CITY OF LOMA LINDA
CITY COUNCIL AGENDA
REGULAR MEETING

Tuesday, July 9, 2024, 7:00 PM
Council Chambers
25541 Barton Road
Loma Linda, CA 92354

A Regular Meeting of the Loma Linda City Council is scheduled in the Council Chambers, 25541 Barton Road, Loma Linda, California at 7:00 p.m. ***Under Municipal Code Section 2.08.010, study sessions or closed session items may begin at 5:30 p.m. or as soon thereafter as possible.*** **A recess may be called at the discretion of the City Council.**

The Agenda and Reports relating to each agenda item are on file in the City Clerk's Office and are available for public inspection during normal business hours. They are also on the City's Website at www.lomalinda-ca.gov.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, 25541 Barton Road, Loma Linda, CA during normal business hours. Such documents are also available on the City's website at www.lomalinda-ca.gov subject to staff's ability to post the documents before the meeting.

Persons wishing to speak on an agenda item, including any closed session items, are asked to submit their names in the Kiosk or information card and present to the City Clerk before consideration of the item. When the item is to be considered, the Mayor will recognize you. Please step to the podium, give your name, and offer your comments. The City Council meetings are recorded to assist in preparing the Minutes.
The Oral Reports/Public Participation portion of the agenda pertains to items NOT on the agenda and is limited to 30 minutes; 3 minutes are allotted for each speaker. Under the Brown Act, no action may be taken by the City Council at this time; however, the City Council may refer comments/concerns to staff or request that the item be placed on a future agenda.
Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance to provide public comment, or for other special assistance; please contact the City at least 48 hours before the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. The Office of the City Clerk may be reached at (909) 799-2819 or at larreola@lomalinda-ca.gov.

1: Call to Order

1A. Call to Order

1B. Roll Call

1C. Closed Session - 5:30 pm
Conference with Legal Counsel on Labor Negotiations Conference with Labor Negotiator (Government Code Section 54957.6) - Agency Labor Counsel - Kevin Dale; Agency Representative - City Manager T. Jarb Thaipejr and Employee Organizations - Teamsters (Public Works); Teamsters (Administration); Loma Linda Professional Firefighters, Local 935; Unrepresented Safety (Fire) Management/Confidential Employees; and Unrepresented Miscellaneous Management/Confidential Employees

1D. Invocation and Pledge of Allegiance - Mayor Dupper

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. Council Bill #R-2024-24 - 2024 Spring Weed Abatement Program [Fire]

— Receive the Spring 2024 Weed Abatement Program Report and Approve the accounting of costs; and

— Adopt Council Bill #R-2024-24

2B. JOINT MEETING OF THE LOMA LINDA CITY COUNCIL AND HOUSING AUTHORITY REGARDING THE FISCAL YEAR 2024-25 BUDGET - Budget Committee's Recommendations (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Accept the Budget Committee's Recommendations.

2C. Presentation of Proposed FY 2024-2025 Budget [Finance] (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

2D. Five-Year Capital Improvement Program (CIP) [Public Works] (Continued from June 25, 2024)
Fiscal Year 2024 -25 Budget Item

— Approve the Five-Year Capital Improvement Program.

2E. Council Bill #R-2024-18 - A Resolution to Approve the Fiscal Year 2024-2025 Adjusted Appropriations Limit [Finance] (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Adopt Council Bill #R-2024-18.

2F. Investment Policy (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Approve the Investment Policy.

2G. Citizen Option for Public Safety (COPS) Grant Expenditure Plan (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Approve the COPS Grant Expenditure Plan.

2H. Council Bill #R-2024-20 - Adopt Resolution to approve the Wildland Fire Protection Contract #3CA06941 between the California Department of Forestry and Fire Protection (CAL FIRE) and the City of Loma Linda for $107,254.21 for Fiscal Year 2024-2025 and authorize the Mayor or Mayor pro tempore to sign the contract pursuant to Government Code 40601 (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Adopt Council Bill #R-2024-20.

2I. Loma Linda Fire Department Radio Contract (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Approve Radio Contract.

2J. Council Bill #R-2024-19 - A Resolution to Approve the 2024-2025 Fiscal Year Budget (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Adopt Council Bill #R-2024-19.

2K. Loma Linda Housing Authority Bill #R-2024-01 - A Resolution to Approve the Loma Linda Housing Authority 2024-2025 Fiscal Year Budget (Continued from June 25, 2024)
Fiscal Year 2024-25 Budget Item

— Adopt Loma Linda Housing Authority Bill #R-2024-01.

2L. Presentation of the Voter Survey Research Results by Dr. Richard Bernard, Fairbank, Maslin, Maullin, Metz and Associates (FM3 Research)

— Accept the results of Voter Survey Research conducted by FM3 Research and presented by consultant Dr. Richard Bernard, Ph.D.

2M. Resolutions and Ordinance Measure to Declare a Fiscal Emergency; to Call and Give Notice of a Special Municipal Election to submit to the City's Qualified Voters the "City of Loma Linda Essential Services Measure", which enacts the "City of Loma Linda Transaction and Use Tax Ordinance" that Establishes a General-Purpose One Percent Transactions (sales) and Use Sales Tax Measure

— Council Bill #R-2024-26 - Adopt Resolution Unanimously to Declare a Fiscal Emergency Pursuant to Article XIIIC Section 2(B) of the California Constitution;

— Council Bill #R-2024-27 - Subject to the Adoption of Council Bills #R-2024-26, Adopt Resolution Giving Notice of a Special Municipal Election for Placement of a General Tax Measure on the November 5, 2024, Ballot;

— Council Bill #O-2024-05 - Subject to the Adoption of Council Bills #R-2024-26 and #R-2024-27, To Introduce on first reading and set second reading to July 23, 2024, an Ordinance adding Chapter 3.34 to Title 3 of the Loma Linda Municipal Code related to Imposing a General Transaction and Use Tax, subject to Approval by Voters at the November 5, 2024, Special Municipal Election

3: Consent Calendar

3A. Approve Demands Registers - July 9, 2024 [Finance]

— Approve demands for payment

3B. Approval of Minutes June 11, 2024 [City Clerk]

— Approve minutes as submitted

3C. Approval of Minutes June 20 & 25, 2024 [City Clerk]

— Approve Minutes for June as submitted

3D. Treasurer's Report - June 2024 [Finance]

— Accept for Filing

3E. Fire Department's Activity Report - June 2024 [Fire]

— Accept for Filing

3F. Subject to the Adoption of Council Bill #R-2024-26, Award contract to Communications & Media management Consultants for Communications and Community Outreach Services

— Subject to the Adoption of Council Bill #R-2024-06, Award Contract to Communications and Media Management Consultants

3G. Agreement Amendment with TKE Engineering, Inc. for Consulting Services with TKE Engineering, Inc. [Administration]

— Approve the First Amendment of Agreement with TKE Engineering, Inc.

3H. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Fiscal Year 2024-25 [Administration]

— Approve the execution of the Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for collection of Special Taxes, Fees, and Assessments for Fiscal Year 2024-25

3I. Extension of Annual City Service Contracts for Fiscal Year 2024-25 [Public Works]

— Approve one-year extension to the service contracts as identified for Fiscal Year 2024-25

3J. Extension of Annual Service Contracts for Fire Department for Fiscal Year 2024-25 [Fire]

3K. Award Contract to GCI Construction, Inc., for Installation of Pre-Packed Sewer Pump Station at 25876 Juanita Street (CIP 21-511) [Public Works]

— Award Contract to GCI Construction Inc. in the amount of $235,600;

— Award Construction Staking Contract to Joseph E. Bonadiman & Associates in a not-to-exceed amount of $5,000; and

— Approve a Project Contingency of $23,000.

3L. Award a Contract to Orozco Landscape and Tree Company for Landscape Maintenance District Area B [Public Works]

— Award Contract in the amount of $322,569.24.

3M. Award Contract to Crimson Marie Company for the Construction of Concrete "V" Ditch at Richardson Street (CIP 24-413) [Public Works]

— Award Contract to Crimson Marie Company in the amount of $54,800;

— Award Contract to Goodman & Associates, Inc., in an amount not to exceed of $1,700; and

— Approve a Project Contingency of $5,500.

3N. Award Contract to Carollo Engineers for Sanitary Sewer Masterplan Update [Public Works]

— Award Contract in the Amount of $369,500.

3O. Award Contract to S & H Civilworks for the Installation of ADA Access Ramps, and Sidewalks at Various Locations (CIP 24-122) [Public Works]

— Award contract in the amount of $206,100.00 and authorize a project contingency of $20,000

3P. Accept Parcel Map 20389 Off Site Improvements [Public Works]

— Accept the Offsite Improvements for Parcel Map 20389; and

— Release the Associated Guarantee in Favor of a 10% Maintenance Guarantee and Begin the One-Year Maintenance Period.

3Q. Approve a supplemental appropriation of $300,000 from General Fund Reserves; appropriate the funds into the Grant Expense Account and authorized the purchase five (5) 12-lead cardiac monitor/defibrillators. Accept a grant revenue of $300,000 from San Manual Band of Indians for reimbursement costs of the equipment. Declare four existing monitors being replaced as surplus and authorize their disposition. [Fire]

3R. Notice of Completion - Waterline Improvements at Beaumont Avenue and Nevada Street (CIP 20-657) [Public Works]

— Accept as complete and authorize recordation of Notice of Completion for the Waterline Improvements at Beaumont Ave. by MCC Equipment Rentals, Inc.

3S. Notice of Completion - Purchase and Installation of (2) Two Fuel Management Systems for Fire and Public Works Departments [Public Works]

— Accept as complete and authorize recordation of Notice of Completion for the purchase of two (2) fuel management systems from World Fuel Services.

4: Old Business

4A. Council Bill #O-2024-04 - Second Hearing - An Ordinance of the City Council of the City of Loma Linda repealing Ordinance 712, which will remove Chapter 17.105 Formula-Based Fast Food Restaurants of the Loma Linda Municipal Code in its entirety, and amending Chapter 17.40 Commercial and Industrial Zones (BP, CO, C-1, C-2, and CM) to allow Fast Food Restaurant With Drive-Through in the BP, C-1, C-2, and CM Zones subject to a Conditional Use Permit and specific use regulations, and amending applicable definitions in Chapter 17.02 Introduction and Definitions for consistency purposes throughout the Development Code (Continued from June 25, 2024)
On June 11, 2024, the City Council introduced the first reading of Council Bill #O-2024-04 and set the second reading for June 25, 2024, for adoption. However, due to a lack of quorum on June 25, 2024, the item was continued to July 9, 2024.

— Adopt Council Bill #O-2024-04, waive the reading of the Ordinance it its entirety, and direct to be read by Title only.

4B. Develop a Revenue Generating Committee (Continued discussion for potential actions)

5: New Business

6: Reports

6A. Reports of Council Members

6B. Reports Of Officers

7: Adjournment

Adjourn the Meeting in Honor and Memory of Richard "Dick" Wiley and Joseph Frink

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 Lind a 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: July 3, 2024

City of Loma Linda

Regular City Council Staff Report

Council Bill #R-2024-24 - 2024 Spring Weed Abatement Program [Fire]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2A

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 **Spring 2024 Weed Abatement Program;** 2) Approve the report and accounting of costs; and 3) Adopt Council Bill #R-2024-24 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 Spring 2024 Weed Abatement program began on **April 1st – 2nd, 2024** with an initial inspection of approximately 300 parcels. Pursuant to Sections 104.5 of the International Fire Code, **248** Notices to Clean Property, Exhibit "A", were sent by regular mail on **April 16th, 2024** to the **OWNER OF RECORD** as provided by the County Assessor's office. **14 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 **May 1st – 2nd.** 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 14**.**

On **June 25th, 2024** 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 **July 9th, 2024.** 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 **July 9th, 2024** Hearing and Council action, the Report of Costs, with accompanying Resolution (see attached), will be forwarded to the Property Tax Division of the San Bernardino County Auditor/Controller-Recorder for collection as assessments and or liens against the property.

ENVIRONMENTAL IMPACT:

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

FINANCIAL IMPACT:

Recovery of abatement costs plus administrative fees are outlined on Exhibit “C”.

Attachments

Exhibit A - Spring 2024 Notice to Clean Property.pdf
Exhibit B - Spring 2024 Invoice.pdf
Exhibit C - Spring 2024 Outstanding Weed Invoices.pdf
Exhibit D - Resolution - 2024 Spring Weed Abatement.pdf

Exhibit A

City of Loma Linda Fire Department

Community Risk Reduction Division

NOTICE TO CLEAN PROPERTY

Location:
APN:

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 trees, tree trimmings, weeds, dead grass, tumbleweeds, and any other combustible materials from property.

Any weeds or other fire hazards as listed above on this property must be removed or abated in an acceptable manner by **April 1st, 2024**. Failure to remove or abate by this date will cause for the City of Loma Linda or its 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 conditions observed on this 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.

