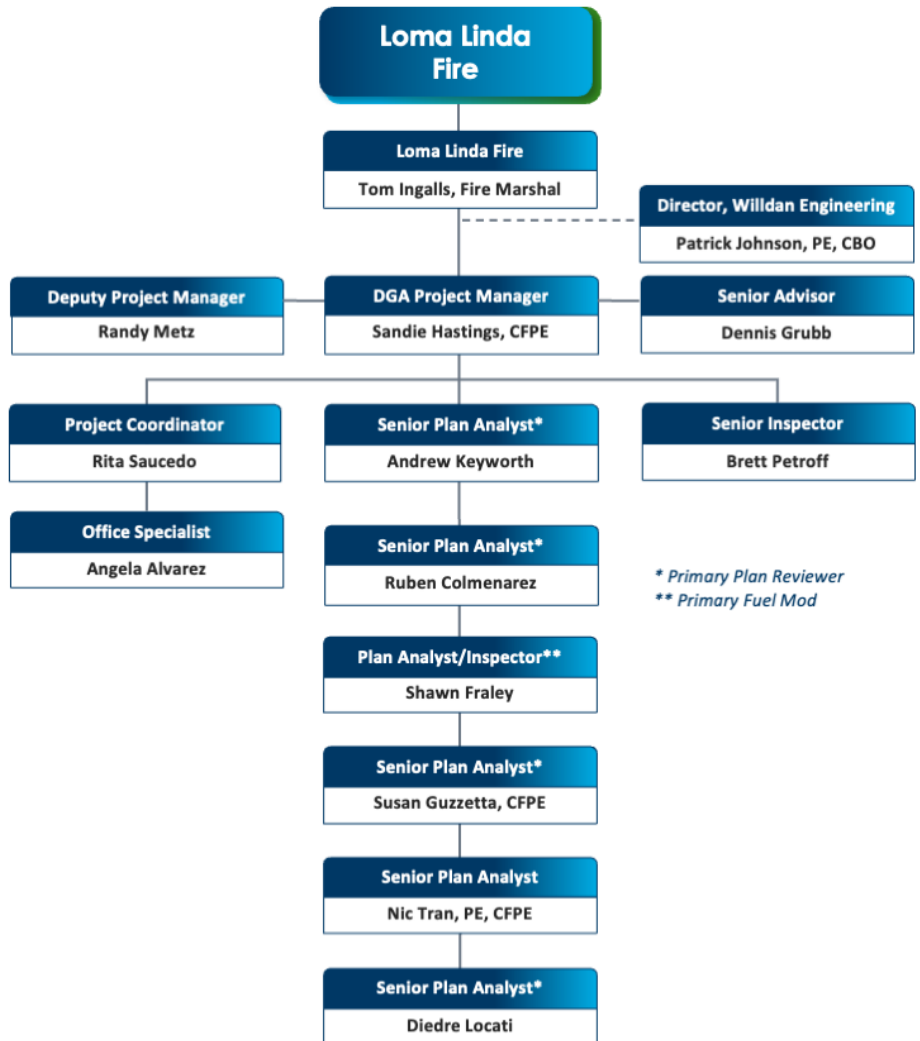
	<p>Solving Means of Egress Issues in Commercial Buildings 2006 IBC Transition from 1997 UBC IBC Hazardous Materials 2006 IFC Transition From 2000 UFC Means of Egress I & II Flammable and Combustible Liquids—UFC Article 79 Hazardous Materials Applications of the UFC for Building Construction</p> <ul style="list-style-type: none"> ▪ California State Fire Marshal Prevention 1A, 1B, & 1C
<p>Ruben Colmenarez Senior Fire Plan Analyst <i>20 Years of Experience in Fire and Life Safety</i> <i>8 Years of Experience in Planning</i></p>	<ul style="list-style-type: none"> ▪ BA, Environmental Analysis & Design ▪ Subdivision Map Act ▪ ICC Trained ▪ Fire and Smoke Protection Fire Sprinkler and Alarm Systems Building Classification Care Facilities Provisions Exterior Wall and Opening Protection Mixed Occupancies Commercial Fire Plan Reviews Fire and Smoke Separations Means of Egress Hazardous Materials Provisions Hazardous Materials and Use of Control Areas Allowable Heights and Areas Assembly Means of Egress Commercial Kitchen Hoods High-Piled Combustible Storage ▪ CAFAA Fire Alarm System Plan Review
<p>Shawn Fraley Plan Review Analyst/Inspector <i>24 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BS, Health Education and Promotion ▪ Firefighter I ▪ Emergency Medical Technician-Defibrillation (EMT-D)
<p>Susan Guzzetta Senior Fire Plans Analyst <i>41 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BA, Psychology ▪ California State Fire Marshal Plans Examiner Fire Protection Specialist Fire Prevention Officer Fire Inspector
<p>Nicholas Tran Senior Fire Plans Analyst <i>10 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ MS, Fire Protection Engineering ▪ BS, Mechanical Engineering ▪ Registered Professional Fire Protection Engineer ▪ Registered Professional Mechanical Engineer ▪ International Code Council Fire Plans Examiner Fire Inspector II





<p>Diedre Locati, CFPE Senior Fire Plans Analyst <i>32+ Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BS, Occupational Studies ▪ AS, Fire Science ▪ International Code Council Fire Plans Examiner Special Advanced Systems ▪ California State Fire Marshal Fire Prevention Officer I, II, and III Fire Investigator I
<p>Brett Petroff Senior Inspector <i>36 Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BA, Biological Science ▪ Hazardous Material Management Certificate UCI ▪ California State Fire Marshal Fire Prevention Officer I & II Fire Marshal
<p>Dennis Grubb Senior Advisor <i>24+ Years of Experience in Fire and Life Safety</i></p>	<ul style="list-style-type: none"> ▪ BS, Criminal Justice ▪ International Code Council Certified Fire Plans Examiner Certified Fire Inspector II

Organizational Chart





Resumes

Resumes of our key individuals are provided below.





Sandie Hastings

Principal Project Manager I

Ms. Hastings has extensive expertise working directly for Fire Departments in the Fire Prevention Bureau. She has worked as a Fire Marshal, a Plans Examiner, and a Fire Inspector.

EDUCATION

Columbia Southern University,
B.S in Fire Science

PROFESSIONAL CERTIFICATIONS

International Code Council
Fire Plans Examiner
Fire Inspector I
Fire Inspector II
Residential Fire Sprinklers
Plans Examiner

SPECIALIZED TRAINING

Fire Protection Specialist
Fireworks
Film/TV Safety Officer – CA
Certified Emergency
Response Team (CERT)
Instructor

ASSOCIATIONS / COMMITTEES

California Fire Prevention
Officers, Southern Division
California Fire Prevention
Officers, Code Committee
California State Fire Marshal,
Automatic Extinguishing
Systems Committee
California State Fire Marshal,
Fire Extinguisher Committee

**39 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY**

Agency Experience

- El Segundo Fire Department
- Riverside County Fire Department
- Torrance Fire Department
- La Habra Fire Department

Project/ Fire Plan Review Experience

- Instrumental in change to California Code of Regulations, Title 19, for the fire extinguisher tear down cycle change from one to six years. Traveled across CA to meet with fire chiefs, fire marshals, and fire service representatives to discuss the need for change.
- Developed policies and SOPs for fire sprinklers, fire alarms, and associated fire systems for Riverside County, Torrance and La Habra Fire Departments.
- Worked on development and revision of regulations for fire sprinkler and automatic extinguishing systems as part of the CA State Fire Marshal’s Fire Extinguishing Systems Advisory Board.
- Researched and evaluated fire protection, building, and development plans for commercial, industrial, and residential projects to ensure compliance with applicable laws, codes, and standards.
- Attended development meetings and worked with contractors and city staff to move projects forward without delay.
- Analyzed community fire problems and implemented strategies for improvement; managed the weed and hazard abatement program for Norco.
- Fire inspector and plan checker for One Stop Permit Counter; performed annual and new construction inspections for State regulated and non-State regulated occupancies. Role evolved to plan reviews and training.
- Evaluated building and development plans; wrote technical guidelines. Interpreted codes, developed code amendments, participated in code adoption, and attended hearings for the International Code Council.
- Presented fire code training programs to staff and trained citizens for CERT; mentored new inspectors.
- Worked cooperatively with the public, outside agencies, and city staff to ensure service excellence.
- Coordinated and managed fire inspection and plan reviews for the cities of Eastvale and Norco; regarded as the Fire Marshal for each city with full oversight for management of Fire Systems Inspectors and inspection programs. As Fire Marshal of Eastvale and Norco, Ms. Hastings has reduced plan review turnaround time by 50% (from one month to two weeks).





Randy Metz

Deputy Project Manager

Mr. Metz is knowledgeable in fire protection systems, fire alarm systems, building design & architecture, high piled storage, hazardous materials, fire department access, and the urban planning process. Mr. Metz is an active participant in the code development process at the state and national levels. He has served as a mentor for subordinates allowing employees to get the most out of their abilities. Mr. Metz is available for Fire Marshal services, fire code plan checking and fire code inspections Statewide for our California clients.

EDUCATION

California Baptist University,
Riverside, CA, Master of
Public Administration
(M.P.A.)

National Fire Academy,
Emmitsburg, MD, Executive
Fire Officer Program

Azusa Pacific University,
Azusa, CA, B.S – Applied
Management

Pasadena City College,
Pasadena, CA, A.S – Liberal
Studies / Fire Science

PROFESSIONAL CERTIFICATIONS

International Code Council
Fire Inspector I & II

California State Fire Marshal
Chief Officer

Fire Marshal

Plans Examiner

Fire Protection Specialist

Fire Prevention Officer

Fire Officer

Firefighter I & II

Fire Investigator

SPECIALIZED TRAINING

California P.O.S.T. – P.C. 832

Modules 1-3

**32 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY**

Agency Experience

- Carlsbad Fire Department
- Moreno Valley Fire Department
- Riverside County Fire Department
- Orange County Fire Authority

Project / Plan Review Experience

- As Battalion Chief/Fire Marshal for Carlsbad Fire Department Mr. Metz served as a senior management team member in evaluating and resolving fire prevention operational problems and making appropriate decisions.
 - Manage and prioritize development of code and construction activities, plan review, construction inspection, permit and code enforcement, special event permitting, and contract city Fire Marshal programs.
 - Coordinate operational activities to ensure consistency in application of codes, standards, policies, and procedures across jurisdictions within the County Fire Prevention division.
 - Serve as contract Fire Marshal and develop, implement, and supervise the localized fire prevention program and local service operations while maintaining program consistency across jurisdictions.
 - Coordinate the fire inspection functions of the Fire Prevention division with other department divisions, government agencies, partner jurisdictions and the public.
 - Assist the public and other employees with technical inquiries related to Fire Prevention operations.
 - Oversee and resolve difficult and sensitive inquiries or complaints.
- As Chief of Prevention/Fire Marshal for Riverside County Fire Department in Perris. Mr. Metz managed, planned, organized, and evaluated the work of the division.
 - Establish operational plans and initiatives to meet division goals and objectives.
 - Manage and implement work programs, processes, procedures, and policies.
 - Coordinate functions and responsibilities to achieve optimal efficiency and effectiveness; develop annual budget and monitor performance against adopted budget.
 - Provided day-to-day leadership to all staff and liaison with all city departments.
 - Represent fire interests during Planning Commission meetings.
 - Ensure that a high level of customer service is provided by the Division.





Andrew Keyworth

Senior Fire Plan Analyst

As a DGA Associate, **Mr. Keyworth** will perform plan review to ensure compliance with adopted codes and standards for a wide variety of facilities and uses to include, but not limited to, fire alarm systems, fire suppression systems, pre-engineered systems, architectural, high piled storage, and special systems.