By: Matt Dingman, Fire Inspector

Tom Ingalls
Fire Marshal - 909-799-2853

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

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 **Spring 2024** weed abatement:

Abatement Cost:

Administrative Charges:

Total Due:

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

Payment must be received by **July 9, 2024 at 5:00 p.m.** after which time a Public Hearing will be conducted to hear a Report of Cost. The Public Hearing is scheduled for **July 9, 2024 at 7:00 p.m.** at the City of Loma Linda Council Chambers, 25541 Barton Road, at which time Total Charges will be placed as assessments and or liens against the above real property.

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

By:

Tom Ingalls

Tom Ingalls
Fire Marshal

Spring 2024

OUTSTANDING WEED INVOICES

Exhibit C

INV #	APN	OWNER	Address of Record	Contractor Cost	Admin Fees	TOTAL	Date Ordered	Date Abated	PAID
24001	028422115	MTB Inland Empire Properties LLC	31811 Monarch Crest, Laguna Niguel Ca 92677	$ 1,200.00	$ 840.00	$ 2,040.00	04/16/24	04/30/24	
24002	028109125	Veres, Lawrence A & Shelley A RE	11840 Hollis CT, Loma Linda Ca 92354	$ 210.00	$ 147.00	$ 357.00	04/16/24	05/23/24	
24003	028109123	Cobanov, Guadalupe Trust 12/13/1	1205 Via Zumaya, Palos Verdes Estates Ca 90274	$ 245.00	$ 171.50	$ 416.50	04/16/24	06/11/24	
24004	028109141	Patel, Praksh TR	16390 Foothill Blvd, Fontana Ca 92335	$ 210.00	$ 147.00	$ 357.00	04/16/24	06/11/24	
24006	028407105	Salcedo Concepcion Trust (6-5-00)	325 Sharon Park Drive Suite # 110, Menlo Park Ca 94025	$ 360.00	$ 252.00	$ 612.00	04/16/24	06/12/24	
24008	028315127	HE Investments Holdings Inc	303 Grenola St, Pacific Palisades, Ca 90272	$ 4,000.00	$ 2,800.00	$ 6,800.00	04/16/24	06/19/24	

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING A REPORT AND STATEMENT OF EXPENSES FOR THE SPRING 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 Attachment "A" and incorporated herein by reference, is hereby confirmed and adopted as amended; and

2. That the statement of expenses (Attachment "A") is fair, reasonable, and appropriate; and

3. That the cost of the abatement work done or caused to be done by the City as shown on the statement of expenses is hereby ordered to be paid by **July 9, 2024**; and

4. That, if said costs have not been paid by **July 9, 2024,** they shall constitute a lien upon the real property against which the nuisance was abated and shall be collected either by a personal civil suit against the person creating, causing, or permitting the nuisance, or by a special assessment against the real property; and

5. That the City Clerk shall file a certified copy of this Resolution and report and statement of expenses as amended with the San Bernardino County Auditor, Assessor, and Tax Collector, and shall direct the Auditor to enter the amounts of the charges contained in the report and statement of expenses against the real property described in the report and statement of expense; and

6. That the amount of the charges shall constitute a lien against the real property against which the charges have been imposed; and

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

PASSED, APPROVED, AND ADOPTED this 9th day of July 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Phillip Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

City of Loma Linda

Regular City Council Staff Report

JOINT MEETING OF THE LOMA LINDA CITY COUNCIL AND HOUSING AUTHORITY REGARDING THE FISCAL YEAR 2024-25 BUDGET - Budget Committee's Recommendations (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2B

To	From
City Council	T Jarb Thaipejr, City Manager

RECOMMENDATION:

The Budget Committee offered their observations and recommendations on the proposed FY 2024-2025 Budget to the City Council.

Attachments

Budget Committee Budget Analysis FY 2024 2025 (1).pdf

Loma Linda Budget Committee Budget Analysis FY 2024-2025

The Budget Committee offers the following observations and recommendations on the proposed budget

Opening Observations

- As always, the Budget Committee would like to recognize the City Manager, Staff, and employees of Loma Linda in working together to realize this year's budget. The Budget Committee continues to appreciate the working relationships between employees and management. As always, the City functions because all of you: without your, the city would stop working for the citizens of Loma Linda.
- The Budget Committee has again increased reservations for the future City budgets. Although this year's proposed budget is including unfilled positions there are notable decreases in revenue and future increases in recurring expenses. The major increase in recurring expense arises from inflation, possible recession, tight labor market and increased housing costs. But for this year, the Budget Committee recognizes Loma Linda s a qualified "well-run city".
- The City has made progress with Information Technology resources. We feel more resources are needed in this area.
- The Budget Committee recognizes that the city has maintained a very lean workforce since the Great Recession and that further cuts would endanger the City's ability to fulfill its duties. The additional services from continuing housing developments, and additional IT responsibilities, it is only a matter of time that additional staff and expertise will be needed. Traditionally, property taxes have not paid for all the services that are provided and the current revenue is just covering current services. The Budget Committee has concerns for matching revenue and expenses in the future as additional personnel and or additional services will be needed.
- We would like to remind the City Council that the budget process should not only be viewed in a yearly short-term view, but also in a multi-year process, for a long-term view. The long-term view allows the council to affect programs that will likely survive their tenure on the Council.
- The Budget Committee wishes to thank the City Manager and Staff for creating the proposed budget and accompanying documentation for us to review.

Loma Linda Budget Committee Budget Analysis FY 2024-2025

Recommendations

- As with prior years, with increasing urgency, the Budget Committee believes that if offsetting revenue is not found, Citizens of Loma Linda are at risk of losing their current level of city services.
    - The Committee recommends that revenue generation should be a higher priority. The City has tried to increase revenue through a variety of methods. These along with current streams of income from service fees, fines, charges and taxes and city assets and investments currently will not be sufficient for the future.
        - ♣ The committee further recommends a whole city approach to increasing revenue with all potential revenue streams. For example:
            - Future development and redevelopment can be envisioned to create an area that has increased synergy other than just the individual business and entities that are located there. See if you can find private partners to help with this. These plans should also review and existing impediments that the City has that have inhibited any new or revised revenue streams, such as drive thru restrictions or reasonable restrictions to alcohol.
- The budget Committee recognizes the complexities in today's ever-increasing computer integration in the city's workflow and we are recommending to continue to review the security and disaster recovery policy and procedures.
- The Budget Committee continues to be concerned about the underfunded pension contribution costs for the CALPERS Miscellaneous and CALPERS Safety accounts. We are pleased that we are in a much better position that most cities in the state but still concerned.
    - We recommend no further buy down at this time.
- As a continuance from last several years, the Committee ahs concerns for a long term "running lean" philosophy. Even though this has served the City adequately since the Great Recession there are potential negative aspects which could include:
    - Oversight Deterioration
    - "Brain Drain" liability from key employees
    - Employee fatigue and potential employee dissatisfaction
        - ♣ The Committee recommends that the City budget that additional positions needed to fill those needs, including the City Managers additional positions that will need to be hired soon.
- The Budget should not be balanced using cash reserves more than one year. The budget Committee believes that the 'Rainy Day Fund' should not be used for normal reoccurring City operations.
- Public safety and other vital City services should continue to be maintained at current levels. The Budget Committee continues to recommend not reduction in services or staffing.

- Allocating for maintenance of all City assets should be continued. The Budget Committee believes that Maintenance is a vital part in keeping a city healthy.
- The Budget Committee appreciated the Vehicle Replacement Fund and replacement worksheet. Due to the lack of projected surplus, there is no recommendation to contribute the Vehicle Replacement Fund this year, even though, this action puts savings for future vehicle replacement further behind. Prices are not coming down.
- Finally, the Budget Committee wish to comment the Staff/ City Manager/ Council who have worked to Ensure that Loma Linda is a better position than most California cities.

City of Loma Linda

Regular City Council Staff Report

Presentation of Proposed FY 2024-2025 Budget [Finance] (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2C

To	From
City Council	Sonia Fabela, Finance Director

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION

Presentation of the Proposed Fiscal Year 2024-2025 Budget by Finance Department.

Attachments

City of Loma Linda Proposed Budget FY 2024-2025.pdf

City of Loma Linda
FY 2024- 25 Proposed Budget



Proposed Version - 7/09/2024

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TABLE OF CONTENTS

Introduction . . . **4**
Projected Fund Balance . . . 5
Schedule of Transfers and Loan Transactions . . . 7
Fund Summaries . . . **8**
Citywide Budget Summary - All Funds . . . 9
General Fund . . . 31
Funding Sources . . . **34**
Funding Sources . . . 35
Departments . . . **37**
City Council . . . 38
City Clerk . . . 42
City Manager . . . 46
Finance . . . 51
Information Systems . . . 57
General Government . . . 62
Police Services . . . 67
Senior Center . . . 70
Planning . . . 74
Building and Safety . . . 79
Code Enforcement . . . 83
Parking Control . . . 88
Fire Prevention . . . 93
Fire & Rescue Services . . . 98
Disaster Preparedness . . . 105
Streets & Traffic Safety . . . 110
Engineering . . . 115
Street Maintenance . . . 120
Facilities Maintenance . . . 126
Refuse . . . 132
Recycling . . . 136
Parks Maintenance . . . 140
Vehicle Maintenance . . . 146
Sewer Enterprise . . . 151
Loma Linda Connected Communities Program . . . 160
Water Enterprise - Summary . . . 164
Water Administration . . . 165
Water Production . . . 172
Water Transmission & Distribution . . . 178
Water Meters . . . 183
Sewer Capital Fund . . . 188
Water Acquisition . . . 190
Traffic Safety . . . 192
Gas Tax . . . 194

CASp CERT & Training . . . 196
Measure "I" . . . 197
Measure "I" MSART . . . 199
Landscape Maintenance District . . . 201
Street Lighting District . . . 205
AQMD Grant . . . 209
American Rescue Plan Act (ARPA) Grant Fund . . . 211
Community Development Block Grant . . . 212
COPS Grant Fund . . . 214
Miscellaneous Grants . . . 217
Federal/State Construction . . . 220
Park Development . . . 221
Storm Drain . . . 223
Traffic Impact . . . 225
General Facilities . . . 227
Art in Public Places . . . 229
Special Projects Construction . . . 231
Capital Projects SA Bond Proceeds . . . 233
Public Financing Authority . . . 235
Loma Linda Housing Authority . . . 237

INTRODUCTION

CITY OF LOMA LINDA
FISCAL YEAR 2024-2025
PROPOSED
BUDGET SUMMARY OF AVAILABLE REVENUES AND OTHER RESOURCES, AND EXPENDITURES AND USES OF BUDGET RESOURCES