EDUCATION

Oklahoma State University, B.S.-
Engineering Technology - Fire
Protection and Safety

University of California –
Riverside, B.S.- Biology with
Minor in History

PROFESSIONAL CERTIFICATIONS

International Code Council

CBC Nonstructural Fire and Life
Safety Principles

CFC Fundamentals

Fire Protection Systems

Solving Means of Egress Issues in
Commercial Buildings

2006 IBC Transition from 1997
UBC

IBC Hazardous Materials

2006 IFC Transition From 2000
UFC

Means of Egress I & II

Flammable and Combustible
Liquids—UFC Article 79

Hazardous Materials

Applications of the UFC for
Building Construction

California State Fire Marshal

Prevention 1A, 1B, & 1C

SPECIALIZED TRAINING

State Regulated Facilities, OCFA

Chemical Classification 101, OCFA

Hazardous Materials/Confined
Space Awareness, OCFA

Intermediate Fire Alarm Seminar,
AFAA

Fire Alarm System Testing, AFAA

Underwriters Laboratories Fire
Systems, Alarm Association

Fire Alarm Systems, California

Fire Chiefs Association

Agency Experience

- Riverside City Fire Department
- Grinnell Fire Protection
- Orange County Fire Authority

Project / Plan Review Experience

- Evaluate proposed fire protection systems and scenarios to help eliminate the danger to prevention & suppression personnel as well as the public.
- Participate in detailed coordination and interfacing with appropriate building department representatives to ensure compliance.
- Provide guidance and direction to subordinates.

Mr. Keyworth has completed the following specialty certifications:

- OSHA Hazardous Waste Operations Training 1910.120 (e) (3) (I) Off-Site.
- OSHA Hazardous Materials Technician.

21 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY





Ruben Colmenarez

Senior Fire Plan Analyst

Mr. Colmenarez has extensive development experience in the application of the California Building, Fire, Residential Codes, local amendments, NFPA, and related design standards. Mr. Colmenarez has had extensive architectural plan review experience for all State Fire Marshal regulated facilities, occupancies, and related permits.

EDUCATION

Long Beach City College,
A.A. Liberal Arts

University California Irvine,
B.A. Environmental
Analysis & Design

Specialized Training

Subdivision Map Act
ICC Trained
Fire and Smoke Protection
Fire Sprinkler and Alarm
Systems
Building Classification
Care Facilities Provisions
Exterior Wall and
Opening Protection
Mixed Occupancies
Commercial Fire Plan
Reviews
Fire and Smoke
Separations
Means of Egress
Hazardous Materials
Provisions
Hazardous Materials and
Use of Control Areas
Allowable Heights and
Areas
Assembly Means of
Egress
Commercial Kitchen
Hoods
High-Piled Combustible
Storage
CFAA
Fire Alarm System Plan
Review

Agency Experience

- City of Westminster (CDD/ Planning Department)
- Orange County Fire Authority
- City of Irvine (In Building and Safety/OCFA)
- City of Irvine Subdivision Committee (OCFA)
- City of Santa Ana (In Building and Safety/OCFA)
- County of Orange Subdivision Committee (OCFA)

Project/ Fire Plan Review Experience

- 20 years in Fire and Life Safety with 14,000+ plans checked.
- Plan review and preparation of correction notices and other activities including, but not limited to the following:
 - Entitlement/ Subdivision Map Review
 - Access and Water Supplies
 - Sprinklers and Alarm Systems
 - Hood Suppression Systems
 - Architectural Review (SFM + Special Occupancies)
 - Alternate Materials and Methods
 - Code Adoption Process Support
 - Training Classes
 - Annual Inspections and Permit Issuance
 - Evaluation of Performance Based Designs
 - Adaptive Reuse of Existing Buildings

ASSOCIATIONS / COMMITTEES

Southern California Fire
Prevention Officers
Society of Fire Protection
Engineers, Southern
California Chapter
County of Orange
Subdivision Committee
Member
American Planning
Association

**20 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY
8 YEARS PLANNING**





EDUCATION

Northern Arizona
University, Flagstaff, AZ

Bachelor of Science, Health
Education and Promotion

PROFESSIONAL CERTIFICATIONS

Firefighter I

Emergency Medical
Technician-Defibrillation
(EMT-D)

SPECIALIZED TRAINING:

Building Construction, Fire
Instructor 1A; 1B Plan
Review

Fire Prevention 1A; 1B; 1C;
3A,3B; Fire Alarm

24 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY

Shawn Fraley

Plan Review Analyst/Inspector

As a DGA Associate, **Mr. Fraley** specializes in fuel modification/vegetation management and will be DGA's primary plan reviewer and inspector in that discipline.

Agency Experience

- Orange County Fire Authority

Relevant Experience

- Participated in groups and committees developing and implementation of section goals and objectives. Trained in Evaluation and Discipline, best practices in Personnel Management and Labor Relations.
- Plan Review for fire sprinklers and fire alarms and systems. Planning Applications, Fuel Modification, Architectural, Hazardous Materials, Underground Fire Protection.
- Trained in fire codes and regulations for buildings and sprinkler systems, fire science and fire spreading in various types of buildings.
- Conducted complex inspections on construction sites and existing occupancies to ensure compliance to approved plans.
- Researched, prepared, issued and explained fire and fire life safety notices, permits, correction letters, specifications, and guidelines.
- Developed and conducted public outreach and training sessions for various customers.
- Researched and applied current codes as well as codes applicable at the time of original construction. Under the supervision of a fire captain, performed a variety of probationary duties, including fire suppression and emergency medical services with an engine and/or truck company.
- Certified EMT-D, including hands-on experience in emergency situations; trained in basic life-support and extrication.
- Trained in fire ground tactics and fire alarms and systems.



Susan Guzzetta

Senior Fire Plans Analyst

Ms. Guzzetta has over 41 years of experience in fire and life safety. She has provided Fire Marshal services and fire plan review, and is experienced in hazardous materials, photovoltaic and energy storage systems, residential fire sprinklers, commercial hood suppression systems, fire protection systems, fire alarm systems, and high piled storage.

Work Experience

- Santa Ana Fire Department
- Orange Fire Department
- Oceanside Fire Department
- Costa Mesa Fire Department
- Newport Beach Fire Department

Committees

- Orange County & San Diego Fire Prevention Officers
- St. Joseph’s Hospital Safety Committee
- Costa Mesa Fire Chiefs Advisory Council
- Business Ambassador, City of Newport Beach

EDUCATION

Cal State University, Fullerton, B.A. Psychology
Orange Coast College, A.A. Liberal Arts, A.A. Psychology

CERTIFICATIONS

California Fire Marshal Office Plans Examiner
Fire Protection Specialist
Fire Prevention Officer
Fire Inspector

SPECIALIZED TRAINING

Recognizing and Identifying Hazardous Materials
National Code Services Association Fire Prevention 1A, 1B, 1C, 2A, 2B, 2C, 2E, 3A, 3B
Atriums & Smoke Control
Assembly Uses in Existing Buildings
Industrial Uses in Existing Buildings
Means of Egress
Special and Mixed Occupancies
Solving Means of Egress Issues in Commercial Buildings
Nonstructural Fire and Life Safety Principles
Hazardous Materials
Fire Protection Systems
High-Piled Combustible Storage
California Fire Code Fundamentals
California Fire Prevention Institute – Evaluating Alternative Methods of Construction
Exit Hardware and Door Controls
Photovoltaic and Energy Storage Systems
Residential Fire Sprinklers Systems
Commercial Hood Suppression Systems
Fundamentals of Nonstructural Plan Review
Assessing Wildfire Hazards in the Home Ignition Zone
Plan Check of Fire Sprinklers
Residential Fire Sprinklers
Underground Piping & Water Supply
Special Advanced Sprinkler Systems

**41 YEARS OF EXPERIENCE
 IN FIRE AND LIFE SAFETY**





Nicholas Tran

Senior Fire Plans Analyst

As a licensed Fire Protection and Mechanical Engineer, **Mr. Tran** assists DGA with complex projects that need that level of engineering expertise in the plan review analysis.

EDUCATION

California Polytechnic State University, San Luis Obispo, M.S Fire Protection Engineering

San Jose State University, B.S Mechanical Engineering

PROFESSIONAL CERTIFICATIONS

Registered Professional Fire Protection Engineer

Registered Professional Mechanical Engineer

International Code Council

Fire Plans Examiner

Fire Inspector II

10 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY

Agency Experience

- Milpitas Fire Department
- City of Fremont
- Lawrence Berkeley National Laboratory

Project / Plan Review Experience

- Fire Protection Engineer/Captain for the Fire Prevention Division of the Milpitas Fire Department.
- Performed comprehensive plans examination to ensure compliance with technical codes, applicable laws, state regulations, and city ordinances.
- Assisted Fire Prevention Inspectors in resolving life safety, fire protection, and detection systems problems, and the storage and use of hazardous materials.
- Performed over 1,000 plan examinations concerning the construction or alteration of industrial, commercial, and residential structures to determine compliance with applicable codes and regulations.
- Checked fire sprinkler, fire alarm, and other fire protection and detection system plans for compliance with the Building, Fire, and Mechanical Codes, nationally recognized standards, and other related codes.
- Reviewed and evaluated plans for Title 19 occupancies and special occupancies.
- Member of the Building and Safety Division in the City of Fremont, reviewed project documents for compliance with City's adopted codes, focusing on life safety systems, including fire sprinklers, fire alarms, fire department access, wild land urban interface, and water supply systems as well as ensuring compliance with the California State Fire Marshal's codes, regulations, and interpretations.
- Reviewed over 2,000 plans, ranging from underground fire lines to carbon dioxide suppression systems with a 100% on-time turnaround to the customers.
- Provided engineering judgments for performance-based designs, including reviewing Fire Dynamics Simulator (FDS) results from various engineering firms for high-profile customers.
- Suggested and appraised alternative methods and means of construction for all aspects of fire and life safety, from site layout to sprinkler densities.





Diedre Locati, CFPE

Senior Fire Plans Analyst

As a DGA Associate, **Mrs. Locati** performs plan reviews to ensure compliance with adopted codes and standards, including but not limited to, chemical hazard classification, hazardous processes/systems, above/below ground tanks, spraying/dipping operations, and special systems.

Mrs. Locati has extensive knowledge of California Building, Fire and Residential Codes, NFPA standards and additional nationally recognized fire protection design standards.

EDUCATION

Cal State University, Long Beach, B.S. - Occupational Studies

Miramar College, A.S.- Fire Science

PROFESSIONAL CERTIFICATIONS

International Code Council
Fire Plans Examiner Certified
Special Advance Systems

California State Fire Marshal

Fire Prevention Officer I, II, and III
Fire Investigator I

SPECIALIZED TRAINING

Certified Fire Investigator
California Specialized Training Institute
Hazardous Materials Technician
CFAA
Fire Alarm System Plan Review
Fire Alarm System Design
IFCI
Flammable & Combustible Liquids
Fire Sprinkler Advisory Board
Fire Sprinkler Plan Review
Piping & Water Supplies
Fire & Life Safety Principles
Hazardous Materials

ASSOCIATIONS / COMMITTEES

California Fire Prevention Officers, Southern Section
International Code Council
National Fire Protection Association
California Fire Alarm Association
California Professional Firefighters, L3757
International Association of Firefighters

Agency Experience

- City of Corona
- Orange County Fire Authority

Project / Plan Review Experience

- Perform plan review of and prepare correction notices for:
 - Building construction and tenant improvements
 - Fire sprinkler and alarm systems
 - High piled storage plans
 - Hazardous materials
 - Fire and building code compliance
- Manage hazardous materials disclosure program for industrial and manufacturing occupancies
- Coordinate and perform new construction, systems and annual inspections
- Review fuel modification and vegetation management plans
- Perform fire investigations and maintain multiple qualifications as a resource for wildland fires
- Develop plan review for emergency access and water supply
- Create and coordinate wildland program
- Issue fire code permits
- Present code amendments and assist with code adoption process





Brett Petroff

Senior Inspector

As a DGA Associate, **Mr. Petroff** is currently serving the city of Montclair as the Deputy Fire Marshal.