														Reserve % of Committed FB	Total FB % of Budgeted Exp.
														7.4%	65.8%
	JULY 1, 2024 AUDITED BEGINNING AVAILABLE CASH BALANCE	ESTIMATED REVENUES AND OTHER RESOURCES AVAILABLE				ESTIMATED AVAILABLE RESOURCES FOR BUDGET PURPOSES	PROPOSED EXPENDITURES AND OTHER USES OF RESOURCES				TOTAL USE & DESIGNATION OF RESOURCES	JUNE 30, 2025 ESTIMATED ENDING AVAILABLE CASH BALANCE	Total Beginning FB	Total Ending FB	Net Chg % of FB
				LOANS AND OTHER SOURCES					LOANS AND OTHER USES				18,261,277	17,854,277	-2.28%
GENERAL FUND		ESTIMATED REVENUE	TRANSFERS INCOME	REPAYMENT	NEW(IN)		PROPOSED EXPENDITURES	TRANSFERS EXPENDITURES	REPAYMENT	NEW(OUT)			Total Rev/Sources	Total Exp/Uses	Net change
001 GENERAL FUND-UNASSIGNED	15,011,277	25,812,200	902,300			41,725,777	26,862,800	258,700			27,121,500	14,604,277	26,714,500	27,121,500	(407,000)
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	2,664,589	6,533,900				9,198,489	6,769,200		500,000		7,269,200	1,929,289	6,533,900	7,269,200	(735,300)
440 LL CONNECTED COMMUNITIES	99,157	341,200			561,900	1,002,257	481,200			561,900	1,043,100	(40,843)	903,100	1,043,100	(140,000)
465 WATER UTILITY OPERATIONS	3,069,268	8,031,000		500,000		11,600,268	9,160,100				9,160,100	2,440,168	8,531,000	9,160,100	(629,100)
ENTERPRISE CAPITAL FUNDS															
417 SEWER CAPITAL FACILITIES	192,993	263,400				456,393	358,500				358,500	97,893	263,400	358,500	(95,100)
438 WATER CAPITAL ACQUISITION	(116,044)	1,486,100		573,700		1,943,756	0				0	1,943,756	2,059,800	0	2,059,800
SPECIAL REVENUES FUNDS															
103 HOUSING IN LIEU	211,231	7,900				219,131	0				0	219,131	7,900	0	7,900
106 TRAFFIC SAFETY	0	55,200				55,200	0	55,200			55,200	0	55,200	55,200	0
107 GAS TAX	150,594	1,345,900				1,496,494	645,600	700,300			1,345,900	150,594	1,345,900	1,345,900	0
108 CASp CERT & TRAINING	43,790	7,100				50,890	1,000				1,000	49,890	7,100	1,000	6,100
126 MEASURE "I" (2010-2040)	324,728	662,900				987,628	742,800				742,800	244,828	662,900	742,800	(79,900)
127 MEASURE "I" - MSART	218,477	212,500				430,977	501,900				501,900	(70,923)	212,500	501,900	(289,400)
130 ASSET FORFEITURE - FEDERAL	2	0				2	0				0	2	0	0	0
SPECIAL ASSESSMENT DISTRICTS															
171 LANDSCAPE MAINT DISTRICT	(8,306)	460,000	258,700			710,394	830,800				830,800	(120,406)	718,700	830,800	(112,100)
172 STREET LIGHTING ASSESSMENT DI	25,010	373,700				398,710	457,900				457,900	(59,190)	373,700	457,900	(84,200)
GRANTS															
110 AQMD FEES	(3,434)	32,700				29,266	29,200				29,200	66	32,700	29,200	3,500
121 AMERICAN RESCUE PLAN ACT (ARI	0	0				0	0				0	0	0	0	0
328 FEDERAL/STATE CONST. GRANTS	59,810	2,000				61,810	0				0	61,810	2,000	0	2,000
129 TRAFFIC CONGESTION RELIEF GRA	1,884	100				1,984	0				0	1,984	100	0	100
132 COMMUNITY DEV BLOCK GRANT	4,868	131,200				136,068	131,000				131,000	5,068	131,200	131,000	200
135 CITIZENS' OPTION PUBLIC SAFETY	459,578	192,200				651,778	86,600	146,800			233,400	418,378	192,200	233,400	(41,200)
137 GRANT FUND	37,706	418,800				456,506	418,800				418,800	37,706	418,800	418,800	0
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	(75,689)	1,427,900				1,352,211	240,000				240,000	1,112,211	1,427,900	240,000	1,187,900
309 STORM DRAIN	1,221,068	189,800				1,410,868	73,400				73,400	1,337,468	189,800	73,400	116,400
312 TRAFFIC IMPACT	1,293,353	249,400				1,542,753	380,200				380,200	1,162,553	249,400	380,200	(130,800)
113 PUBLIC IMPROVEMENTS	68,913	2,300				71,213	0				0	71,213	2,300	0	2,300
315 FIRE FACILITIES	1,726,977	304,600				2,031,577	0				0	2,031,577	304,600	0	304,600
316 GENERAL FACILITIES	77,237	33,300				110,537	23,900				23,900	86,637	33,300	23,900	9,400
318 PUBLIC MEETING FACILITIES	581,187	300,400				881,587	0				0	881,587	300,400	0	300,400
319 PUBLIC LIBRARY FACILITIES	33,167	1,100				34,267	0				0	34,267	1,100	0	1,100
323 ART IN PUBLIC PLACES	154,446	113,700				268,146	59,800				59,800	208,346	113,700	59,800	53,900
124 REGIONAL TRANSPORTATION	12,496,716	1,096,900				13,593,616	0				0	13,593,616	1,096,900	0	1,096,900
343 SPECIAL PROJECTS	970,450	109,700		1,065,400		2,145,550	18,600				18,600	2,126,950	1,175,100	18,600	1,156,500
345 CAPITAL PROJECTS SA BOND PRO	156,770	20,000				176,770	23,900				23,900	152,870	20,000	23,900	(3,900)
LOMA LINDA PUBLIC FINANCING AUTHORITY															
250 PUBLIC FINANCING AUTHORITY	41,915	1,400				43,315	400				400	42,915	1,400	400	1,000
LOMA LINDA HOUSING AUTHORITY															
180 LOMA LINDA HOUSING AUTHORITY	1,447,773	192,700				1,640,473	175,000				175,000	1,465,473	192,700	175,000	17,700
TOTAL CITY	45,904,217	50,413,200	1,161,000	2,139,100	561,900	100,179,417	48,472,600	1,161,000	500,000	561,900	50,695,500	49,483,917	54,275,200	50,695,500	3,579,700

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.

Budget Summary of Available Revenues and Other Sources, and Expenditures and Uses of Budget Resources

Fund Description	July 1, 2024 Beginning Available Cash Balance	FY 2024-25 Projected Revenues and Other Resources	FY 2024-25 Proposed Expenditures and Other Uses	June 30, 2025 Estimated Ending Available Cash Balance	Net Change
001 General Fund-Unassigned	$ 15,011,277	$ 26,714,500	$ 27,121,500	$ 14,604,277	$ (407,000)
002 Geral Fund-Assigned	1,250,000	-	-	1,250,000	-
002 General Fund-Committed	2,000,000	-	-	2,000,000	-
Total General Fund	**18,261,277**	**26,714,500**	**27,121,500**	**17,854,277**	**(407,000)**
Enterprise Funds - Operating					
405 Sewer Utility	2,664,589	6,533,900	7,269,200	1,929,289	(735,300)
440 LL Connected Communities	99,157	903,100	1,043,100	(40,843)	(140,000)
465 Water Utility Operations	3,069,268	8,531,000	9,160,100	2,440,168	(629,100)
Total Enterprise Funds - Operating	**5,833,014**	**15,968,000**	**17,472,400**	**4,328,614**	**(1,504,400)**
Enterprise Funds - Capital					
417 Sewer Capital Facilities	192,993	263,400	358,500	97,893	(95,100)
438 Water Capital Acquisition	(116,044)	2,059,800	-	1,943,756	2,059,800
Total Enterprise Funds - Capital	**76,949**	**2,323,200**	**358,500**	**2,041,649**	**1,964,700**
Special Revenue Funds					
103 Housing In Lieu	211,231	7,900	-	219,131	7,900
106 Traffic Safety	-	55,200	55,200	-	-
107 Gas Tax	150,594	1,345,900	1,345,900	150,594	-
108 CASp CERT & Training	43,790	7,100	1,000	49,890	6,100
126 Measure "I" (2010-2040)	324,728	662,900	742,800	244,828	(79,900)
127 Measure "I" - MSART	218,477	212,500	501,900	(70,923)	(289,400)
130 Asset Forfeiture - Federal	2	-	-	2	-
Total Special Revenue Funds	**948,822**	**2,291,500**	**2,646,800**	**593,522**	**(355,300)**
Special Assessment Districts					
171 Landscape Maint District	(8,306)	718,700	830,800	(120,406)	(112,100)
172 Street Light Assessment District	25,010	373,700	457,900	(59,190)	(84,200)
Total Special Assessment Districts	**16,704**	**1,092,400**	**1,288,700**	**(179,596)**	**(196,300)**
Grants					
110 AQMD Fees	(3,434)	32,700	29,200	66	3,500
121 American Rescue Plan Act (ARPA)	-	-	-	-	-
328 Federal/State Construction Grants	59,810	2,000	-	61,810	2,000
129 Traffic Congestion Relief Grant	1,884	100	-	1,984	100
132 Community Development Block Grant	4,868	131,200	131,000	5,068	200
135 Citizens' Option Public Safety	459,578	192,200	233,400	418,378	(41,200)
137 Grant Fund	37,706	418,800	418,800	37,706	-
Total Grant Funds	**560,412**	**777,000**	**812,400**	**525,012**	**(35,400)**

Redemption Funds					
221 1978 Water Bonds	12,756	-	-	12,756	-
Total Redemption Funds	**12,756**	**-**	**-**	**12,756**	**-**
Capital Funds					
304 Parks Development	(75,689)	1,427,900	240,000	1,112,211	1,187,900
309 Storm Drain	1,221,068	189,800	73,400	1,337,468	116,400
312 Traffic Impact	1,293,353	249,400	380,200	1,162,553	(130,800)
113 Public Improvements	68,913	2,300	-	71,213	2,300
315 Fire Facilities	1,726,977	304,600	-	2,031,577	304,600
316 General Facilities	77,237	33,300	23,900	86,637	9,400
318 Public Meeting Facilities	581,187	300,400	-	881,587	300,400
319 Public Library Facilities	33,167	1,100	-	34,267	1,100
323 Art in Public Places	154,446	113,700	59,800	208,346	53,900
124 Regional Transportation	12,496,716	1,096,900	-	13,593,616	1,096,900
343 Special Projects	970,450	1,175,100	18,600	2,126,950	1,156,500
345 Capital Projects SA Bond Projects	156,770	20,000	23,900	152,870	(3,900)
Total Capital Funds	**18,704,595**	**4,914,500**	**819,800**	**22,799,295**	**4,094,700**
Loma Linda Public Financing Authority					
250 Public Financing Authority	41,915	1,400	400	42,915	1,000
Total Public Financing Authority	**41,915**	**1,400**	**400**	**42,915**	**1,000**
Loma Linda Housing Authority					
180 Loma Linda Housing Authority	1,447,773	192,700	175,000	1,465,473	17,700
Total Loma Linda Housing Authority	**1,447,773**	**192,700**	**175,000**	**1,465,473**	**17,700**
Total City	**$ 45,904,217**	**$ 54,275,200**	**$ 50,695,500**	**$ 49,483,917**	**$ 3,579,700**

Schedule of Transfers and Loan Transactions

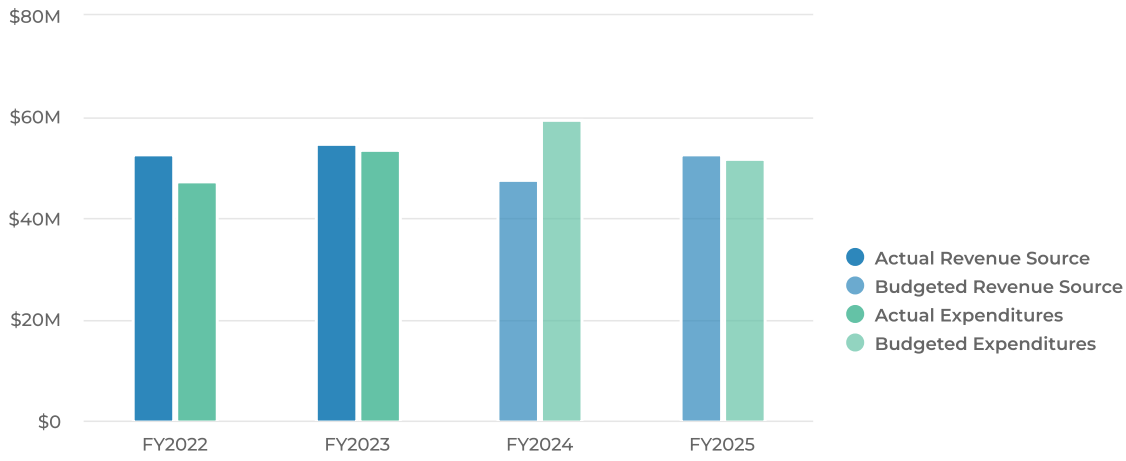
TO GENERAL FUND (001):		
Transfers From:		
Traffic Safety Fund (106)	$55,200	To reimburse General Fund parking program operational costs
Gas Tax Fund (107)	$700,300	To reimburse General Fund street maintenance costs
Citizens' Option Public Safety Grant (COPS) (135)	$146,800	To cover qualified expenditures in Police budget
Total Transfers-in to General Fund	**$902,300**	
Transfers To:		
Landscape Maintenance District (172)	$258,700	To assist with operations
Total Transfers-Out from General Fund	**$258,700**	
TO LL CONNECTED COMMUNITIES (440):		
Loan Proceeds From:		
Successor Agency to the Redevelopment Agency (556)	$561,900	To refinance Unpaid Interest on loans from Merged RDA Project Area (Non-Cash)
Total Loan Proceds LLCCP Fund	**$561,900**	
TO WATER UTILITY FUND (465):		
Transfers From:		
Sewer Enterprise (405)	$500,000	Repayment of advance
Total Transfers-in to Water Fund	**$500,000**	
TO WATER CAPITAL FUND (438)		
Transfers From:		
Successor Agency to the Redevelopment Agency (556)	$573,700	Repayment of outstanding loan balance
Total loan Proceeds Water Capital Find	**$573,700**	
TO SPECIAL PROJECTS FUND (343)		
Transfers From:		
Successor Agency to the Redevelopment Agency (556)	$1,065,400	Repayment of outstanding loan balance
Total loan Proceeds Water Capital Find	**$1,065,400**	
	$3,603,300	**GRAND TOTAL TRANSFERS-IN, LOAN PAYMENTS AND PROCEEDS ALL FUNDS**