EDUCATION

Cal State University,
Fullerton, B.A. - Biological
Science

OCFA Leadership Institute

PROFESSIONAL CERTIFICATIONS

Hazardous Material
Management Certificate UCI

California State Fire Marshal

Fire Prevention Officer I & II
Fire Marshal

36 YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY

Agency Experience

- Orange County Fire Authority
- Fullerton and Brea Fire Department
- City of Whittier/ Emergency Management
- City of Montclair

Project / Plan Review Experience

- Responsible for increasingly technical inspections of all types.
- Supervised and managed Plan Review, Wildland Program, High Rise inspection Program, Hazardous Materials Program, and an wide array of special projects teams (fireworks, code adoption, FHSZ Maps, Smoke Alarm, etc.).
- Worked with a variety of partner agencies and organizations to accomplish objectives.
- Assisted with City Councils and County Board of Supervisors.
- Develop and manage budgets.
- Set and achieve goals.
- Developed and trained staff.
- Operated as team member in managing a major department in the agency.
- Prepared and presented outreach presentations to special groups and attended community events.
- Developed policies and procedures.
- Developed and implemented training exercise and drills.
- Performed plan review functions and managed significant workload.
- Coordinated inspections with other city departments as necessary to obtain successful outcomes.



Dennis Grubb

Senior Advisor

Mr. Grubb is thoroughly knowledgeable on State, Regional and Local Amendments, Guidelines, Information Bulletins, Policies & Procedures, and the Proprietary Fire Prevention Software (IFP).

- Led Orange County Fire Authority’s code adoption process for the 2010 & 2013 Code Cycle.
- 2010 & 2013 Orange Empire Code Committee
- 2013 Orange County Fire Prevention Officer Association Code Committee Chairman

Mr. Grubb is currently serving as the Fire Marshal in the City of Montclair and is serving as the Deputy Fire Marshal which is responsible for all new development in the City of La Habra Heights.

Agency Experience

- Orange County Fire Authority
- City of Montclair
- City of La Habra Heights

Project / Plan Review Experience

- Responsible for increasingly technical inspections of all types.
- Supervised and managed Plan Review, Wildland Program, High Rise inspection Program, Hazardous Materials Program, and a wide array of special projects teams (fireworks, code adoption, FHSZ Maps, Smoke Alarm, etc.).
- Participated in the IFC Chapter 32 rewrite Committee, significantly updating high piled storage code requirements.
- Led fire agency participation with Underwriters Laboratory examining effects of Photovoltaic systems and fire-fighting PPE.
- Completed all fire plan reviews for significant projects:
 - Toyota Arena
 - 16-Story Loma Linda Hospital
 - LA Chargers World Headquarters and Training Facilities
 - Great Wolf Resort
 - Legoland
- Established and grew Dennis Grubb & Associates, into a premier Fire Consulting Firm.
- Instructed plan review classes in:
 - Underground Fire Line Design
 - High Piled Storage
 - Application of Fire Code requirements
 - Fire Sprinkler Systems
 - Fire Alarm Systems
 - Significant Changes in the 2019 CFC

EDUCATION

August Vollmer University, B.S. -
Criminal Justice
Los Angeles Community College,
A.A. - Administration of Justice

PROFESSIONAL CERTIFICATIONS

International Code Council
Certified Fire Plans Examiner
Certified Fire Inspector II

SPECIALIZED TRAINING

Flammable & Combustible Liquids
High Pile Combustible Storage
Solving Means of Egress in
Commercial Buildings
Fire Protection Systems
Hazardous Materials
Nonstructural Fire & Life Safety
Principles
CFC Fundamentals
Commercial Product Conveying
Ducts & Exhaust Systems
Spray-Applied Fire-Resistive
Materials/ Intumescent Coatings
Performance Based Code
Enforcement
Tenant Improvement Aspects of A,
B and M Occupancies
Solar Photovoltaic Systems
Assembly Means of Egress
Special Building Types & Features
Commercial Kitchen Hoods
Building Areas, Fire Areas and
Mixed Occupancies
Compressed Gases & Cryogenic
Fluids
Application of the UFC for Building
Construction
Means of Egress I
Means of Egress II
Hazardous Classified Locations
Automatic Sprinkler Systems
Fire Prevention 1A, 1B, 1C, 2A, 2B,

**24+ YEARS OF EXPERIENCE
IN FIRE AND LIFE SAFETY**





3. Project Approach

Process

DGA currently works within Loma Linda’s plan review process that includes Loma Linda submitted plans directly into our GeoCivix portal.

GeoCivix serves as a tracking system for all plan reviews, whether electronic or via hard copy. All plans are logged into the system, assigned to a plans examiner, and given a due date.

At the log in phase, the DGA turnaround time, as per the contract, is noted and becomes a control point for the plan. The control point is established for any recheck turnaround times as well. Turnaround times are monitored daily by at least two of our Office Specialists.

Quality Assurance

A designated Senior Plan Reviewer and the Management Team periodically review plans and plan check corrections for accuracy and thoroughness. Our plan review staff strives to minimize the number of reviews by meeting with City staff, applicants, developers, etc., to resolve code issues in an effort to move the project along. All reviews past a third check are evaluated by the supervisor as a control point.

To further enhance quality and consistency, DGA holds monthly technical staff meetings for all plan reviewers. We go over new changes, interpretations, code application and any relevant on-going issues. The meetings are recorded so that the team members that are unable to attend are required to review.

Concurrent Task Completion

DGA has highly experienced associates who will fulfill the plan review and inspection services for LLFD through the term of this contract. We are selective in the contracts we pursue. DGA constantly evaluate the workload we have versus the resources available, thus ensuring that we always have sufficient resources. DGA is set up so that we are able to quickly increase or decrease the required resources to maintain high quality services.

Performance

Since the establishment of DGA in 2005, we have overseen an excess of 150,000 projects, which mostly consisted of two reviews. DGA has met our contractual turn-around times 99.9999% of the time.

Technology

DGA stays abreast of the latest technologies. From using our internal system GeoCivix, which allows our clients instant access to correction letters and/or correspondence, to having electronic plan review capability through the use of Bluebeam Software. DGA has experience in using a variety of Community Development Software, including but not limited to: ACCELA, ENERGOV, OPENGOV, and TESSA.

Customer Service

DGA recognizes that customer service is paramount to any organization. Sandie Hastings will be the primary point of contact for LLFD. As such she will be available to handle any customer service issue immediately on behalf of DGA. DGA will engage LLFD’s supervisory staff as a situation warrants. As a retired Riverside County Senior Plans Examiner, Sandie Hastings has years of experience in handling customer complaints and is skilled at deescalating situations and resolving issues.





Conflict of Interest

In order to avoid any actual or perceived conflict of interest DGA does not perform any design work.

Scope of Services

DGA specializes in fire life safety. Our highly experienced associates will provide fire plan review and inspection services for LLFD in the following areas:

- Above and Below Ground Storage Tanks
- Alternate Means & Methods
- Architectural (all occupancies including High Rise)
- Chemical Classification
- Combustible Dust
- Commercial Cooking Fire Protection
- Compressed Gas Systems (Medical, Industrial)
- Development Review
- Engineered Suppression Systems
- Enhanced Radio Communication Systems
- Entitlement
- FD Access
- Fire Alarm and Monitoring Systems
- Fire Protection Plans
- Fire Pump
- Fire Sprinkler
- Fuel Modification
- Hazardous Materials
- High Piled Storage
- Leak Detection Systems
- Refueling Station
- Secondary Power Supply Systems
- Smoke Control
- Solar Systems
- Special Events
- Special Hazards
- Special Processes & Equipment
- Special Structures
- Spray Booths
- Standpipe Systems
- Underground Water Supply

Scope of Work

DGA will provide plan review and inspection services including the following:

- Provide a courier/mail service (at the expense of DGA) within the stated turnaround time.
- Receive and transmit electronic plans via Geocivix portal.
- Review and return plans within 10 business days, 7 business days for resubmittals and 5 business days for accelerated plans. Time is measured from the date of receipt by DGA.
- Where corrections are required, return the plans as directed by the LLFD. The correction letter, if applicable, will be posted to GeoCivix (DGA plan review system), which will be accessible to LLFD personnel.
- Be available for phone calls or in-person meetings with the LLFD as needed.
- Be available to consult with the LLFD field inspection team(s) as needed.
- Stamp and sign all plans in accordance with the LLFD policy and procedure.
- Verify compliance with adopted state and local codes/ordinances, including updates.
- Provide fire inspections when requested with a minimum of 72 hours notification required.





Fee Schedule

Fees

A proposed fee schedule is provided in Attachment 1. The fee schedule is based on a flat fee approach. All DGA work associated with a specific plan type is covered by the one fee. Where additional processes and/or systems are included in one plan submittal, additional flat fee is accessed which is outlined in the DGA fee schedule. The fee includes up to two reviews. If additional reviews are required there is a flat fee for each subsequent review.

Accelerated plan review service is available and will be provided at the direction of LLFD.

An hourly fee for fire inspections is provided in the event LLFD wishes to have DGA support any inspections.

Pricing

The pricing specified in the fee schedule (Attachment 1) is good for 1 year from the issuance date of the contract. Pricing for years 2 through 5 will be increased each year based on the Loma Linda CPI measured from January 1st to December 31st of the preceding year.

Invoicing

LLFD will be invoiced monthly on the 1st of each month for all services in the previous period, unless otherwise directed by LLFD. Invoice information and format will be in a manner acceptable to LLFD.





ATTACHMENT 1 2025 Fee Schedule

Alarm System (all)	\$410
1. Additional Floors above the second story (each)	\$130
Suppression System	
1. Fire Sprinkler – TI	\$345
2. Fire Sprinkler – TI with calculations	\$475
3. Fire Sprinkler – New (Per Building)	\$560
• Additional Riser/Floor Control in same building	\$190
4. Underground	\$540
5. Fire Pump	\$620
6. Standpipe System	\$285
7. Engineered System (H&D, Clean Agent, etc.) Per System	\$310
Special System/ Process (HPS, AST, UST, Spray Booth, Gases, Solar, Battery, & etc.) each	\$450
Hazardous Material Disclosure	\$975
Architectural	
1. Architectural – TI	\$440
2. Architectural – New	\$705
3. Architectural – New > 4-story or R-1/R-2 with more than 50 units or > 2 story	\$805
Development Review	
1. Development Review – Tract Map/CUP etc.	\$430
2. Fire Department Access	\$430
3. Fuel Modification – Tract/Commercial	\$780
4. Fuel Modification – SFR	\$470
Administrative	
1. Revision (Per Submittal)	\$260
2. Additional Review (Past 2nd submittal)	\$260
3. Alternate Means & Methods	\$500
4. Time & Material and All other plan types not listed (Per Hour)	\$135
5. Expedited Plan Check (Per Submittal)	\$200
Additional Services (As Needed)	
1. Fire Inspection (Per Hour & 4 Hour Minimum)	\$115





6560 Van Buren Blvd, Suite E
Riverside, CA 92503-1542

www.willdan.com



A Willdan Engineering Company



CITY OF LOMA LINDA

REQUEST FOR

QUALIFICATIONS

TO PROVIDE

Fire Department Plan Check Services

RELEASE DATE: January 21, 2025 @ 0800

SUBMITTAL DEADLINE: January 27, 2025 @ 0800

INTRODUCTION

The City of Loma Linda is requesting Request for Qualifications (RFQ) from qualified consultants to enter into an agreement for as-needed fire department outside plan review services.

Agreements with individual consulting firms will have a three-year period with the potential for two one-year extensions. The potential contract value for each agreement will be up to \$50,000 for any given contract year, with an annual increase based on CPI starting in year 2.

CURRENT SERVICES

Dennis Grubb and Associates: A Willdan Engineering Company

GENERAL SCOPE OF SERVICES

Please review your entire package before submitting qualifications. Incomplete submissions may be rejected as non-responsive.

Awards shall be based on a best value evaluation. Criteria used for the evaluation will include: ability to provide services, previous performance and references, consistency with current equipment and standards, and unspecified value-added offerings by the bidder. The city expects to select one vendor from the list of bidders.

The successful bidder will be expected to sign a contract. The final contract will include this request for qualification and the successful bidder's response. Please do not execute the contract at this time.

The City of Loma Linda reserves the right to reject any or all qualifications or any part of the proposal, to waive minor defects or technicalities, or to solicit new qualifications on the same project or a modified project. Please read the insurance requirements and general provisions carefully, they are part of your proposal and you must show proof of insurance and licensing to be considered a successful bidder.

PROPOSAL REQUIREMENTS

The RFQ shall include the following items in the order listed:

1. Firm Experience — Provide a summary of projects that are similar in scope to the types of projects and services noted herein. The summary should include a brief description of past cities served, the name of your fire department contact and staff that serviced the contract, and the name and current phone number of the city's contract administrator.
2. Associate Team - Provide the names and qualifications of the key individuals that will be responsible for the coordination and production of these services, their respective roles and the organizational structure Of the team. Technical support staff should be included if they will perform a significant role in the preparation of the work products. The office of record for each team member shall be listed as well as the primary office location where the work is to be performed.
3. Project Approach — Provide a summary of the firm's proposed approach to typical plan review projects including a description of quality assurance and schedule control measures to be utilized. It is quite likely that during the course of the contract, the consultant will have multiple project tasks active at the same time. Describe how you will manage the efficient completion of concurrent tasks/projects and provide references relative to your past success in this regard.

1. Other material may be attached as deemed appropriate by the applicant that most closely fit the scope of work. A proposal may include any or all of the scope of work services.
2. Submit one electronic copy (tingalls@lomalinda-ca.gov) of the proposal to the City at the following address:

Tom Ingalls
Fire Marshal
City of Loma Linda
25541 Barton Road
Loma Linda, CA 92354

Please submit your proposal no later than January 27, 2025, 8:00am.

SELECTION PROCESS

The City will evaluate the proposals as they are received and will exercise its discretion in selecting a firm. The City reserves the right to award a contract to the firm that has the experience, qualifications, and capabilities considered to best serve the interest of the City. A Consultant will be selected based on the criteria listed in the RFQ, as well as the estimated cost of work. If successful, the Consultant will enter into a contract to be awarded by the City of Loma Linda, covering the scope of services, budget and schedule. City Council will approve the final contract. The start date for the Agreement period will take place immediately after Council approves the contract.

CALIFORNIA PUBLIC RECORDS ACT

It is the Consultant's responsibility to identify information in their proposals that they consider confidential under the California Public Records Act. To the extent that the City agrees with that designation, such information will be held in strict confidence. All other information will be public.

GENERAL

This Request for Qualifications does not commit the City to award a contract or to pay any costs incurred in the preparation of a response to this request. This RFQ is not a contract or commitment of any kind. The proposal submitted in response to this RFQ will become the property of the City and may be used by the City in any way deemed appropriate. The City reserves the right to accept or to reject, in part or in its entirety, the qualifications submittal if such action is deemed to be in the best interest of the City.

INSURANCE

A copy of the required insurance is attached. Evidence of insurance must be received prior to agreement implementation.

PROPOSAL INQUIRIES

Contact Tom Ingalls, Fire Marshal via email at tingalls@lomalinda-ca.gov or call 909-799-2853.

ATTACHMENT

- A. Insurance Information

ATTACHMENT A

INSURANCE

The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

a) (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.

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.

j) 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.
- 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.

CITY OF LOMA LINDA
AGREEMENT FOR
CONSULTANT
SERVICES FOR FIRE
PLAN CHECK

THIS AGREEMENT is made and entered into this February day of 11 2025, by and between THE CITY OF LOMA LINDA, a Municipal Corporation (hereinafter referred to as "CITY") and Dennis Grubb and Associates | A Willdan Engineering Company, a California Corporation (hereinafter referred to as "CONTRACTOR").

A. RECITALS

1. City has heretofore requested of CONTRACTOR the performance of services with respect to Fire Department Plan Check 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 at the rates set forth in Attachment 1 to Exhibit A, provided however, that the payments made to CONTRACTOR shall not exceed the sum of \$50,000 within any 12 month period. The listed rates shall cover the cost of all direct and indirect costs or fees, including the work of employees and consultants of CONTRACTOR.

b. Optional Services: Payments for additional services requested, in writing, by CITY, and not included in the Scope of Services, shall be paid as agreed upon by the CITY and CONTRACTOR in writing. 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: Either CITY or CONTRACTOR may terminate this Agreement upon giving the other party 30 days written notice. In the event this Agreement is so terminated, CONTRACTOR shall be compensated at CONTRACTOR'S applicable rates as set forth in Attachment 1 to Exhibit A for work 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.

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. Term of Contract: This Agreement shall commence on February 11, 2025, and shall remain and continue in effect until February 10, 2028. The Agreement may be extended for two one-year terms at the mutual agreement of CITY and CONTRACTOR.

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

CONTRACTOR: DENNIS GRUBB & ASSOCIATES
Name: _____
Title: _____
Address: _____

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.
- (4) **Professional Liability:** Professional Liability insurance with coverage of not less than \$3,000,000 each claim. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusion that may potentially affect the work to be performed.

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.
- 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, including eligibility under Public Employees Retirement Law. The personnel performing the services under this Agreement on behalf of CONTRACTOR shall at all times be under CONTRACTOR'S exclusive direction and control. Neither CITY nor any of its officers, employees, or agents shall have control over the conduct of CONTRACTOR or any of CONTRACTOR'S officers, employees, or agents, except as set forth in this Agreement. CONTRACTOR shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the CITY. No employee benefits shall be available to CONTRACTOR in connection with the performance of this Agreement. Except for the fees paid to CONTRACTOR as provided in this Agreement, CITY shall not pay salaries, wages, or other compensation to CONTRACTOR for performing services hereunder for CITY. CITY shall not be liable for compensation or indemnification to CONTRACTOR for injury or sickness arising out of performing services hereunder.
13. Compliance With Laws: CONTRACTOR shall comply with all State, Federal, or applicable laws and regulations 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, gender, age, marital status, or place of national origin. CONTRACTOR agrees to comply with all County, State and Federal laws relating to equal employment opportunity rights.
16. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any litigation concerning this Agreement shall take place in superior or federal district court with jurisdiction over the City of Loma Linda.
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 City's Request for Proposal, Exhibit "B" hereto and incorporated herein by this reference, and the contents of the proposal submitted by Contractor, Exhibit "A" hereto. In the event of conflict, the requirements of City's Request for Proposals and 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:

CITY:
City of Loma Linda, A Municipal Corporation

By: _____
Signature

By: _____
Signature

Name: _____
Typed/Printed

Name: _____
Typed/Printed

Title: _____

Title: _____

ATTEST:

Lynette Arreola, City Clerk

APPROVED AS TO FORM:

Diane Robbins, City Attorney



H. Council Bill #R-2025-03 - A Resolution Approving an Amendment to the City Classification Plan and Salary Schedule [Human Resources]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3H.
To	From
City Council	Jennifer Pearsall, Human Resources/Risk Management Analyst
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council Adopt Council Bill #R-2025-03, a resolution to reclassify the current incumbent in the Customer Service/Meter Technician position to the title and salary range of Utilities Maintenance Technician III, update the salary schedule by removing the Customer Service/Meter Technician position, and recognize the Assistant City Manager's official duties.

BACKGROUND:

The current Customer Service/Meter Technician has been independently managing the City of Loma Linda's water meters division, a responsibility that has traditionally required two full-time positions to adequately meet the division's needs. When the employee joined the division in 2016, there were two full-time staff members. However, since 2019, he has been the sole employee in the division, assuming lead-level responsibilities and effectively performing both roles at an elevated level, without additional compensation. To better support the increasing demands, the City is actively recruiting for a Utilities Maintenance Technician I. The incumbent in the Meter position will assume a supervisory role, overseeing, training, and mentoring the new employee.

The Assistant City Manager is responsible for the direction of all City departments in the name of the City Manager. In addition, the Assistant City Manager oversees and performs official duties as the Director of Economic Development, Human Resources, Information Systems, and other departments as assigned by the City Manager.

For example, as the Director of Economic Development duties include managing economic growth strategies, fostering business development, and driving key City projects that support the local economy.

ANALYSIS:

Currently, there is no formal job description for the Customer Service/Meter Technician position. The duties, knowledge, skills, and responsibilities required for this role have expanded significantly since the position was filled in 2016. The current employee has been performing tasks at the level of a Utilities Maintenance Technician III since 2019 without additional compensation. As the City has grown, so has the demand for more comprehensive water utility management, which now requires additional staffing. The current employee performs a critical role in overseeing all aspects of the meter division of water distribution, including training staff, managing supply orders, maintaining inventory, scheduling contractor work, obtaining bids, making purchases, and providing 24/7 support for residents and employees. Additionally, they will be responsible for the scheduling, evaluation, and training of a new Utilities Maintenance Technician I. Given these expanded responsibilities outside of their original scope of work, reclassification to a higher position is necessary to align with the current needs of the department and support the City's ongoing growth.

While the title of Assistant City Manager is officially held, the individual also performs the role and function as director of the various departments outlined in this report. By formally recognizing these official duties, the City Council will ensure clarity and alignment within the organizational structure.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

The proposed increase in salary and benefits, transitioning from a Customer Service/Meter Technician (Grade 18) to a Utilities Maintenance Technician III (Grade 20), results in an additional cost of \$11,775.85 per year.

There is no financial impact associated with formally recognizing the Assistant City Manager's duties as outlined.

Attachments

[Resolution Amend Classification Plan and Salary Schedule.pdf](#)

[Utilities Maintenance Technician III.pdf](#)

[Salary Schedule 02-11-2025.pdf](#)

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, APPROVING AMENDMENT TO THE CITY CLASSIFICATION PLAN AND SALARY SCHEDULE.

WHEREAS, the Customer Service/Meter Technician is working far outside the scope of the job classification;

WHEREAS, there is a significant operational and business need to have the Customer Service/Meter Technician reclassified to Utilities Maintenance Technician III to ensure the continuation of efficient services of the Loma Linda Water department;

WHEREAS, the City recognizes the need to properly classify positions for appropriate compensation and classification;

WHEREAS, the City Council formally recognizes the Assistant City Manager's scope of work;

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

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Loma Linda adopts the reclassification of the Customer Service/Meter Technician to Utilities Maintenance Technician III and the updated salary schedule 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: The pay schedule for all employees of the City, which shall be effective February 11, 2025, is hereby updated in the Salary Table, attached hereto as Exhibit A.

Section 3: The pay schedule contained in the Salary Table in Exhibit A is hereby adopted and will be made available for public viewing via the City website for no less than five (5) years.

PASSED AND ADOPTED by the City Council of Loma Linda, California this 11th day of February 11, 2025, by the following vote:

Phillip Dupper, Mayor

ATTEST:

Lynette Arreola, City Clerk

CERTIFICATION

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Resolution No. XX was duly adopted by the City Council at a meeting thereof held on the 11th day of February 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 11th day of February 2025.

Lynette Arreola, City Clerk
City of Loma Linda

CITY OF LOMA LINDA

Utility Maintenance Technician III

DEFINITION

Under general supervision, performs a variety of skilled, semi skilled, and unskilled tasks in the construction, maintenance, or repair of water systems, and related facilities and equipment; directs the work of others in the absence of the Utility Maintenance Technician III; performs such other duties as may be assigned.

CLASS CHARACTERISTICS

This is the journey level class in public works.