FUND SUMMARIES

Citywide Budget Summary - All Funds

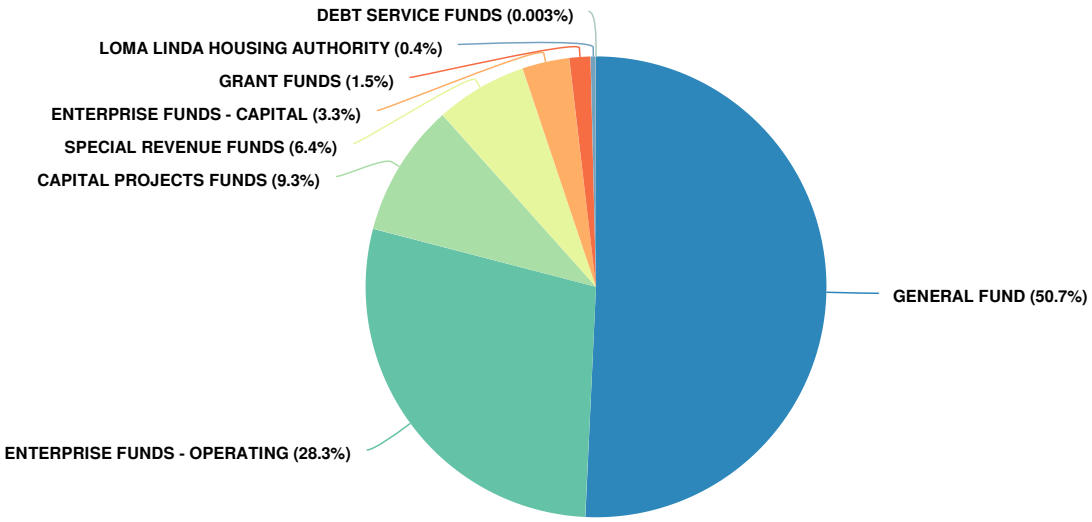
Summary

The Citywide budget summary presents data for all funds, including operating, capital, and the Housing Authority budget. The City of Loma Linda is projecting $52.6M of revenue in Fiscal Year (FY) 2024-2025, which is a 10.2% increase over the prior year. Budgeted expenditures are projected to decrease by 12.9% or $7.7M to $51.9M in FY 2025.



Revenue by Fund - All Funds

Projected Revenue by Fund 2024-2025



Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
GENERAL FUND						
GENERAL FUND (001)						
PROPERTY						
CURRENT SECURE PROP TAX	0010000-49101	$1,276,031	$1,324,625	$1,407,700	$1,478,100	5%
CURRENT UNSECURED PROP TAX	0010000-49102	$43,515	$44,770	$52,000	$54,600	5%
STATUTORY PASS THRU TAX INC	0010000-49103	$179,646	$205,790	$244,500	$269,000	10%
PRIOR YEAR TAX ASSESSMENT	0010000-49105	$39,301	$40,284	$51,500	$54,100	5%
SUPPLEMENTAL PROPERTY TAXES	0010000-49106	$33,377	$19,533	$33,700	$33,700	0%
MISCELLANEOUS TAXES	0010000-49107	$13,642	$13,920	$14,300	$15,100	5.6%
NEGOTIATED PASS-THRU	0010000-49108	$189,284	$208,774	$219,600	$230,600	5%
RESIDUAL BALANCE	0010000-49109	$710,599	$858,626	$904,500	$936,200	3.5%
Total PROPERTY:		$2,485,396	$2,716,322	$2,927,800	$3,071,400	4.9%
FRANCHISES						
FRANCHISES	0010000-49151	$996,752	$1,122,600	$1,205,300	$1,265,600	5%
PAVEMENT IMPACT FEE(FRANCHISE)	0010000-49152	$175,189	$190,406	$207,700	$214,100	3.1%
REFUSE FRANCHISE FEE	0010000-49486	$174,935	$222,736	$244,400	$252,000	3.1%
Total FRANCHISES:		$1,346,875	$1,535,743	$1,657,400	$1,731,700	4.5%
SALES AND USE TAX						
SALES TAX	0010000-49161	$11,089,536	$9,297,399	$9,955,400	$10,132,600	1.8%
SALES TAX - PROP 172	0010000-49162	$109,129	$117,393	$114,200	$116,100	1.7%
SALES TAX ABATEMENT	0010000-49168	-$3,903,243	-$4,182,059	-$4,038,200	-$4,090,900	1.3%
Total SALES AND USE TAX:		$7,295,422	$5,232,734	$6,031,400	$6,157,800	2.1%
OTHER TAXES						
TRANSIENT OCCUPANCY TAX	0010000-49163	$750,221	$778,026	$875,700	$911,200	4.1%
PROPERTY TRANSFER TAX	0010000-49164	$125,626	$72,412	$70,000	$71,400	2%
TOT ABATEMENT	0010000-49169	-$141,355	-$146,899	-$197,000	-$206,600	4.9%
BUSINESS LICENSE TAX	0010000-49201	$381,338	$382,648	$380,000	$380,000	0%
NEW BUSINESS REG APPLICATION	0010000-49205	$8,758	$12,178	$15,200	$16,700	9.9%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
BUSINESS REGISTRATION RENEWALS	0010000-49206	$42,216	$43,646	$55,000	$60,500	10%
Total OTHER TAXES:		$1,166,805	$1,142,010	$1,198,900	$1,233,200	2.9%
LICENSES AND PERMITS						
ANIMAL LICENSES	0010000-49220	$19,058	$16,302	$20,000	$26,000	30%
PUBLIC WORKS-MISC PERMITS	0010000-49225	$13,612	$9,976	$13,600	$13,600	0%
BUILDING PERMITS	0010000-49226	$326,022	$235,621	$294,400	$546,000	85.5%
FIRE-PLAN CHECK INSPECTIONS	0010000-49227	$153,489	$134,258	$54,800	$11,500	-79%
FIRE PERMITS	0010000-49228	$161,597	$125,349	$77,500	$135,000	74.2%
MISCELLANEOUS PERMITS	0010000-49239	$560	$1,120	$1,000	$1,000	0%
Total LICENSES AND PERMITS:		$674,337	$522,625	$461,300	$733,100	58.9%
FINES AND FORFEITS						
ANIMAL CODE FINE	0010000-49304	$4,624	$600	$1,000	$1,000	0%
CODE VIOLATIONS/FINES ABATEMTS	0010000-49306	$3,314	$2,640	$2,000	$2,000	0%
Total FINES AND FORFEITS:		$7,938	$3,240	$3,000	$3,000	0%
USE OF MONEY& PROP						
INTEREST ON LEASES - GASB 87	0010000-49310	$93,717	$139,740	$137,500	$134,100	-2.5%
INTEREST ON INVESTMENTS	0010000-49311	$55,549	$419,072	$608,700	$608,700	0%
INTEREST FROM LOANS	0010000-49314	$14,082	$769	$0	$0	0%
LEASE INCOME	0010000-49315	$47,293	$57,586	$46,800	$45,600	-2.6%
LEASE INCOME - GASB 87	0010000-49318	$247,487	$270,442	$270,400	$270,400	0%
UNREALIZED (GAIN)/LOSS ON INV	0010000-49320	-$199,574	-$89,201	$0	$0	0%
FACILITIES RENTAL	0010000-49903	$58,455	$37,650	$25,000	$25,000	0%
Total USE OF MONEY& PROP:		$317,009	$836,059	$1,088,400	$1,083,800	-0.4%
INTERGOVERNMENTAL						
FED GRANT - MISC	0010000-49334	$27,554	$78,748	$11,000	$14,000	27.3%
VLF - PROPERTY TAX IN LIEU	0010000-49349	$2,716,541	$2,917,174	$3,063,000	$3,298,000	7.7%
VEHICLE LICENSE FEE- IN EXCESS	0010000-49352	$28,760	$25,983	$30,000	$34,300	14.3%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
HOMEOWNERS EXEMPTION	0010000-49358	$11,785	$9,104	$12,500	$12,500	0%
STATE GRANTS	0010000-49360	$6,502	$11,949	$6,900	$6,900	0%
MISCELLANEOUS GRANTS	0010000-49365	$12,643	$0	$0	$0	0%
Total INTERGOVERNMENTAL:		$2,803,784	$3,042,958	$3,123,400	$3,365,700	7.8%
CHARGES FOR SERVICES						
GENERAL PLAN UPDATE	0010000-49321	$27,506	$14,626	$20,000	$16,000	-20%
VA HOSPITAL - FIRE SERVICES	0010000-49390	$240,821	$304,618	$327,100	$327,500	0.1%
CSA 38 FIRE SYSTEM	0010000-49392	$13,000	$13,000	$13,000	$13,000	0%
LLUMC LAW ENFORCEMENT SVCS	0010000-49393	$2,024,021	$1,690,263	$1,783,000	$1,872,200	5%
LLUMC FIRE SERVICES	0010000-49394	$569,700	$657,675	$615,600	$615,600	0%
PLANNING FEES	0010000-49400	$86,415	$143,475	$132,500	$227,300	71.5%
PLANS AND SPECS FOR PROJECTS	0010000-49415	$1,490	$1,820	$2,500	$2,500	0%
ENGINEERING INSPECTION	0010000-49445	$13,465	$117,774	$28,500	$34,000	19.3%
ENGINERING PLAN CHECK	0010000-49446	$223,030	$43,591	$4,400	$4,800	9.1%
TOWING FEES	0010000-49450	$8,640	$9,585	$17,600	$13,000	-26.1%
WEED ABATEMENT	0010000-49465	$7,652	$12,064	$5,000	$7,000	40%
HOUSEHOLD HAZARDOUS WASTE	0010000-49482	$34,178	$34,999	$35,600	$36,700	3.1%
RECYCLING SERVICE CHARGE	0010000-49483	$62,753	$59,334	$62,800	$62,800	0%
REFUSE COLLECTION SERVICE	0010000-49484	$909,750	$1,080,654	$1,174,500	$1,210,900	3.1%
REFUSE - PASS THRU	0010000-49485	$280,362	$420,588	$454,900	$469,000	3.1%
EMS - MEMBERSHIP FEE	0010000-49490	$34,644	$36,124	$36,800	$38,300	4.1%
EMS RESPONSE FEE	0010000-49492	$56,614	$55,770	$60,000	$60,000	0%
MISCELLANEOUS SERVICES	0010000-49770	$6,034	$6,776	$7,000	$7,000	0%
CREDIT CARD PROCESSING FEE	0010000-49801	$12,832	$10,665	$12,000	$12,000	0%
Total CHARGES FOR SERVICES:		$4,612,908	$4,713,400	$4,792,800	$5,029,600	4.9%
OTHER						

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
SALE OF HISTORY BOOKS	0010000-49413	$0	$20	$100	$100	0%
REFUNDS & REIMBURSEMENTS	0010000-49803	$988,292	$1,268,927	$500,000	$500,000	0%
MISCELLANEOUS REVENUE	0010000-49804	$87,547	$118,873	$120,000	$120,000	0%
CASH OVER OR SHORT	0010000-49810	$72	-$10	$100	$100	0%
SALE OF CITRUS FROM GROVES	0010000-49820	$0	$0	$0	$1,100	N/A
SALE OF ASSETS	0010000-49822	$125,025	$2,270	$10,000	$10,000	0%
DAMAGE CLAIM RECOVERIES	0010000-49824	$41,463	$13,545	$35,000	$10,000	-71.4%
OVERHEAD - M & O	0010000-49901	$1,743,009	$1,855,136	$2,302,300	$2,561,300	11.2%
OVERHEAD - CAPITAL FUNDS	0010000-49902	$758,157	$521,431	$1,694,400	$200,300	-88.2%
Total OTHER:		$3,743,564	$3,780,191	$4,661,900	$3,402,900	-27%
OPERATING TRANSF IN						
TRANSFERS IN	0010000-49520	$3,851,792	$3,763,365	$882,600	$902,300	2.2%
Total OPERATING TRANSF IN:		$3,851,792	$3,763,365	$882,600	$902,300	2.2%
GAIN ON DISP - ASSTS						
GAIN ON ASSET DISPOSAL	0010000-49827	$0	$7,180	$0	$0	0%
Total GAIN ON DISP - ASSTS:		$0	$7,180	$0	$0	0%
PROCEEDS FROM LTD						
LEASE PROCEEDS - GASB 87	0010000-49855	$93,518	$17,793	$0	$0	0%
SBITA PROCEEDS - GASB 96	0010000-49856	$0	$23,868	$0	$0	0%
Total PROCEEDS FROM LTD:		$93,518	$41,661	$0	$0	0%
Total GENERAL FUND (001):		$28,399,348	$27,337,486	$26,828,900	$26,714,500	-0.4%
Total GENERAL FUND:		$28,399,348	$27,337,486	$26,828,900	$26,714,500	-0.4%
ENTERPRISE FUNDS - OPERATING						
SEWER ENTERPRISE FUND (405)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	4050000-49311	$6,464	$66,724	$102,200	$102,200	0%
UNREALIZED (GAIN)/LOSS ON INV	4050000-49320	-$25,839	-$18,459	$0	$0	0%
Total USE OF MONEY& PROP:		-$19,374	$48,264	$102,200	$102,200	0%
CHARGES FOR SERVICES						