EXAMPLES OF DUTIES

Depending on assignment, duties may include, but are not limited to, the following:

1. Performs skilled, semi skilled, and unskilled work in the construction, maintenance, or repair of water distribution systems, and related facilities and equipment.
2. Operates or may direct the operation of light to heavy power driven equipment in completion of the assigned tasks.
3. Tasks may include the installation, removal, replacement, or repair of water systems including water mains and laterals, hydrants, and water valves; cleaning and maintenance of water wells and pumps.
4. Performs the maintenance or repair of Division facilities and equipment.
5. Directs the work of others involved in related construction, maintenance or repair activity; provides instruction in work performance, in accordance with safe work practices. Evaluates work performance of subordinate employees.
6. Responds to calls when off duty.

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for satisfactory job performance, possession of a high school diploma or G.E.D. certificate supplemented by college level course work in Water Supply Engineering and three years

experience in related construction, maintenance and repair activity which included the operation of power driven equipment.

Knowledge, Skills, and Abilities

Considerable knowledge of the practices and materials used in the construction, maintenance, or repair of City water systems, and related facilities and equipment; safe work practices. Working knowledge of related laws, ordinances, rules and regulations. Skill in the operation of a variety of light to heavy power driven equipment. Ability to perform skilled construction, maintenance, and repair tasks; read and interpret plans; understand and follow verbal and written directions; direct the work of others and provide instructions; establish and maintain cooperative working relationships.

Special Requirements

Possession of a Water Distribution Operator Grade Two Certificate issued by the state of California.

Possession of a California class B driver's license, and a satisfactory driving record.

Incumbents must pass a medical examination at the time of appointment.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

Work exposes incumbents to toxic or otherwise irritating substances and/or chemicals; incumbents work outdoors under varying weather conditions and must be able to perform heavy manual labor.

Requires lifting up to 50 lbs. maximum; some pushing/pulling, twisting, bending, stooping, kneeling, crouching, and squatting.

CITY OF LOMA LINDA
Pay Schedule By Classification
Fiscal Year 2024/2025
Effective February 11, 2025

Revised: February 03, 2025

TITLE	UNIT	PAY TYPE	GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCOUNTANT	TEAM A	Annual	21	71,199.0022	74,758.9561	78,496.9088	82,421.7499	86,542.8363	90,869.9814	93,141.7345	95,470.2811
		Monthly		5,933.2502	6,229.9130	6,541.4091	6,868.4792	7,211.9030	7,572.4985	7,761.8112	7,955.8568
		Bi-weekly		2,738.4232	2,875.3445	3,019.1119	3,170.0673	3,328.5706	3,494.9993	3,582.3744	3,671.9339
		Hourly		34.2303	35.9418	37.7389	39.6258	41.6071	43.6875	44.7797	45.8992
ACCOUNTING MANAGER	UMCE	Annual	24	89,690.2274	94,174.7338	98,883.4694	103,827.6386	109,019.0216	114,469.9748	117,331.7245	120,265.0149
		Monthly		7,474.1856	7,847.8945	8,240.2891	8,652.3032	9,084.9185	9,539.1646	9,777.6437	10,022.0846
		Bi-weekly		3,449.6241	3,622.1051	3,803.2104	3,993.3707	4,193.0393	4,402.6913	4,512.7586	4,625.5775
		Hourly		43.1203	45.2763	47.5401	49.9171	52.4130	55.0336	56.4095	57.8197
ACCOUNTING SPECIALIST	TEAM A	Annual	17	52,333.3917	54,950.0575	57,697.5571	60,582.4328	63,611.5528	66,792.1332	68,461.9354	70,173.4797
		Monthly		4,361.1160	4,579.1715	4,808.1298	5,048.5361	5,300.9627	5,566.0111	5,705.1613	5,847.7900
		Bi-weekly		2,012.8228	2,113.4638	2,219.1368	2,330.0936	2,446.5982	2,568.9282	2,633.1514	2,698.9800
		Hourly		25.1603	26.4183	27.7392	29.1262	30.5825	32.1116	32.9144	33.7372
ACCOUNT CLERK	TEAM A	Annual	14	41,543.9421	43,621.1343	45,802.1872	48,092.2955	50,496.9146	53,021.7609	54,347.3025	55,705.9899
		Monthly		3,461.9952	3,635.0945	3,816.8489	4,007.6913	4,208.0762	4,418.4801	4,528.9419	4,642.1658
		Bi-weekly		1,597.8439	1,677.7359	1,761.6226	1,849.7037	1,942.1890	2,039.2985	2,090.2809	2,142.5381
		Hourly		19.9730	20.9717	22.0203	23.1213	24.2774	25.4912	26.1285	26.7817
ACCOUNTING TECHNICIAN II	TEAM A	Annual	16	48,456.8458	50,879.6897	53,423.6737	56,094.8617	58,899.6004	61,844.5843	63,390.7035	64,975.4675
		Monthly		4,038.0705	4,239.9741	4,451.9728	4,674.5718	4,908.3000	5,153.7154	5,282.5586	5,414.6223
		Bi-weekly		1,863.7248	1,956.9111	2,054.7567	2,157.4947	2,265.3692	2,378.6379	2,438.1040	2,499.0564
		Hourly		23.2966	24.4614	25.6845	26.9687	28.3171	29.7330	30.4763	31.2382
ADMINISTRATIVE SPECIALIST I	TEAM A	Annual	13	38,466.6139	40,389.9440	42,409.4407	44,529.9181	46,756.4189	49,094.2355	50,321.5893	51,579.6328
		Monthly		3,205.5512	3,365.8287	3,534.1201	3,710.8265	3,896.3682	4,091.1863	4,193.4658	4,298.3027
		Bi-weekly		1,479.4851	1,553.4594	1,631.1323	1,712.6892	1,798.3238	1,888.2398	1,935.4457	1,983.8320
		Hourly		18.4936	19.4182	20.3892	21.4086	22.4790	23.6030	24.1931	24.7979
ADMINISTRATIVE SPECIALIST II	TEAM A	Annual	14	41,543.9421	43,621.1343	45,802.1872	48,092.2955	50,496.9146	53,021.7609	54,347.3025	55,705.9899
		Monthly		3,461.9952	3,635.0945	3,816.8489	4,007.6913	4,208.0762	4,418.4801	4,528.9419	4,642.1658
		Bi-weekly		1,597.8439	1,677.7359	1,761.6226	1,849.7037	1,942.1890	2,039.2985	2,090.2809	2,142.5381
		Hourly		19.9730	20.9717	22.0203	23.1213	24.2774	25.4912	26.1285	26.7817

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ADMINISTRATIVE SPECIALIST III	TEAM A	Annual	17	52,333.3917	54,950.0575	57,697.5571	60,582.4328	63,611.5528	66,792.1332	68,461.9354	70,173.4797
		Monthly		4,361.1160	4,579.1715	4,808.1298	5,048.5361	5,300.9627	5,566.0111	5,705.1613	5,847.7900
		Bi-weekly		2,012.8228	2,113.4638	2,219.1368	2,330.0936	2,446.5982	2,568.9282	2,633.1514	2,698.9800
		Hourly		25.1603	26.4183	27.7392	29.1262	30.5825	32.1116	32.9144	33.7372
ASSISTANT CITY MANAGER	UMCE	Annual	32	166,010.3542	174,310.8746	183,026.4140	192,177.7402	201,786.6315	211,875.9642	217,172.8598	222,602.1867
		Monthly		13,834.1962	14,525.9062	15,252.2012	16,014.8117	16,815.5526	17,656.3303	18,097.7383	18,550.1822
		Bi-weekly		6,385.0136	6,704.2644	7,039.4775	7,391.4515	7,761.0243	8,149.0755	8,352.8023	8,561.6226
		Hourly		79.8127	83.8033	87.9935	92.3931	97.0128	101.8634	104.4100	107.0203
ASSISTANT PLANNER	UMCE	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992
ASSISTANT PUBLIC WORKS DIRECTOR/ CITY ENGINEER	UMCE	Annual	28	122,022.5613	128,123.6845	134,529.8693	141,256.3627	148,319.1836	155,735.1438	159,628.5235	163,619.2325
		Monthly		10,168.5468	10,676.9737	11,210.8224	11,771.3636	12,359.9320	12,977.9287	13,302.3770	13,634.9360
		Bi-weekly		4,693.1754	4,927.8340	5,174.2257	5,432.9370	5,704.5840	5,989.8132	6,139.5586	6,293.0474
		Hourly		58.6647	61.5979	64.6778	67.9117	71.3073	74.8727	76.7445	78.6631
ASSOCIATE ENGINEER	UMCE	Annual	26	104,614.6847	109,845.4189	115,337.6904	121,104.5727	127,159.8024	133,517.7898	136,855.7316	140,277.1249
		Monthly		8,717.8904	9,153.7849	9,611.4742	10,092.0477	10,596.6502	11,126.4825	11,404.6443	11,689.7604
		Bi-weekly		4,023.6417	4,224.8238	4,436.0650	4,657.8682	4,890.7616	5,135.2996	5,263.6820	5,395.2740
		Hourly		50.2955	52.8103	55.4508	58.2234	61.1345	64.1912	65.7960	67.4409
ASSOCIATE PLANNER	UMCE	Annual	21	71,199.0022	74,758.9561	78,496.9088	82,421.7499	86,542.8363	90,869.9814	93,141.7345	95,470.2811
		Monthly		5,933.2502	6,229.9130	6,541.4091	6,868.4792	7,211.9030	7,572.4985	7,761.8112	7,955.8568
		Bi-weekly		2,738.4232	2,875.3445	3,019.1119	3,170.0673	3,328.5706	3,494.9993	3,582.3744	3,671.9339
		Hourly		34.2303	35.9418	37.7389	39.6258	41.6071	43.6875	44.7797	45.8992
CITY CLERK	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453

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CITY MANAGER	UMCE	Annual		273,768.5117							
		Monthly		22,814.0426							
		Bi-weekly		10,529.5581							
		Hourly		131.6195							
COUNCIL MEMBER	ELECTED OFFICIAL	Annual		12,800.7600							
		Monthly		1,066.7300							
CODE COMPLIANCE/ANIMAL CONTROL OFFICER	TEAM A	Annual	18	56,520.0635	59,346.0699	62,313.3756	65,429.0444	68,700.4988	72,135.5199	73,938.9055	75,787.3803
		Monthly		4,710.0053	4,945.5058	5,192.7813	5,452.4204	5,725.0416	6,011.2933	6,161.5755	6,315.6150
		Bi-weekly		2,173.8486	2,282.5412	2,396.6683	2,516.5017	2,642.3269	2,774.4431	2,843.8041	2,914.8992
		Hourly		27.1731	28.5318	29.9584	31.4563	33.0291	34.6805	35.5476	36.4362
COMMUNICATIONS INFRASTRUCTURE INSPECTOR	UMCE	Annual	23	83,046.5116	87,198.8421	91,558.7853	96,136.7197	100,943.5562	105,990.7384	108,640.5066	111,356.5230
		Monthly		6,920.5426	7,266.5702	7,629.8988	8,011.3933	8,411.9630	8,832.5615	9,053.3755	9,279.7103
		Bi-weekly		3,194.0966	3,353.8016	3,521.4917	3,697.5661	3,882.4445	4,076.5669	4,178.4810	4,282.9432
		Hourly		39.9262	41.9225	44.0186	46.2196	48.5306	50.9571	52.2310	53.5368
COMMUNITY DEVELOPMENT DIRECTOR	UMCE	Annual	30	142,327.1158	149,443.4699	156,915.6478	164,761.4285	172,999.5043	181,649.4800	186,190.7149	190,845.4825
		Monthly		11,860.5930	12,453.6225	13,076.3040	13,730.1190	14,416.6254	15,137.4567	15,515.8929	15,903.7902
		Bi-weekly		5,474.1198	5,747.8258	6,035.2172	6,336.9780	6,653.8271	6,986.5185	7,161.1813	7,340.2109
		Hourly		68.4265	71.8478	75.4402	79.2122	83.1728	87.3315	89.5148	91.7526
CUSTOMER SUPPORT TECHNICIAN	TEAM A	Annual	16	48,456.8458	50,879.6897	53,423.6737	56,094.8617	58,899.6004	61,844.5843	63,390.7035	64,975.4675
		Monthly		4,038.0705	4,239.9741	4,451.9728	4,674.5718	4,908.3000	5,153.7154	5,282.5586	5,414.6223
		Bi-weekly		1,863.7248	1,956.9111	2,054.7567	2,157.4947	2,265.3692	2,378.6379	2,438.1040	2,499.0564
		Hourly		23.2966	24.4614	25.6845	26.9687	28.3171	29.7330	30.4763	31.2382

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DISTRIBUTION SUPERINTENDENT	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453

ENGINEERING TECHNICIAN/GIS ANALYST	TEAM A	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

EXECUTIVE AIDE	UMCE	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

EXECUTIVE ASSISTANT	UMCE	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992

FACILITY MAINTENANCE COORDINATOR	TEAM PW	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

FIELD MAINTENANCE TECHNICIAN I	TEAM PW	Annual	15	44,867.4532	47,110.8299	49,466.3713	51,939.6948	54,536.6795	57,263.5092	58,695.0958	60,162.4691
		Monthly		3,738.9544	3,925.9025	4,122.1976	4,328.3079	4,544.7233	4,771.9591	4,891.2580	5,013.5391
		Bi-weekly		1,725.6713	1,811.9550	1,902.5527	1,997.6806	2,097.5646	2,202.4427	2,257.5037	2,313.9411
		Hourly		21.5709	22.6494	23.7819	24.9710	26.2196	27.5305	28.2188	28.9243

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FIELD MAINTENANCE TECHNICIAN II	TEAM PW	Annual	18	56,520.0635	59,346.0699	62,313.3756	65,429.0444	68,700.4988	72,135.5199	73,938.9055	75,787.3803
		Monthly		4,710.0053	4,945.5058	5,192.7813	5,452.4204	5,725.0416	6,011.2933	6,161.5755	6,315.6150
		Bi-weekly		2,173.8486	2,282.5412	2,396.6683	2,516.5017	2,642.3269	2,774.4431	2,843.8041	2,914.8992
		Hourly		27.1731	28.5318	29.9584	31.4563	33.0291	34.6805	35.5476	36.4362
FIELD MAINTENANCE TECHNICIAN III	TEAM PW	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511
FIELD SERVICES SUPERINTENDENT	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453
FINANCE DIRECTOR	UMCE	Annual	30	142,327.1158	149,443.4699	156,915.6478	164,761.4285	172,999.5043	181,649.4800	186,190.7149	190,845.4825
		Monthly		11,860.5930	12,453.6225	13,076.3040	13,730.1190	14,416.6254	15,137.4567	15,515.8929	15,903.7902
		Bi-weekly		5,474.1198	5,747.8258	6,035.2172	6,336.9780	6,653.8271	6,986.5185	7,161.1813	7,340.2109
		Hourly		68.4265	71.8478	75.4402	79.2122	83.1728	87.3315	89.5148	91.7526
FIRE BATTALION CHIEF	USFMC	Annual	FIRE 14	136,834.4856	143,676.2072	150,860.0159	158,403.0173	166,323.1643	170,481.2437	174,743.2707	179,111.8536
		Monthly		11,402.8738	11,973.0173	12,571.6680	13,200.2514	13,860.2637	14,206.7703	14,561.9392	14,925.9878
		Bi-weekly		5,262.8648	5,526.0080	5,802.3083	6,092.4237	6,397.0448	6,556.9709	6,720.8950	6,888.9174
		40-hour		65.7858	69.0751	72.5289	76.1553	79.9631	81.9621	84.0112	86.1115
		56-hour		46.9899	49.3394	51.8063	54.3966	57.1165	58.5444	60.0080	61.5082
FIRE CAPTAIN	LLPF	Annual	FIRE 8	102,108.0088	107,213.4082	112,574.0743	118,202.7763	124,112.9141	127,215.7375	130,396.1331	133,656.0353
		Monthly		8,509.0007	8,934.4507	9,381.1729	9,850.2314	10,342.7428	10,601.3115	10,866.3444	11,138.0029
		Bi-weekly		3,927.2311	4,123.5926	4,329.7721	4,546.2606	4,773.5736	4,892.9130	5,015.2359	5,140.6167
		40-hour		49.0904	51.5449	54.1222	56.8283	59.6697	61.1614	62.6904	64.2577
		56-hour		35.0646	36.8178	38.6587	40.5916	42.6212	43.6867	44.7789	45.8984

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FIRE CHIEF	USFMC	Annual	33	179,291.1782	188,255.7355	197,668.5228	207,551.9489	217,929.5420	228,826.0148	234,546.6668	240,410.3351
		Monthly		14,940.9315	15,687.9780	16,472.3769	17,295.9957	18,160.7952	19,068.8346	19,545.5556	20,034.1946
		Bi-weekly		6,895.8145	7,240.6052	7,602.6355	7,982.7673	8,381.9055	8,801.0006	9,021.0256	9,246.5513
		Hourly		86.1977	90.5076	95.0329	99.7846	104.7738	110.0125	112.7628	115.5819
FIRE DIVISION CHIEF	USFMC	Annual	FIRE 14	136,834.4856	143,676.2072	150,860.0159	158,403.0173	166,323.1643	170,481.2437	174,743.2707	179,111.8536
		Monthly		11,402.8738	11,973.0173	12,571.6680	13,200.2514	13,860.2637	14,206.7703	14,561.9392	14,925.9878
		Bi-weekly		5,262.8648	5,526.0080	5,802.3083	6,092.4237	6,397.0448	6,556.9709	6,720.8950	6,888.9174
		40-hour		65.7858	69.0751	72.5289	76.1553	79.9631	81.9621	84.0112	86.1115
		56-hour		46.9899	49.3394	51.8063	54.3966	57.1165	58.5444	60.0080	61.5082
FIRE ENGINEER	LLPF	Annual	FIRE 6	92,614.9759	97,245.7263	102,108.0088	107,213.4082	112,574.0743	115,388.4307	118,273.1434	121,229.9728
		Monthly		7,717.9147	8,103.8105	8,509.0007	8,934.4507	9,381.1729	9,615.7026	9,856.0953	10,102.4977
		Bi-weekly		3,562.1145	3,740.2202	3,927.2311	4,123.5926	4,329.7721	4,438.0166	4,548.9671	4,662.6913
		40-hour		44.5264	46.7528	49.0904	51.5449	54.1222	55.4752	56.8621	58.2836
		56-hour		31.8046	33.3948	35.0646	36.8178	38.6587	39.6251	40.6158	41.6312
FIRE MARSHAL I	USFMC	Annual	FIRE 8	102,108.0088	107,213.4082	112,574.0743	118,202.7763	124,112.9141	127,215.7375	130,396.1331	133,656.0353
		Monthly		8,509.0007	8,934.4507	9,381.1729	9,850.2314	10,342.7428	10,601.3115	10,866.3444	11,138.0029
		Bi-weekly		3,927.2311	4,123.5926	4,329.7721	4,546.2606	4,773.5736	4,892.9130	5,015.2359	5,140.6167
		40-hour		49.0904	51.5449	54.1222	56.8283	59.6697	61.1614	62.6904	64.2577
		56-hour		35.0646	36.8178	38.6587	40.5916	42.6212	43.6867	44.7789	45.8984
FIRE MARSHAL II	USFMC	Annual	FIRE 14	136,834.4856	143,676.2072	150,860.0159	158,403.0173	166,323.1643	170,481.2437	174,743.2707	179,111.8536
		Monthly		11,402.8738	11,973.0173	12,571.6680	13,200.2514	13,860.2637	14,206.7703	14,561.9392	14,925.9878
		Bi-weekly		5,262.8648	5,526.0080	5,802.3083	6,092.4237	6,397.0448	6,556.9709	6,720.8950	6,888.9174
		40-hour		65.7858	69.0751	72.5289	76.1553	79.9631	81.9621	84.0112	86.1115
		56-hour		46.9899	49.3394	51.8063	54.3966	57.1165	58.5444	60.0080	61.5082
FIREFIGHTER/PARAMEDIC	LLPF	Annual	FIRE 4	84,004.5144	88,204.7379	92,614.9759	97,245.7263	102,108.0088	104,660.7085	107,277.2222	109,959.1581
		Monthly		7,000.3762	7,350.3948	7,717.9147	8,103.8105	8,509.0007	8,721.7257	8,939.7685	9,163.2632
		Bi-weekly		3,230.9429	3,392.4899	3,562.1145	3,740.2202	3,927.2311	4,025.4119	4,126.0470	4,229.1984
		40-hour		40.3868	42.4061	44.5264	46.7528	49.0904	50.3176	51.5756	52.8650
		56-hour		28.8477	30.2901	31.8046	33.3948	35.0646	35.9412	36.8397	37.7607

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FIREFIGHTER-EMT	LLPF	Annual	FIRE 1	72,566.2561	76,194.5638	80,004.2963	84,004.5144	88,204.7379	90,409.8515	92,670.0959	94,986.8512
		Monthly		6,047.1880	6,349.5470	6,667.0247	7,000.3762	7,350.3948	7,534.1543	7,722.5080	7,915.5709
		Bi-weekly		2,791.0099	2,930.5601	3,077.0883	3,230.9429	3,392.4899	3,477.3020	3,564.2345	3,653.3404
		40-hour		34.8876	36.6320	38.4636	40.3868	42.4061	43.4663	44.5529	45.6668
		56-hour		24.9197	26.1657	27.4740	28.8477	30.2901	31.0473	31.8235	32.6191

FIRE PREVENTION INSPECTOR	TEAM A	Annual	21	71,199.0022	74,758.9561	78,496.9088	82,421.7499	86,542.8363	90,869.9814	93,141.7345	95,470.2811
		Monthly		5,933.2502	6,229.9130	6,541.4091	6,868.4792	7,211.9030	7,572.4985	7,761.8112	7,955.8568
		Bi-weekly		2,738.4232	2,875.3445	3,019.1119	3,170.0673	3,328.5706	3,494.9993	3,582.3744	3,671.9339
		Hourly		34.2303	35.9418	37.7389	39.6258	41.6071	43.6875	44.7797	45.8992

HUMAN RESOURCES - RISK MANAGEMENT ANALYST	UMCE	Annual	21	71,199.0022	74,758.9561	78,496.9088	82,421.7499	86,542.8363	90,869.9814	93,141.7345	95,470.2811
		Monthly		5,933.2502	6,229.9130	6,541.4091	6,868.4792	7,211.9030	7,572.4985	7,761.8112	7,955.8568
		Bi-weekly		2,738.4232	2,875.3445	3,019.1119	3,170.0673	3,328.5706	3,494.9993	3,582.3744	3,671.9339
		Hourly		34.2303	35.9418	37.7389	39.6258	41.6071	43.6875	44.7797	45.8992

INFORMATION SYSTEMS ANALYST I	UMCE	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992

INFORMATION SYSTEMS ANALYST II	UMCE	Annual	21	71,199.0022	74,758.9561	78,496.9088	82,421.7499	86,542.8363	90,869.9814	93,141.7345	95,470.2811
		Monthly		5,933.2502	6,229.9130	6,541.4091	6,868.4792	7,211.9030	7,572.4985	7,761.8112	7,955.8568
		Bi-weekly		2,738.4232	2,875.3445	3,019.1119	3,170.0673	3,328.5706	3,494.9993	3,582.3744	3,671.9339
		Hourly		34.2303	35.9418	37.7389	39.6258	41.6071	43.6875	44.7797	45.8992

INFORMATION SYSTEMS ANALYST III	UMCE	Annual	22	76,894.9198	80,739.6674	84,776.6502	89,015.4860	93,466.2598	98,139.5782	100,593.0685	103,107.8949
		Monthly		6,407.9100	6,728.3056	7,064.7209	7,417.9572	7,788.8550	8,178.2982	8,382.7557	8,592.3246
		Bi-weekly		2,957.4969	3,105.3718	3,260.6404	3,423.6725	3,594.8561	3,774.5992	3,868.9642	3,965.6883
		Hourly		36.9687	38.8171	40.7580	42.7959	44.9357	47.1825	48.3621	49.5711