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
LOMA LINDA SEWER SVC CHARGE	4050000-49472	$2,071,716	$2,185,298	$2,200,000	$2,200,000	0%
SAN BERNARDINO SEWER SVC CHARG	4050000-49473	$2,366,278	$2,761,224	$2,984,900	$3,223,600	8%
INVOICED SERVICES LL	4050000-49474	$532,538	$421,643	$430,000	$430,000	0%
INVOICED SEVICES SB	4050000-49475	$509,060	$477,401	$516,100	$516,100	0%
Total CHARGES FOR SERVICES:		$5,479,591	$5,845,566	$6,131,000	$6,369,700	3.9%
OTHER						
REFUNDS & REIMBURSEMENTS	4050000-49803	$110	$925	$2,000	$2,000	0%
MISCELLANEOUS REVENUE	4050000-49804	$766	$32,507	$60,000	$60,000	0%
Total OTHER:		$876	$33,432	$62,000	$62,000	0%
OPERATING TRANSF IN						
TRANSFERS IN	4050000-49520	$84,923	$6,300	$0	$0	0%
Total OPERATING TRANSF IN:		$84,923	$6,300	$0	$0	0%
DEVELOPER CONT						
CAPITAL CONTRIBUTIONS	4050000-49900	$0	$930,520	$0	$0	0%
Total DEVELOPER CONT:		$0	$930,520	$0	$0	0%
Total SEWER ENTERPRISE FUND (405):		$5,546,016	$6,864,082	$6,295,200	$6,533,900	3.8%
LL CONNECTED COMMUNITIES PROG (440)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	4400000-49311	$728	$4,526	$7,700	$7,700	0%
UNREALIZED (GAIN)/LOSS ON INV	4400000-49320	-$2,585	-$275	$0	$0	0%
Total USE OF MONEY& PROP:		-$1,857	$4,251	$7,700	$7,700	0%
CHARGES FOR SERVICES						
NETWORK INFRA. CERTIFICATION	4400000-49455	$5,500	$1,043	$5,500	$1,800	-67.3%
INTERNET ACCESS	4400000-49530	$86,021	$83,056	$83,100	$83,100	0%
COMMERCIAL SERVICES	4400000-49531	$234,363	$224,144	$223,600	$223,600	0%
TECHNICAL SERVICES	4400000-49532	$0	$13,970	$22,900	$22,900	0%
MISCELLANEOUS SERVICES	4400000-49770	$312	$186	$400	$400	0%
Total CHARGES FOR SERVICES:		$326,196	$322,399	$335,500	$331,800	-1.1%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
OTHER						
REFUNDS & REIMBURSEMENTS	4400000-49803	$0	$116	$100	$100	0%
MISCELLANEOUS REVENUE	4400000-49804	$0	$518	$1,600	$1,600	0%
Total OTHER:		$0	$634	$1,700	$1,700	0%
Total LL CONNECTED COMMUNITIES PROG (440):		$324,339	$327,283	$344,900	$341,200	-1.1%
WATER ENTERPRISE FUND (465)						
USE OF MONEY& PROP						
INTEREST ON LEASES - GASB 87	4650000-49310	$4,431	$49,885	$55,000	$53,100	-3.5%
INTEREST ON INVESTMENTS	4650000-49311	$10,147	$80,307	$161,800	$161,800	0%
INTERES FROM FISCAL AGENT	4650000-49312	$2,575	$1,748	$12,000	$12,000	0%
LEASE INCOME - GASB 87	4650000-49318	$68,798	$111,061	$89,500	$89,500	0%
UNREALIZED (GAIN)/LOSS ON INV	4650000-49320	-$34,389	-$17,379	$0	$0	0%
Total USE OF MONEY& PROP:		$51,561	$225,622	$318,300	$316,400	-0.6%
CHARGES FOR SERVICES						
WATER SALES	4650000-49700	$6,858,897	$6,701,589	$6,870,000	$7,117,300	3.6%
UTILITY SERVICE (INVOICED)	4650000-49710	$13,772	$2,166	$20,000	$20,000	0%
INSTALLATION - CONNECTION FEES	4650000-49741	$8,565	$2,093	$10,000	$10,000	0%
UTILITY ACCOUNT SETUP FEE	4650000-49742	$27,080	$22,535	$29,300	$29,300	0%
MISCELLANEOUS SERVICES	4650000-49770	$80,006	$29,086	$35,000	$5,000	-85.7%
Total CHARGES FOR SERVICES:		$6,988,320	$6,757,468	$6,964,300	$7,181,600	3.1%
OTHER						
HYDRANT METER RENTAL	4650000-49775	$12,825	$7,010	$10,000	$10,000	0%
REFUNDS & REIMBURSEMENTS	4650000-49803	$444,749	$379,956	$440,000	$440,000	0%
MISCELLANEOUS REVENUE	4650000-49804	$2,599	$61,473	$80,000	$80,000	0%
DAMAGE CLAIM RECOVERIES	4650000-49824	$0	$1,937	$3,000	$3,000	0%
Total OTHER:		$460,173	$450,376	$533,000	$533,000	0%
OPERATING TRANSF IN						
TRANSFERS IN	4650000-49520	$1,298,108	$805,699	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total OPERATING TRANSF IN:		$1,298,108	$805,699	$0	$0	0%
GAIN ON DISP - ASSTS						
GAIN ON ASSET DISPOSAL	4650000-49827	$0	$2,500	$0	$0	0%
Total GAIN ON DISP - ASSTS:		$0	$2,500	$0	$0	0%
DEVELOPER CONT						
CAPITAL CONTRIBUTIONS	4650000-49900	$0	$1,844,315	$0	$0	0%
Total DEVELOPER CONT:		$0	$1,844,315	$0	$0	0%
Total WATER ENTERPRISE FUND (465):		$8,798,163	$10,085,979	$7,815,600	$8,031,000	2.8%
Total ENTERPRISE FUNDS - OPERATING:		$14,668,517	$17,277,344	$14,455,700	$14,906,100	3.1%
ENTERPRISE FUNDS - CAPITAL						
SEWER CAPITAL FUND (417)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	4170000-49311	$1,509	$9,870	$15,500	$15,500	0%
UNREALIZED (GAIN)/LOSS ON INV	4170000-49320	-$5,076	-$1,660	$0	$0	0%
Total USE OF MONEY& PROP:		-$3,567	$8,210	$15,500	$15,500	0%
DEVELOPER CONT						
DEVELOPER FEES	4170000-49409	$52,283	$50,338	$19,100	$247,900	1,197.9%
Total DEVELOPER CONT:		$52,283	$50,338	$19,100	$247,900	1,197.9%
Total SEWER CAPITAL FUND (417):		$48,716	$58,548	$34,600	$263,400	661.3%
WATER ACQUISITION - EXPANSION (438)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	4380000-49311	$14,774	$90,639	$81,900	$81,900	0%
INTEREST FROM OTHER AGENCIES	4380000-49313	$6,638	$29,436	$30,000	$30,000	0%
UNREALIZED (GAIN)/LOSS ON INV	4380000-49320	-$44,271	-$16,995	$0	$0	0%
Total USE OF MONEY& PROP:		-$22,859	$103,080	$111,900	$111,900	0%
CHARGES FOR SERVICES						
WATER DEVELOPMENT FEES	4380000-49782	$283,721	$273,729	$83,300	$1,374,200	1,549.7%
Total CHARGES FOR SERVICES:		$283,721	$273,729	$83,300	$1,374,200	1,549.7%
Total WATER ACQUISITION - EXPANSION (438):		$260,862	$376,809	$195,200	$1,486,100	661.3%
Total ENTERPRISE FUNDS - CAPITAL:		$309,577	$435,357	$229,800	$1,749,500	661.3%
SPECIAL REVENUE FUNDS						

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
DEV AGREEMENT CONSIDERATION (103)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1030000-49311	$718	$4,427	$6,900	$6,900	0%
INTEREST FROM LOANS	1030000-49314	$891	$914	$1,000	$1,000	0%
UNREALIZED (GAIN)/LOSS ON INV	1030000-49320	-$2,479	-$517	$0	$0	0%
Total USE OF MONEY& PROP:		-$869	$4,824	$7,900	$7,900	0%
Total DEV AGREEMENT CONSIDERATION (103):		-$869	$4,824	$7,900	$7,900	0%
TRAFFIC SAFETY FUND (106)						
FINES AND FORFEITS						
CITY PARKING FINES	1060000-49302	$49,933	$42,455	$37,200	$37,200	0%
VEHICLE CODE FINES	1060000-49303	$19,919	$16,881	$18,000	$18,000	0%
Total FINES AND FORFEITS:		$69,852	$59,336	$55,200	$55,200	0%
Total TRAFFIC SAFETY FUND (106):		$69,852	$59,336	$55,200	$55,200	0%
GAS TAX FUND (107)						
INTERGOVERNMENTAL						
STATE GAS TAX 2103	1070000-49353	$196,986	$206,597	$222,100	$225,700	1.6%
STATE GAS TAX 2107 - 2107.5	1070000-49354	$170,394	$202,653	$215,800	$219,300	1.6%
STATE GAS TAX 2106	1070000-49355	$91,853	$95,038	$97,700	$99,300	1.6%
STATE GAS TAX 2105	1070000-49356	$138,306	$144,297	$153,600	$156,000	1.6%
STATE GAS TAX - RMRA	1070000-49357	$542,164	$565,727	$604,000	$645,600	6.9%
Total INTERGOVERNMENTAL:		$1,139,702	$1,214,311	$1,293,200	$1,345,900	4.1%
Total GAS TAX FUND (107):		$1,139,702	$1,214,311	$1,293,200	$1,345,900	4.1%
CASP CERT & TRAINING (108)						
CHARGES FOR SERVICES						
STATE MANDATED COST REIMBURSEM	1080000-49301	$6,526	$6,907	$7,100	$7,100	0%
Total CHARGES FOR SERVICES:		$6,526	$6,907	$7,100	$7,100	0%
Total CASP CERT & TRAINING (108):		$6,526	$6,907	$7,100	$7,100	0%
MEASURE I (2010-2040) (126)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1260000-49311	$1,461	$7,503	$4,300	$4,300	0%
UNREALIZED (GAIN)/LOSS ON INV	1260000-49320	-$6,381	$2,946	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total USE OF MONEY& PROP:		-$4,919	$10,449	$4,300	$4,300	0%
TAXES AND ASSESSMNTS						
T.I.P. SALES TAX MEASURE	1260000-49165	$598,123	$673,596	$669,200	$658,600	-1.6%
Total TAXES AND ASSESSMNTS:		$598,123	$673,596	$669,200	$658,600	-1.6%
Total MEASURE I (2010-2040) (126):		$593,204	$684,046	$673,500	$662,900	-1.6%
MEASURE I MSART (127)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1270000-49311	$344	$3,587	$5,500	$5,500	0%
Total USE OF MONEY& PROP:		$344	$3,587	$5,500	$5,500	0%
TAXES AND ASSESSMNTS						
MSART FUNDING	1270000-49166	$1,234,599	$1,200,925	$207,000	$207,000	0%
Total TAXES AND ASSESSMNTS:		$1,234,599	$1,200,925	$207,000	$207,000	0%
Total MEASURE I MSART (127):		$1,234,944	$1,204,512	$212,500	$212,500	0%
LANDSCAPE MAINTENANCE DIST 1 (171)						
PROPERTY						
CURRENT UNSECURED PROP TAX	1710000-49102	$365	$0	$400	$400	0%
Total PROPERTY:		$365	$0	$400	$400	0%
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1710000-49311	$387	$1,955	$2,400	$2,400	0%
UNREALIZED (GAIN)/LOSS ON INV	1710000-49320	-$997	-$548	$0	$0	0%
Total USE OF MONEY& PROP:		-$610	$1,406	$2,400	$2,400	0%
TAXES AND ASSESSMNTS						
CURRENT ASSESSMENT	1710000-49111	$416,637	$434,653	$453,000	$453,000	0%
PRIOR YEAR ASSESSMENT	1710000-49112	$3,417	$3,975	$4,100	$4,100	0%
Total TAXES AND ASSESSMNTS:		$420,054	$438,628	$457,100	$457,100	0%
OTHER						
REFUNDS & REIMBURSEMENTS	1710000-49803	$9	$43	$100	$100	0%
Total OTHER:		$9	$43	$100	$100	0%
OPERATING TRANSF IN						
TRANSFERS IN	1710000-49520	$120,000	$120,000	$120,000	$258,700	115.6%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total OPERATING TRANSF IN:		$120,000	$120,000	$120,000	$258,700	115.6%
PROCEEDS FROM LTD						
LEASE PROCEEDS - GASB 87	1710000-49855	$1,127	$0	$0	$0	0%
SBITA PROCEEDS - GASB 96	1710000-49856	$0	$127	$0	$0	0%
Total PROCEEDS FROM LTD:		$1,127	$127	$0	$0	0%
Total LANDSCAPE MAINTENANCE DIST 1 (171):		$540,945	$560,204	$580,000	$718,700	23.9%
STREET LIGHTING DISTRICT FUND (172)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1720000-49311	$510	$2,579	$2,200	$2,200	0%
UNREALIZED (GAIN)/LOSS ON INV	1720000-49320	-$1,985	$27	$0	$0	0%
Total USE OF MONEY& PROP:		-$1,475	$2,607	$2,200	$2,200	0%
TAXES AND ASSESSMNTS						
CURRENT ASSESSMENT	1720000-49111	$355,265	$357,340	$365,200	$365,200	0%
PRIOR YEAR ASSESSMENT	1720000-49112	$5,889	$7,084	$6,200	$6,200	0%
Total TAXES AND ASSESSMNTS:		$361,154	$364,425	$371,400	$371,400	0%
OTHER						
REFUNDS & REIMBURSEMENTS	1720000-49803	$9	$51	$100	$100	0%
Total OTHER:		$9	$51	$100	$100	0%
PROCEEDS FROM LTD						
LEASE PROCEEDS - GASB 87	1720000-49855	$1,234	$0	$0	$0	0%
SBITA PROCEEDS - GASB 96	1720000-49856	$0	$139	$0	$0	0%
Total PROCEEDS FROM LTD:		$1,234	$139	$0	$0	0%
Total STREET LIGHTING DISTRICT FUND (172):		$360,923	$367,221	$373,700	$373,700	0%
Total SPECIAL REVENUE FUNDS:		$3,945,226	$4,101,362	$3,203,100	$3,383,900	5.6%
GRANT FUNDS						
AQMD FUND (110)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1100000-49311	$56	$282	$200	$200	0%
UNREALIZED (GAIN)/LOSS ON INV	1100000-49320	-$194	$8	$0	$0	0%
Total USE OF MONEY& PROP:		-$138	$289	$200	$200	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
INTERGOVERNMENTAL						
AB2766 LICENSE FEE	1100000-49350	$23,685	$41,650	$32,500	$32,500	0%
Total INTERGOVERNMENTAL:		$23,685	$41,650	$32,500	$32,500	0%
Total AQMD FUND (110):		$23,547	$41,939	$32,700	$32,700	0%
AMERICAN RESCUE PLAN ACT-2021 (121)						
INTERGOVERNMENTAL						
FED GRANT - MISC	1210000-49334	$2,928,307	$2,928,307	$0	$0	0%
Total INTERGOVERNMENTAL:		$2,928,307	$2,928,307	$0	$0	0%
Total AMERICAN RESCUE PLAN ACT-2021 (121):		$2,928,307	$2,928,307	$0	$0	0%
TRAFFIC CONGESTION RELIEF FUND (129)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1290000-49311	$6	$39	$100	$100	0%
UNREALIZED (GAIN)/LOSS ON INV	1290000-49320	-$22	-$4	$0	$0	0%
Total USE OF MONEY& PROP:		-$16	$35	$100	$100	0%
Total TRAFFIC CONGESTION RELIEF FUND (129):		-$16	$35	$100	$100	0%
CDBG GRANT FUND (132)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1320000-49311	$8	$142	$200	$200	0%
Total USE OF MONEY& PROP:		$8	$142	$200	$200	0%
INTERGOVERNMENTAL						
FED GRANT - CDBG	1320000-49332	$148,396	$57,323	$298,900	$131,000	-56.2%
Total INTERGOVERNMENTAL:		$148,396	$57,323	$298,900	$131,000	-56.2%
Total CDBG GRANT FUND (132):		$148,404	$57,466	$299,100	$131,200	-56.1%
CITIZENS OPTION PUBLIC SAFETY (135)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1350000-49311	$1,805	$11,716	$19,100	$6,000	-68.6%
UNREALIZED (GAIN)/LOSS ON INV	1350000-49320	-$5,244	-$2,749	$0	$0	0%
Total USE OF MONEY& PROP:		-$3,439	$8,967	$19,100	$6,000	-68.6%
INTERGOVERNMENTAL						
STATE GRANTS - COPS AB3229	1350000-49361	$104,848	$142,094	$252,900	$186,200	-26.4%
Total INTERGOVERNMENTAL:		$104,848	$142,094	$252,900	$186,200	-26.4%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total CITIZENS OPTION PUBLIC SAFETY (135):		$101,408	$151,060	$272,000	$192,200	-29.3%
GRANT FUND (137)						
INTERGOVERNMENTAL						
FED GRANT - EMER MGMT PERFORM	1370000-49330	$0	$0	$0	$14,800	N/A
STATE GRANTS	1370000-49360	$36,940	$128,475	$65,400	$53,900	-17.6%
STATE GRANT ARTICLE 3 TDA	1370000-49362	$0	$29,151	$50,122	$50,100	0%
Total INTERGOVERNMENTAL:		$36,940	$157,626	$115,522	$118,800	2.8%
OTHER						
MISCELLANEOUS REVENUE	1370000-49804	$0	$0	$0	$300,000	N/A
Total OTHER:		$0	$0	$0	$300,000	N/A
Total GRANT FUND (137):		$36,940	$157,626	$115,522	$418,800	262.5%
FEDERAL/STATE CONSTRUCTION (328)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3280000-49311	$27	$1,422	$2,000	$2,000	0%
UNREALIZED (GAIN)/LOSS ON INV	3280000-49320	$0	-$852	$0	$0	0%
Total USE OF MONEY& PROP:		$27	$570	$2,000	$2,000	0%
INTERGOVERNMENTAL						
STATE GRANTS	3280000-49360	$0	$192,620	$0	$0	0%
Total INTERGOVERNMENTAL:		$0	$192,620	$0	$0	0%
Total FEDERAL/STATE CONSTRUCTION (328):		$27	$193,190	$2,000	$2,000	0%
Total GRANT FUNDS:		$3,238,619	$3,529,624	$721,422	$777,000	7.7%
CAPITAL PROJECTS FUNDS						
PUBLIC IMPROVEMENTS (113)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1130000-49311	$237	$1,454	$2,300	$2,300	0%
UNREALIZED (GAIN)/LOSS ON INV	1130000-49320	-$818	-$164	$0	$0	0%
Total USE OF MONEY& PROP:		-$580	$1,290	$2,300	$2,300	0%
Total PUBLIC IMPROVEMENTS (113):		-$580	$1,290	$2,300	$2,300	0%
REGIONAL TRAFFIC DEV. IMPACT (124)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1240000-49311	$42,258	$261,802	$406,800	$406,800	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
UNREALIZED (GAIN)/LOSS ON INV	1240000-49320	-$146,168	-$30,927	$0	$0	0%
Total USE OF MONEY& PROP:		-$103,910	$230,875	$406,800	$406,800	0%
DEVELOPER CONT						
DEVELOPER FEES	1240000-49409	$300,571	$109,428	$69,100	$690,100	898.7%
Total DEVELOPER CONT:		$300,571	$109,428	$69,100	$690,100	898.7%
Total REGIONAL TRAFFIC DEV. IMPACT (124):		$196,661	$340,303	$475,900	$1,096,900	130.5%
PARK CAPITAL FUND (304)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3040000-49311	$3,475	$15,676	$4,600	$4,600	0%
UNREALIZED (GAIN)/LOSS ON INV	3040000-49320	-$11,396	$4,461	$0	$0	0%
Total USE OF MONEY& PROP:		-$7,921	$20,137	$4,600	$4,600	0%
DEVELOPER CONT						
DEVELOPER FEES	3040000-49409	$368,092	$18,530	$111,400	$1,193,000	970.9%
OPEN SPACE ACQ-DEVELOPER FEES	3040000-49411	$37,248	$60,697	$11,500	$230,300	1,902.6%
Total DEVELOPER CONT:		$405,340	$79,227	$122,900	$1,423,300	1,058.1%
Total PARK CAPITAL FUND (304):		$397,420	$99,364	$127,500	$1,427,900	1,019.9%
STORM DRAIN FUND (309)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3090000-49311	$4,154	$25,800	$39,800	$39,800	0%
UNREALIZED (GAIN)/LOSS ON INV	3090000-49320	-$14,387	-$3,076	$0	$0	0%
Total USE OF MONEY& PROP:		-$10,234	$22,725	$39,800	$39,800	0%
CHARGES FOR SERVICES						
STORM DRAIN FEES	3090000-49481	$29,493	$12,896	$13,800	$150,000	987%
Total CHARGES FOR SERVICES:		$29,493	$12,896	$13,800	$150,000	987%
Total STORM DRAIN FUND (309):		$19,259	$35,621	$53,600	$189,800	254.1%
TRAFFIC IMPACT CAPITAL FUND (312)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3120000-49311	$11,253	$33,950	$44,800	$44,800	0%
UNREALIZED (GAIN)/LOSS ON INV	3120000-49320	-$32,956	$11,673	$0	$0	0%
Total USE OF MONEY& PROP:		-$21,704	$45,623	$44,800	$44,800	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
DEVELOPER CONT						
DEVELOPER FEES	3120000-49409	$124,607	$44,439	$40,700	$204,600	402.7%
FAIR SHARE CONTRIBUTION	3120000-49412	$22,856	$2,720	$58,100	$0	-100%
Total DEVELOPER CONT:		$147,463	$47,159	$98,800	$204,600	107.1%
Total TRAFFIC IMPACT CAPITAL FUND (312):		$125,760	$92,782	$143,600	$249,400	73.7%
FIRE FACILITIES FUND (315)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3150000-49311	$5,841	$36,109	$56,100	$56,100	0%
UNREALIZED (GAIN)/LOSS ON INV	3150000-49320	-$20,217	-$4,194	$0	$0	0%
Total USE OF MONEY& PROP:		-$14,376	$31,915	$56,100	$56,100	0%
DEVELOPER CONT						
DEVELOPER FEES	3150000-49409	$33,191	$9,553	$13,900	$248,500	1,687.8%
Total DEVELOPER CONT:		$33,191	$9,553	$13,900	$248,500	1,687.8%
Total FIRE FACILITIES FUND (315):		$18,815	$41,468	$70,000	$304,600	335.1%
GENERAL FACILITIES FUND (316)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3160000-49311	$1,396	$6,567	$3,000	$3,000	0%
UNREALIZED (GAIN)/LOSS ON INV	3160000-49320	-$4,671	$1,337	$0	$0	0%
Total USE OF MONEY& PROP:		-$3,276	$7,905	$3,000	$3,000	0%
DEVELOPER CONT						
DEVELOPER FEES	3160000-49409	$23,322	$5,605	$3,000	$30,300	910%
Total DEVELOPER CONT:		$23,322	$5,605	$3,000	$30,300	910%
Total GENERAL FACILITIES FUND (316):		$20,046	$13,510	$6,000	$33,300	455%
PUBLIC MEETING FACILITIES (318)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3180000-49311	$2,526	$15,908	$24,800	$24,800	0%
UNREALIZED (GAIN)/LOSS ON INV	3180000-49320	-$8,913	-$1,850	$0	$0	0%
Total USE OF MONEY& PROP:		-$6,387	$14,058	$24,800	$24,800	0%
DEVELOPER CONT						
DEVELOPER FEES	3180000-49409	$54,311	$4,281	$25,800	$275,600	968.2%
Total DEVELOPER CONT:		$54,311	$4,281	$25,800	$275,600	968.2%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total PUBLIC MEETING FACILITIES (318):		$47,924	$18,340	$50,600	$300,400	493.7%
PUBLIC LIBRARY FACILITIES (319)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3190000-49311	$114	$700	$1,100	$1,100	0%
UNREALIZED (GAIN)/LOSS ON INV	3190000-49320	-$394	-$79	$0	$0	0%
Total USE OF MONEY& PROP:		-$279	$621	$1,100	$1,100	0%
Total PUBLIC LIBRARY FACILITIES (319):		-$279	$621	$1,100	$1,100	0%
ART IN PUBLIC PLACES (323)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3230000-49311	$1,056	$4,928	$5,800	$5,800	0%
UNREALIZED (GAIN)/LOSS ON INV	3230000-49320	-$3,213	$256	$0	$0	0%
Total USE OF MONEY& PROP:		-$2,157	$5,184	$5,800	$5,800	0%
DEVELOPER CONT						
DEVELOPER FEES	3230000-49409	$31,417	$18,689	$7,700	$107,900	1,301.3%
Total DEVELOPER CONT:		$31,417	$18,689	$7,700	$107,900	1,301.3%
Total ART IN PUBLIC PLACES (323):		$29,260	$23,873	$13,500	$113,700	742.2%
SPECIAL PROJECTS CONSTN FUND (343)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	3430000-49311	$11,321	$82,476	$109,700	$109,700	0%
UNREALIZED (GAIN)/LOSS ON INV	3430000-49320	-$31,140	-$30,600	$0	$0	0%
Total USE OF MONEY& PROP:		-$19,819	$51,877	$109,700	$109,700	0%
OPERATING TRANSF IN						
TRANSFERS IN	3430000-49520	$33,431	$14,001	$0	$0	0%
Total OPERATING TRANSF IN:		$33,431	$14,001	$0	$0	0%
PROCEEDS FROM LTD						
LOAN REPAYMENT	3430000-49854	$1,065,446	$1,065,446	$1,065,400	$1,065,400	0%
Total PROCEEDS FROM LTD:		$1,065,446	$1,065,446	$1,065,400	$1,065,400	0%
Total SPECIAL PROJECTS CONSTN FUND (343):		$1,079,058	$1,131,324	$1,175,100	$1,175,100	0%
CAPITAL PROJ SA BOND PROCEEDS (345)						
USE OF MONEY& PROP						