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INFORMATION SYSTEMS ANALYST IV	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453
INFORMATION SYSTEMS MANAGER	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453
LEAD MECHANIC/FLEET SVCS COORDINATOR	TEAM PW	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511
PARKING CONTROL OFFICER-SPECIAL EVENTS COORDINATOR	TEAM A	Annual	16	48,456.8458	50,879.6897	53,423.6737	56,094.8617	58,899.6004	61,844.5843	63,390.7035	64,975.4675
		Monthly		4,038.0705	4,239.9741	4,451.9728	4,674.5718	4,908.3000	5,153.7154	5,282.5586	5,414.6223
		Bi-weekly		1,863.7248	1,956.9111	2,054.7567	2,157.4947	2,265.3692	2,378.6379	2,438.1040	2,499.0564
		Hourly		23.2966	24.4614	25.6845	26.9687	28.3171	29.7330	30.4763	31.2382
PARKING ENFORCEMENT/ANIMAL CONTROL OFFICER	TEAM A	Annual	18	56,520.0635	59,346.0699	62,313.3756	65,429.0444	68,700.4988	72,135.5199	73,938.9055	75,787.3803
		Monthly		4,710.0053	4,945.5058	5,192.7813	5,452.4204	5,725.0416	6,011.2933	6,161.5755	6,315.6150
		Bi-weekly		2,173.8486	2,282.5412	2,396.6683	2,516.5017	2,642.3269	2,774.4431	2,843.8041	2,914.8992
		Hourly		27.1731	28.5318	29.9584	31.4563	33.0291	34.6805	35.5476	36.4362
PLANNING TECHNICIAN	UMCE	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

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PUBLIC WORKS DIRECTOR/CITY ENGINEER	UMCE	Annual	31	153,713.2889	161,398.9588	169,468.9035	177,942.3476	186,839.4611	196,181.4358	201,085.9712	206,113.1245
		Monthly		12,809.4407	13,449.9132	14,122.4086	14,828.5290	15,569.9551	16,348.4530	16,757.1643	17,176.0937
		Bi-weekly		5,912.0496	6,207.6523	6,518.0347	6,843.9364	7,186.1331	7,545.4398	7,734.0758	7,927.4279
		Hourly		73.9006	77.5957	81.4754	85.5492	89.8267	94.3180	96.6759	99.0928
SENIOR ACCOUNTANT/FINANCIAL ANALYST	UMCE	Annual	23	83,046.5116	87,198.8421	91,558.7853	96,136.7197	100,943.5562	105,990.7384	108,640.5066	111,356.5230
		Monthly		6,920.5426	7,266.5702	7,629.8988	8,011.3933	8,411.9630	8,832.5615	9,053.3755	9,279.7103
		Bi-weekly		3,194.0966	3,353.8016	3,521.4917	3,697.5661	3,882.4445	4,076.5669	4,178.4810	4,282.9432
		Hourly		39.9262	41.9225	44.0186	46.2196	48.5306	50.9571	52.2310	53.5368
SENIOR CENTER MANAGER	UMCE	Annual	21	71,199.0022	74,758.9561	78,496.9088	82,421.7499	86,542.8363	90,869.9814	93,141.7345	95,470.2811
		Monthly		5,933.2502	6,229.9130	6,541.4091	6,868.4792	7,211.9030	7,572.4985	7,761.8112	7,955.8568
		Bi-weekly		2,738.4232	2,875.3445	3,019.1119	3,170.0673	3,328.5706	3,494.9993	3,582.3744	3,671.9339
		Hourly		34.2303	35.9418	37.7389	39.6258	41.6071	43.6875	44.7797	45.8992
SENIOR CODE ENFORCEMENT OFFICER	UMCE	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992
SENIOR PLANNER	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453
STORMWATER INSPECTOR	UMCE	Annual	18	56,520.0635	59,346.0699	62,313.3756	65,429.0444	68,700.4988	72,135.5199	73,938.9055	75,787.3803
		Monthly		4,710.0053	4,945.5058	5,192.7813	5,452.4204	5,725.0416	6,011.2933	6,161.5755	6,315.6150
		Bi-weekly		2,173.8486	2,282.5412	2,396.6683	2,516.5017	2,642.3269	2,774.4431	2,843.8041	2,914.8992
		Hourly		27.1731	28.5318	29.9584	31.4563	33.0291	34.6805	35.5476	36.4362
STUDENT INTERN	PT	Annual	1	34,320.0000							
		Monthly		2,860.0000							
		Bi-weekly		1,320.0000							
		Hourly		16.5000							

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SUPERVISING ACCOUNTING TECHNICIAN	UMCE	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

TREATMENT PLANT OPERATOR I	TEAM PW	Annual	17	52,333.3917	54,950.0575	57,697.5571	60,582.4328	63,611.5528	66,792.1332	68,461.9354	70,173.4797
		Monthly		4,361.1160	4,579.1715	4,808.1298	5,048.5361	5,300.9627	5,566.0111	5,705.1613	5,847.7900
		Bi-weekly		2,012.8228	2,113.4638	2,219.1368	2,330.0936	2,446.5982	2,568.9282	2,633.1514	2,698.9800
		Hourly		25.1603	26.4183	27.7392	29.1262	30.5825	32.1116	32.9144	33.7372

TREATMENT PLANT OPERATOR II	TEAM PW	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

TREATMENT PLANT OPERATOR III	TEAM PW	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992

TREATMENT SUPERINTENDENT	UMCE	Annual	25	96,865.4508	101,708.7260	106,794.1618	112,133.8753	117,740.5707	123,627.6041	126,718.2994	129,886.2517
		Monthly		8,072.1209	8,475.7272	8,899.5135	9,344.4896	9,811.7142	10,302.3003	10,559.8583	10,823.8543
		Bi-weekly		3,725.5943	3,911.8741	4,107.4678	4,312.8414	4,528.4835	4,754.9079	4,873.7807	4,995.6251
		Hourly		46.5699	48.8984	51.3433	53.9105	56.6060	59.4363	60.9223	62.4453

UTILITIES AIDE	TEAM PW	Annual	15	44,867.4532	47,110.8299	49,466.3713	51,939.6948	54,536.6795	57,263.5092	58,695.0958	60,162.4691
		Monthly		3,738.9544	3,925.9025	4,122.1976	4,328.3079	4,544.7233	4,771.9591	4,891.2580	5,013.5391
		Bi-weekly		1,725.6713	1,811.9550	1,902.5527	1,997.6806	2,097.5646	2,202.4427	2,257.5037	2,313.9411
		Hourly		21.5709	22.6494	23.7819	24.9710	26.2196	27.5305	28.2188	28.9243

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UTILITIES MAINTENANCE TECHNICIAN I	TEAM PW	Annual	16	48,456.8458	50,879.6897	53,423.6737	56,094.8617	58,899.6004	61,844.5843	63,390.7035	64,975.4675
		Monthly		4,038.0705	4,239.9741	4,451.9728	4,674.5718	4,908.3000	5,153.7154	5,282.5586	5,414.6223
		Bi-weekly		1,863.7248	1,956.9111	2,054.7567	2,157.4947	2,265.3692	2,378.6379	2,438.1040	2,499.0564
		Hourly		23.2966	24.4614	25.6845	26.9687	28.3171	29.7330	30.4763	31.2382

UTILITIES MAINTENANCE TECHNICIAN II	TEAM PW	Annual	19	61,041.6716	64,093.7547	67,298.4391	70,663.3649	74,196.5304	77,906.3580	79,854.0205	81,850.3694
		Monthly		5,086.8060	5,341.1462	5,608.2033	5,888.6137	6,183.0442	6,492.1965	6,654.5017	6,820.8641
		Bi-weekly		2,347.7566	2,465.1444	2,588.4015	2,717.8217	2,853.7127	2,996.3984	3,071.3085	3,148.0911
		Hourly		29.3470	30.8143	32.3550	33.9728	35.6714	37.4550	38.3914	39.3511

UTILITIES MAINTENANCE TECHNICIAN III	TEAM PW	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992

UTILITIES PLANT MAINTENANCE MECHANIC	TEAM PW	Annual	20	65,925.0045	69,221.2585	72,682.3182	76,316.4319	80,132.2502	84,138.8584	86,242.3282	88,398.3859
		Monthly		5,493.7504	5,768.4382	6,056.8598	6,359.7027	6,677.6875	7,011.5715	7,186.8607	7,366.5322
		Bi-weekly		2,535.5771	2,662.3561	2,795.4738	2,935.2474	3,082.0096	3,236.1099	3,317.0126	3,399.9379
		Hourly		31.6947	33.2795	34.9434	36.6906	38.5251	40.4514	41.4627	42.4992

UNIT LEGEND

- Teamsters - Administrative (TEAM A)
- Teamsters - Public Works (TEAM PW)
- Loma Linda Professional Firefighters (LLPFF)
- Unrepresented Safety Fire Management/Confidential Employees (USFMCE)
- Unrepresented Miscellaneous Management/Confidential Employees (UMCE)



**I. Update to the Treatment Plant Operator II Class Specification to Reflect Revised Duties and Qualifications
[Human Resources]**

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3I.
From	
Jennifer Pearsall, Human Resources/Risk Management Analyst	

RECOMMENDATION:

It is recommended that the City Council approve the updated job description for the Treatment Plant Operator II classification.

BACKGROUND:

In response to the implementation of SB-552 (Drought Planning: Small Water Suppliers: Nontransient Noncommunity Water Systems), which requires small water suppliers to develop drought contingency plans, adjustments to the job descriptions for staff involved in water treatment operations are necessary to ensure compliance. The legislation requires water systems to prepare for drought conditions, affecting operational requirements and training for water system staff.

Additionally, our water facility has been reclassified to a Grade III Water Distribution Operator facility under the State Water Resources Control Board. This means that our treatment plant is now subject to more stringent state regulations regarding operational standards. As a result, the operators at this facility must meet higher certification requirements in order to comply with state laws and provide safe, continuous service to the community.

In light of these changes, the Treatment Plant Operator II job description needs to be updated to reflect these new responsibilities and requirements, including the need for operators to obtain and maintain a Grade III Water Distribution Operator certification.

ANALYSIS:

The reclassification of our facility to a Grade III Water Distribution Operator facility under the State Water Resources Control Board requires that the Treatment Plant Operator II position align with higher certification standards, specifically the Grade III Water Distribution Operator certification. Additionally, the passage of SB-552 mandates that our operators implement drought contingency plans, which will require updated responsibilities in the job description, including training on water conservation, emergency response, and regulatory compliance. Updating the job description ensures that operators have the necessary certification and skills to meet these new requirements and maintain operational efficiency without significant financial impact, as the changes align with existing state regulations and training protocols.

Teamsters, the union representing this classification, has reviewed and is in agreement with the updated classification.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

There is no financial impact associated with updating the current classification of the Treatment Plant Operator II position.

Attachments

[Treatment Plant Operator II 02.11.2025.pdf](#)



TREATMENT PLANT OPERATOR II

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

Under general direction, performs a variety of tasks associated with the operation and maintenance of the City's treatment facilities including sampling, conservation, reporting, data collection, and the maintenance of reservoirs, wells, pump stations, and well sites, while ensuring that treated water meets the City, County, and State water quality standards. Incumbents may be assigned to specialized areas such as water conservation, sampling, or other related functions based on operational needs and departmental priorities

DISTINGUISHING CHARACTERISTICS

The Treatment Plant Operator II is the fully experienced, journey-level classification in the Treatment Plant Operator series. Positions at this level are distinguished from the Treatment Plant Operator I level by the ability to independently perform the full range of duties, while demonstrating sound judgment and initiative. Operators at this level receive only occasional instruction or assistance as new or unusual situations arise and are thoroughly familiar with and adhere to the established operating procedures and policies of the work unit. They perform advanced-level tasks, including the preparation and completion of reports.