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
INTEREST ON INVESTMENTS	3450000-49311	$4,825	$24,736	$20,000	$20,000	0%
UNREALIZED (GAIN)/LOSS ON INV	3450000-49320	-$14,159	$1,588	$0	$0	0%
Total USE OF MONEY& PROP:		-$9,334	$26,323	$20,000	$20,000	0%
INTERGOVERNMENTAL						
CONTRIB/COST SHARE-OTHER GOVT	3450000-49904	$35,463	$0	$0	$0	0%
Total INTERGOVERNMENTAL:		$35,463	$0	$0	$0	0%
Total CAPITAL PROJ SA BOND PROCEEDS (345):		$26,129	$26,323	$20,000	$20,000	0%
Total CAPITAL PROJECTS FUNDS:		$1,959,471	$1,824,818	$2,139,200	$4,914,500	129.7%
DEBT SERVICE FUNDS						
LOMA LINDA PUB FIN AUTHORITY (250)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	2500000-49311	$147	$897	$1,400	$1,400	0%
UNREALIZED (GAIN)/LOSS ON INV	2500000-49320	-$506	-$97	$0	$0	0%
Total USE OF MONEY& PROP:		-$359	$800	$1,400	$1,400	0%
Total LOMA LINDA PUB FIN AUTHORITY (250):		-$359	$800	$1,400	$1,400	0%
Total DEBT SERVICE FUNDS:		-$359	$800	$1,400	$1,400	0%
LOMA LINDA HOUSING AUTHORITY						
LOMA LINDA HOUSING AUTHORITY (180)						
USE OF MONEY& PROP						
INTEREST ON INVESTMENTS	1800000-49311	$3,628	$28,725	$49,500	$49,500	0%
INTEREST FROM LOANS	1800000-49314	$136,530	$137,685	$140,000	$140,000	0%
LEASE INCOME	1800000-49315	$20,564	$0	$0	$0	0%
UNREALIZED (GAIN)/LOSS ON INV	1800000-49320	-$13,618	-$6,527	$0	$0	0%
Total USE OF MONEY& PROP:		$147,105	$159,882	$189,500	$189,500	0%
CHARGES FOR SERVICES						
CREDIT CARD PROCESSING FEE	1800000-49801	$81	$44	$100	$100	0%
Total CHARGES FOR SERVICES:		$81	$44	$100	$100	0%
OTHER						
REFUNDS & REIMBURSEMENTS	1800000-49803	$7	$0	$0	$0	0%
MISCELLANEOUS REVENUE	1800000-49804	$1,749	$3,395	$1,700	$1,700	0%
Total OTHER:		$1,755	$3,395	$1,700	$1,700	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
PROCEEDS FROM LTD						
BOND PROCESSING FEES	1800000-49840	$1,438	$1,438	$1,400	$1,400	0%
LEASE PROCEEDS - GASB 87	1800000-49855	$910	$0	$0	$0	0%
SBITA PROCEEDS - GASB 96	1800000-49856	$0	$101	$0	$0	0%
Total PROCEEDS FROM LTD:		$2,347	$1,539	$1,400	$1,400	0%
Total LOMA LINDA HOUSING AUTHORITY (180):		$151,288	$164,860	$192,700	$192,700	0%
Total LOMA LINDA HOUSING AUTHORITY:		$151,288	$164,860	$192,700	$192,700	0%
Total:		$52,671,688	$54,671,650	$47,772,222	$52,639,600	10.2%

Expenditures by Fund - All Funds

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
GENERAL FUND					
GENERAL FUND (001)	$23,991,932	$25,020,142	$27,319,100	$27,121,500	-0.7%
Total GENERAL FUND:	$23,991,932	$25,020,142	$27,319,100	$27,121,500	-0.7%
ENTERPRISE FUNDS - OPERATING					
SEWER ENTERPRISE FUND (405)	$3,962,808	$6,019,045	$5,883,100	$6,931,400	17.8%
LL CONNECTED COMMUNITIES PROG (440)	$834,695	$1,106,913	$1,188,700	$1,188,100	-0.1%
WATER ENTERPRISE FUND (465)	$6,678,216	$10,691,432	$9,989,200	$10,575,000	5.9%
Total ENTERPRISE FUNDS - OPERATING:	$11,475,719	$17,817,389	$17,061,000	$18,694,500	9.6%
ENTERPRISE FUNDS - CAPITAL					
SEWER CAPITAL FUND (417)	$101,483	$7,529	$298,800	$358,500	20%
WATER ACQUISITION - EXPANSION (438)	$1,602,815	$997,256	$8,748,300	$0	-100%
Total ENTERPRISE FUNDS - CAPITAL:	$1,704,298	$1,004,785	$9,047,100	$358,500	-96%
SPECIAL REVENUE FUNDS					
TRAFFIC SAFETY FUND (106)	$69,529	$57,955	$55,200	$55,200	0%
GAS TAX FUND (107)	$1,105,794	$1,204,710	$1,355,000	$1,345,900	-0.7%
CASP CERT & TRAINING (108)	$533	$760	$0	$1,000	N/A
MEASURE I (2010-2040) (126)	$424,222	$962,942	$690,000	$742,800	7.7%
MEASURE I MSART (127)	$1,282,806	$1,113,556	$219,300	$501,900	128.9%
LANDSCAPE MAINTENANCE DIST 1 (171)	$560,233	$530,698	$674,100	$830,800	23.2%
STREET LIGHTING DISTRICT FUND (172)	$352,504	$397,613	$463,100	$457,900	-1.1%
Total SPECIAL REVENUE FUNDS:	$3,795,620	$4,268,234	$3,456,700	$3,935,500	13.9%
GRANT FUNDS					
AQMD FUND (110)	$38,599	$39,319	$38,600	$29,200	-24.4%
AMERICAN RESCUE PLAN ACT-2021 (121)	$2,928,307	$2,928,307	$0	$0	0%
CDBG GRANT FUND (132)	$114,534	$105,586	$293,700	$131,000	-55.4%
CITIZENS OPTION PUBLIC SAFETY (135)	$106,663	$153,809	$277,900	$233,400	-16%
GRANT FUND (137)	$129,552	$16,454	$104,022	$418,800	302.6%
FEDERAL/STATE CONSTRUCTION (328)	$192,620	$0	$0	$0	0%
Total GRANT FUNDS:	$3,510,275	$3,243,475	$714,222	$812,400	13.7%
CAPITAL PROJECTS FUNDS					
PARK CAPITAL FUND (304)	$577,276	$621,711	$575,300	$240,000	-58.3%
STORM DRAIN FUND (309)	$0	$0	$17,900	$73,400	310.1%
TRAFFIC IMPACT CAPITAL FUND (312)	$1,025,518	$849,401	$166,900	$380,200	127.8%
GENERAL FACILITIES FUND (316)	$28,094	$245,429	$261,200	$23,900	-90.8%
ART IN PUBLIC PLACES (323)	$73,777	$77,219	$59,800	$59,800	0%
SPECIAL PROJECTS CONSTN FUND (343)	$1,028,421	$47,978	$44,700	$18,600	-58.4%
CAPITAL PROJ SA BOND PROCEEDS (345)	$171,198	$299,680	$717,000	$23,900	-96.7%
Total CAPITAL PROJECTS FUNDS:	$2,904,284	$2,141,418	$1,842,800	$819,800	-55.5%

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
DEBT SERVICE FUNDS					
LOMA LINDA PUB FIN AUTHORITY (250)	$315	$315	$400	$400	0%
Total DEBT SERVICE FUNDS:	$315	$315	$400	$400	0%
LOMA LINDA HOUSING AUTHORITY					
LOMA LINDA HOUSING AUTHORITY (180)	$46,866	$56,574	$172,800	$175,000	1.3%
Total LOMA LINDA HOUSING AUTHORITY:	$46,866	$56,574	$172,800	$175,000	1.3%
Total:	$47,429,309	$53,552,332	$59,614,122	$51,917,600	-12.9%

Expenditures by Function - All Funds

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expenditures					
ADMINISTRATION	$3,315,420	$2,497,182	$3,022,200	$3,282,500	8.6%
COMMUNITY DEVELOPMENT	$695,655	$641,590	$1,023,722	$1,531,800	49.6%
FIRE	$9,293,231	$10,028,796	$10,260,700	$9,814,500	-4.3%
POLICE	$6,649,289	$6,947,359	$7,440,700	$7,596,200	2.1%
PUBLIC WORKS	$27,475,714	$33,437,404	$37,866,800	$29,692,600	-21.6%
Total Expenditures:	$47,429,309	$53,552,332	$59,614,122	$51,917,600	-12.9%

Expenditures by Expense Type - All Funds

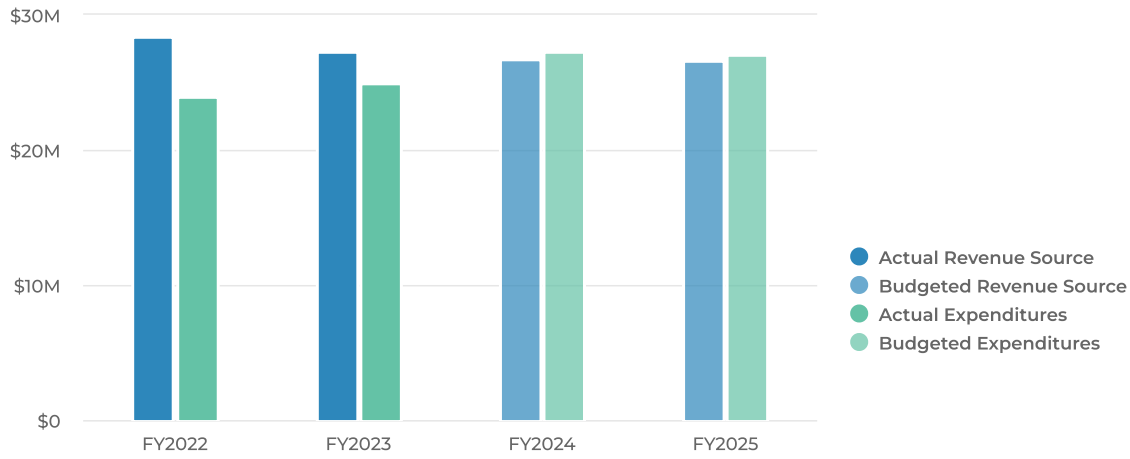
Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects					
PERSONNEL-SALARIES	$9,477,211	$9,715,644	$10,384,400	$10,671,800	2.8%
PERSONNEL-BENEFITS	$1,781,286	$6,935,230	$4,027,900	$4,606,100	14.4%
MAINT & OPERATIONS	$22,948,109	$24,987,167	$29,594,200	$28,920,300	-2.3%
OPERATING TRANSF OUT	$5,388,254	$4,709,365	$1,041,400	$1,161,000	11.5%
DEBT SERVICE	$718,595	$720,791	$988,300	$929,500	-5.9%
CAPITAL OUTLAY	$7,115,855	$6,484,135	$13,577,922	$5,628,900	-58.5%
Total Expense Objects:	$47,429,309	$53,552,332	$59,614,122	$51,917,600	-12.9%

General Fund

The General Fund is the City's primary operating fund. It accounts for all financial sources of the general government except those required to be accounted for in another fund.