SUPERVISION RECEIVED AND EXERCISED

Works under the supervision of the Treatment Operator III and Treatment Superintendent. May provide technical and functional direction to other junior level staff on an as-needed basis.

ESSENTIAL FUNCTIONS - *Essential responsibilities and duties may include, but are not limited to, the following:*

1. Monitor and sample wells, reservoirs, the distribution system, and treatment plants to ensure compliance with state and federal water quality standards. Maintain accurate sampling data, water quality reports, and related records.
2. Manage and enforce the City's Cross Connection and Backflow Testing Program, including conducting inspections, maintaining an inventory of backflow devices, overseeing the software program, and supervising the testing and repair of City devices.
3. Conduct daily inspections of water system facilities, including wells, reservoirs, arsenic removal, Granular Activated Carbon (GAC) and ion exchange plants, chlorination equipment, blending operations, and the Supervisory Control and Data Acquisition (SCADA) system; monitor and adjust flows and reservoir levels as needed.
4. Ensure continuous monitoring and proper operation of SCADA systems, identifying and troubleshooting any malfunctions or irregularities

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CUSTOMER SUPPORT TECHNICIAN (Continued)

5. Safely receive, handle, and store hazardous chemicals in accordance with safety protocols and regulations, ensuring proper inventory management and compliance with water treatment plant operational standards.
6. Perform backwashing and forward flushing of treatment vessels as needed; inspect and replace pre and post treatment filter bags as necessary.
7. Conduct repairs and maintenance on water system facilities, ensuring all systems are functioning efficiently and in compliance.
8. Document daily and monthly production and treatment data; perform calculations for chlorination and blending.
9. Collect water samples and measure chlorine residuals as needed, ensuring accurate records for analysis and reporting.
10. Respond to emergency situations promptly and be available for on-call shifts outside regular hours.
11. Accurately record readings from meters, gauges, and other instruments used in the operation of treatment plants.
12. Generate and submit detailed reports on water treatment activities, system performance, and compliance with regulatory standards as required.
13. Monitor, maintain, and operate water treatment plant processes and equipment.
14. Perform related duties and responsibilities as required.

WATER CONSERVATIONIST FUNCTIONS

1. Prepare and submit annual drought and conservation reports, along with comprehensive monthly conservation updates, ensuring accurate tracking and compliance with water management goals.
2. Respond to inquiries regarding water shortages, conservation efforts, demand reduction strategies, supply augmentation, and supply data on behalf of the water system.
3. Assist in the development and implementation of drought contingency plans, ensuring effective management of water resources during periods of scarcity.
4. Collaborate with community-based organizations, local governments, and other stakeholders to address water shortage risks and to develop long-term solutions for drought resilience.
5. Ensure the accurate tracking and submission of drought-related data to the state, as required by legislation.
6. Educate the community about drought impacts, water conservation methods, and available resources, ensuring that residents are aware of potential water shortages and steps to mitigate them.
7. Track and monitor water usage data, including peak demand and average water consumption, to optimize the city's water system during drought periods.
8. Participate in County and local drought task forces or alternative coordinating processes to support regional drought preparedness and response strategies.
9. Implement drought resiliency measures, including monitoring groundwater levels and maintaining backup water supply sources, to support continued operations during drought events.
10. Perform related duties and responsibilities as required.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Office administration, organizational practices, and standard procedures.

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CUSTOMER SUPPORT TECHNICIAN (Continued)

- Proficiency in water sampling, chemical analysis, and the interpretation of results.
- Water treatment processes, including coagulation, filtration, disinfection, and chemical dosing.
- Water quality standards and regulations.
- SCADA (Supervisory Control and Data Acquisition) systems, including the integration of sensors, valves, pumps, and other equipment.
- Reporting and regulatory requirements for water quality, including the handling of water sample results and compliance reports.
- Principles, practices, methods and techniques of customer service and customer relationship management.
- City organization, ordinances, rules, policies, and procedures applicable to departmental operations.
- Safe working practices and safety regulations.
- Health and safety regulations specific to water treatment facilities, including handling hazardous chemicals.
- Local, state, and federal regulations for water treatment and distribution, including reporting requirements.
- Confined space entry protocols, lockout/tagout procedures, and other safety measures.
- Water conservation principles, methods, and best practices to promote sustainable water use.

Skill and Ability to:

- Maintain and prepare accurate, clear, and concise written and computerized documents, including records, forms, memoranda, and correspondence.
- Perform accurate mathematical calculations of moderate complexity.
- Implement effective water conservation techniques and educate the public on basic water conservation methods and available products.
- Organize, set priorities, and exercise sound judgment within areas of responsibility.
- Operate City vehicles and equipment in a safe and responsible manner.
- Establish a positive relationship with the public through courteous, responsive, and professional assistance.
- Adapt to organizational changes to include technology, new skills, and procedures.
- Address public inquiries, complaints, and requests for assistance with professionalism, courtesy, and responsiveness.
- Establish and maintain effective working relationships with all those encountered in the course of work. Communicate technical information to non-technical staff.
- Interpret SCADA data, trends, and alarms to make operational decisions.
- Diagnose and troubleshoot SCADA-related system malfunctions, instrumentation failures, and operational issues.
- Use data to monitor plant performance, identify issues, and optimize processes.
- Accurately monitor SCADA systems, water quality data, and equipment performance.
- Demonstrate a high level of attention to detail, critical thinking, problem-solving, decision-making, and active listening to understand and provide effective solutions.
- Train new operators or junior staff.
- Perform a variety of semi-skilled and unskilled work in the construction, maintenance, and repair of water systems or related facilities.

QUALIFICATIONS GUIDELINES

Experience, Education, and Training Guidelines

Experience:

Two (2) years of full-time experience in any of the following areas related to water systems: testing, cleaning, maintenance, inspection, repair, installation, replacement, construction, treatment, distribution, and operation.

Preferred:

Knowledge of landscaping practices and techniques.

Education:

High school graduation or evidence of equivalent educational proficiency.

Licenses and Certifications:

A valid California Class C driver's license, acceptable driving record, and the ability to maintain insurability under the City's vehicle insurance program.

Possession of a State Water Resources Control Board Grade II Water Treatment (T2) Operator certificate is required at time of application.

Possession of a State Water Resources Control Board Grade II Water Distribution (D2) Operator certificate is required at time of application.

State Water Resources Control Board Grade III Water Distribution (D3) Operator certificate within one (1) year of employment.

Depending on future state regulations and the need of the City, the incumbent of this classification may be required to maintain additional licenses or certificates.

Special Requirements:

Provide coverage after normal workday hours, including emergency calls on short notice during nights, weekends, and holidays. This position is part of a rotating on-call schedule, requiring availability during nights, weekends, and holidays. Must be able to respond to the City within a forty-five (45) minute timeframe while on standby duty and be reachable by telephone during this period.

WORKING CONDITIONS

Essential functions and duties require the following physical abilities and work environment

Physical Characteristics

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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CUSTOMER SUPPORT TECHNICIAN (Continued)

Physical Demands

Regularly required to withstand strenuous physical activities for extended periods of time including bending, crawling, crouching, squatting, twisting, stooping, climbing, pushing, pulling, and lifting sixty (60) lbs. The employee will frequently be required to stand, sit, stoop, walk, and kneel for prolonged periods of time. Talk and hear; use hands and fingers to operate tools or equipment requiring a high degree of dexterity; reach with hands and arms; perform repetitive movements of hands or wrists. Specific vision abilities required by this job include close and distance vision, ability to adjust focus and distinguish color. The employee must have the ability to travel to different sites and locations and be available for shift work, on-call, standby, and emergency calls.

Mental Demands

Uses written and oral communication skills; reads and interprets data, information, instructions, and documents; analyzes and solves problems; uses math and mathematical reasoning; observes and interprets people and situations; learns and applies new information and skills; performs highly detailed work; deals with intensive changing deadlines, constant interruptions and multiple concurrent tasks; and interacts with others encountered in the course of work, including contact with the public, vendors, outside agencies, and dissatisfied individuals.

Work Environment

Work includes inside and outside environments; in varying noise levels, temperatures (high and low), and weather conditions with potential exposure to hazards; exposure to air contamination, dust, dirt, electrical hazards, fumes, odors, gases, poor lighting, toxic materials, wetness and humidity, and confined workspaces. Perform tasks at different height levels, including working from elevated surfaces or equipment. Work exposes incumbents to toxic or otherwise irritating substances and/or chemicals. May be exposed to situations involving stray animals, insects, irate customers, or other unforeseen circumstances. Incumbents will be required to drive daily to travel from site to site within City of Loma Linda limits. Will be required to work shift work and on call to respond to emergency and public calls after hours including nights and weekends.

CLASS INFORMATION

Pay Grade: 19

Revised: 02/11/2025

Probationary Period: One (1) Year



J. City Council 2025 Calendar Year Meeting Schedule [City Clerk]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	Consent Calendar Item: 3J.
To	From
City Council	Lynette Arreola, City Clerk

RECOMMENDATION:

It is recommended that the City Council approve the the meeting schedule for the 2025 calendar year as follows:

January 14	July 8
February 11	August 12
March 11	September 9
April 8	October 14
May 13	November 25 (2nd Tuesday is Veteran's Day holiday)
June 10	December 9

BACKGROUND:

The regular meeting schedule for the City Council is the second and fourth Tuesdays of each month. As a matter of practice, the City Council typically meets once a month, the second Tuesday, to accommodate varying workloads and vacations for Council members and staff. However, a second meeting will be scheduled should business necessitate a second meeting.

Please note that the second Tuesday in November falls on Veteran's Day holiday; therefore, the meeting for November was moved to the fourth Tuesday of the month.

The meeting schedules of the Loma Linda Housing Authority and the Successor Agency will continue to follow the City Council's schedule.



A. Consider taking action to merge the Trails Development Committee into the Parks, Recreation and Beautification Committee to meet quarterly [City Manager]

Meeting	Agenda Group
Tuesday, February 11, 2025, 5:30 PM	New Business Item: 5A.
To	From
City Council	Lynette Arreola, City Clerk
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council merge the Trails Development Committee with the Parks, Recreation and Beautification Committee, invite the Trails Development Committee members to apply for the vacant seats, maintain committee name to the Parks, Recreation and Beautification Committee; and schedule their meetings quarterly.

BACKGROUND:

In 2002, the City Council established the Trails Development Committee as a standing committee with the objectives to identify and address trails related issues for the General Plan's Transportation/Circulation, Conservation and Open Space and Parks and Recreation Elements. The Committee has contributed to the establishment of trails, including the South Hills trail and the Edison Easement trail. The City believes the Committee has successfully achieved its objectives with no plans to develop additional trails at this time. The Committee meets quarterly.

The Parks, Recreation and Beautification Committee was established with the objectives to review the City's Park and Recreation Element of the General Plan, oversee the maintenance and improvements to new and existing parks, adopt annual schedules for the use of the sports fields, recommend beautifying public spaces with trees and landscape and to act as an advisory group to the City Council on parks and recreation matters. The Committee meets bi-monthly.

Over the past few years, both Committees have faced challenges in achieving quorums for their regular meetings, resulting in frequent cancellations. The City believes that merging the Committees and encouraging active Trails Committee members to apply for membership in the combined Committee will help resolve the issue of establishing quorums.

The City Manager met with both Committees to discuss the recommendation to merge them, and the members of both Committees supported the proposal.

ANALYSIS:

The City believes the Trails Development Committee share similar goals and responsibilities as the Parks, Recreation and Beautification Committee, focusing on enhancing the community's outdoor spaces, promoting recreation, trails, and maintaining natural resources. The new Committee can address projects that impact both parks and trails leveraging the expertise and perspectives of all members. The City values the contributions of both committees and believes that merging them will establish a stronger platform. This will also streamline efforts, simplify decision-making processes by coordinating with one group.

ENVIRONMENTAL IMPACT:

None.

FINANCIAL IMPACT:

No financial impact.