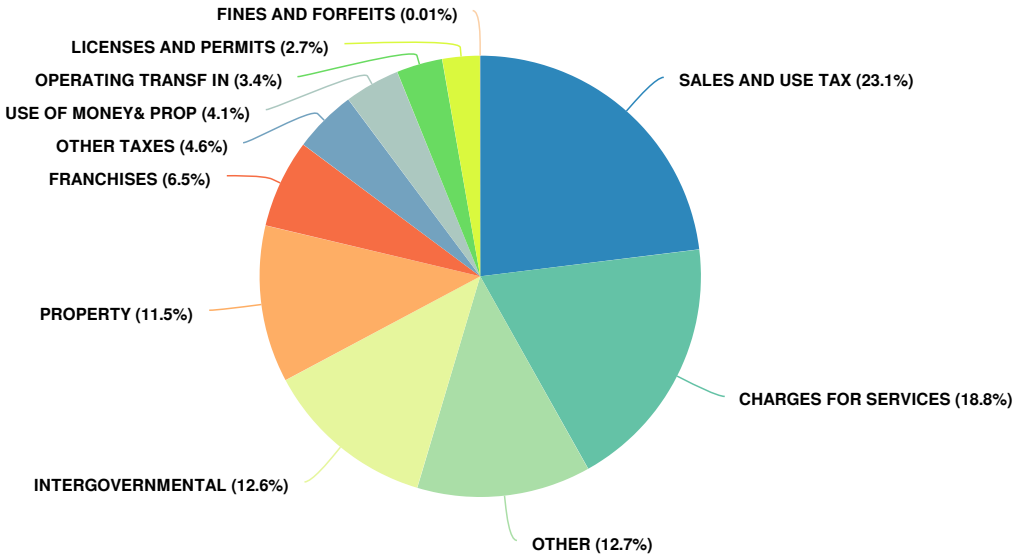
Summary

The City of Loma Linda is projecting $26.7M of revenue in FY 2024-2025, which represents a 0.4% decrease over the prior year. Budgeted expenditures are projected to decrease by 0.7% or $197.6K to $27.1M in FY 2025.



Revenues by Source - General Fund

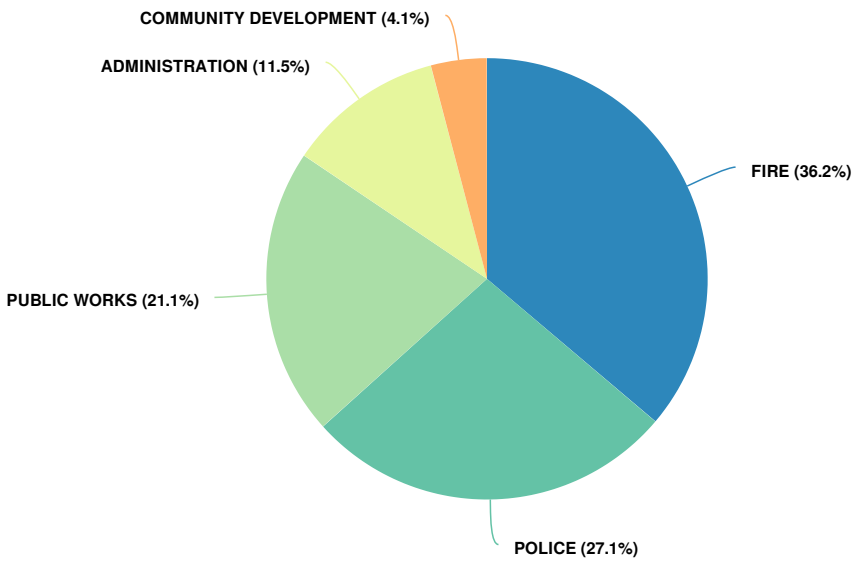
Projected Revenues by Source 2024-2025



Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
PROPERTY	$2,485,396	$2,716,322	$2,927,800	$3,071,400	4.9%
FRANCHISES	$1,346,875	$1,535,743	$1,657,400	$1,731,700	4.5%
SALES AND USE TAX	$7,295,422	$5,232,734	$6,031,400	$6,157,800	2.1%
OTHER TAXES	$1,166,805	$1,142,010	$1,198,900	$1,233,200	2.9%
LICENSES AND PERMITS	$674,337	$522,625	$461,300	$733,100	58.9%
FINES AND FORFEITS	$7,938	$3,240	$3,000	$3,000	0%
USE OF MONEY& PROP	$317,009	$836,059	$1,088,400	$1,083,800	-0.4%
INTERGOVERNMENTAL	$2,803,784	$3,042,958	$3,123,400	$3,365,700	7.8%
CHARGES FOR SERVICES	$4,612,908	$4,713,400	$4,792,800	$5,029,600	4.9%
OTHER	$3,743,564	$3,780,191	$4,661,900	$3,402,900	-27%
OPERATING TRANSF IN	$3,851,792	$3,763,365	$882,600	$902,300	2.2%
GAIN ON DISP - ASSTS	$0	$7,180	$0	$0	0%
PROCEEDS FROM LTD	$93,518	$41,661	$0	$0	0%
Total Revenue Source:	$28,399,348	$27,337,486	$26,828,900	$26,714,500	-0.4%

Expenditures by Function - General Fund

Budgeted Expenditures by Function 2024-2025



Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expenditures					
ADMINISTRATION	$3,268,240	$2,440,293	$2,849,000	$3,107,100	9.1%
COMMUNITY DEVELOPMENT	$566,103	$625,137	$919,700	$1,113,000	21%
FIRE	$9,293,231	$10,028,796	$10,260,700	$9,814,500	-4.3%
POLICE	$6,542,627	$6,793,550	$7,162,800	$7,362,800	2.8%
PUBLIC WORKS	$4,321,733	$5,132,366	$6,126,900	$5,724,100	-6.6%
Total Expenditures:	$23,991,932	$25,020,142	$27,319,100	$27,121,500	-0.7%

Expenditures by Expense Type - General Fund

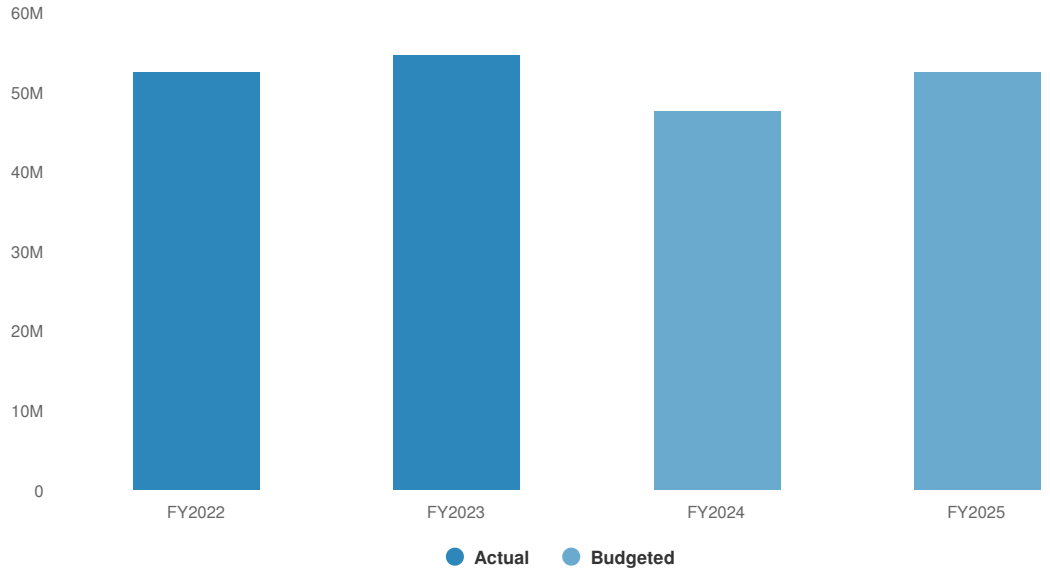
Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects					
PERSONNEL-SALARIES	$7,635,176	$7,825,038	$8,049,300	$8,224,100	2.2%
PERSONNEL-BENEFITS	$3,994,300	$3,257,760	$2,972,400	$3,392,900	14.1%
MAINT & OPERATIONS	$11,815,159	$12,853,901	$14,516,900	$14,698,700	1.3%
OPERATING TRANSF OUT	$120,000	$120,000	$120,000	$258,700	115.6%
DEBT SERVICE	$16,306	$26,930	$0	$0	0%
CAPITAL OUTLAY	$410,990	$936,512	$1,660,500	$547,100	-67.1%
Total Expense Objects:	$23,991,932	$25,020,142	$27,319,100	$27,121,500	-0.7%

FUNDING SOURCES

Funding Sources Summary - All Funds

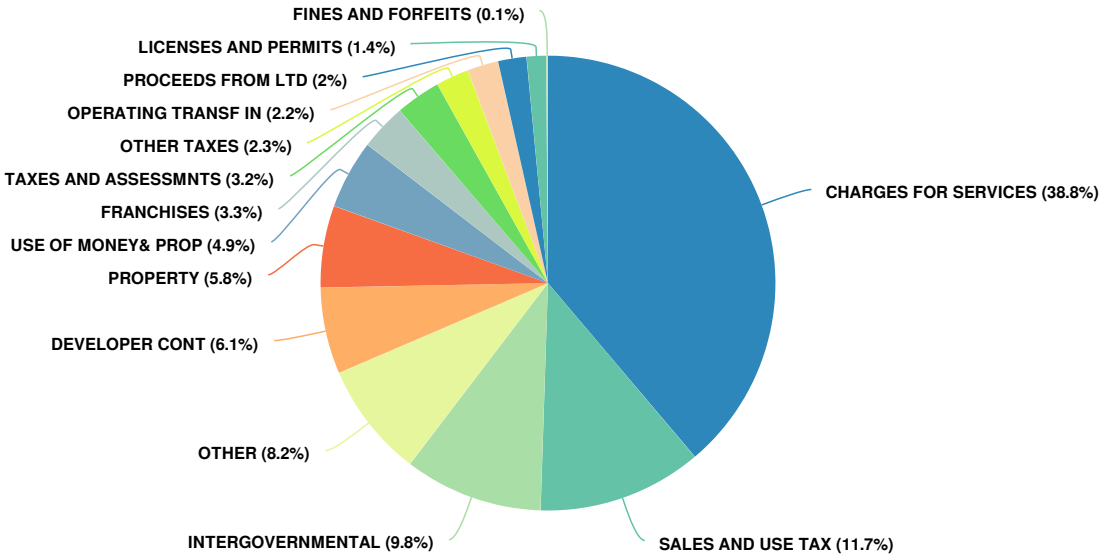
$52,639,600 $4,867,378
(10.19% vs. prior year)

Projected Revenues and Historical Actuals



Revenues by Source - All Funds

Projected Revenues by Source 2024-2025



Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
PROPERTY	$2,485,761	$2,716,322	$2,928,200	$3,071,800	4.9%
FRANCHISES	$1,346,875	$1,535,743	$1,657,400	$1,731,700	4.5%
SALES AND USE TAX	$7,295,422	$5,232,734	$6,031,400	$6,157,800	2.1%
OTHER TAXES	$1,166,805	$1,142,010	$1,198,900	$1,233,200	2.9%
LICENSES AND PERMITS	$674,337	$522,625	$461,300	$733,100	58.9%
FINES AND FORFEITS	$77,790	$62,576	$58,200	$58,200	0%
USE OF MONEY& PROP	$256,595	$1,877,575	$2,597,600	$2,578,000	-0.8%
INTERGOVERNMENTAL	$7,221,126	$7,776,889	$5,116,422	$5,180,100	1.2%
TAXES AND ASSESSMNTS	$2,613,931	$2,677,574	$1,704,700	$1,694,100	-0.6%
CHARGES FOR SERVICES	$17,726,835	$17,932,408	$18,327,900	$20,444,100	11.5%
OTHER	$4,206,386	$4,268,122	$5,260,500	$4,301,500	-18.2%
OPERATING TRANSF IN	$5,388,254	$4,709,365	$1,002,600	$1,161,000	15.8%
GAIN ON DISP - ASSTS	$0	$9,680	$0	$0	0%
DEVELOPER CONT	$1,047,898	$3,099,116	$360,300	$3,228,200	796%
PROCEEDS FROM LTD	$1,163,672	$1,108,911	$1,066,800	$1,066,800	0%
Total Revenue Source:	$52,671,688	$54,671,650	$47,772,222	$52,639,600	10.2%

DEPARTMENTS

City Council

Phil Dupper
Mayor

The City Council is the legislative branch responsible for making policy decisions and passing ordinances concerning the conduct, affairs, and operations of the City. Additionally, the City Council also serves as acting in the capacity of the Successor Agency to the former Redevelopment Agency. The City of Loma Linda is comprised of 5 Districts, with each District represented by a Council Member. Each Council Member serves a four-year term, with two members' terms expiring in the same year and three members' terms expiring the same year but two years later. The Mayor and Mayor pro tempore are elected every two years by City Council action.

Department Goals

For the Fiscal Year 2024-2025, the City Council's Department has set the following goals:

1. Provide municipal government leadership that is open and responsive to residents, and is characterized by ethical behavior, stability, promoting public trust, transparency, confidence in the future, and cooperative interaction among civic leaders, residents, business representatives, and staff, while recognizing and respecting legitimate differences of opinion on critical issues facing the City.

2. Manage City government in a financially operationally responsible and cautious manner to maintain Loma Linda's status as one of California's most appealing locations to reside, work, visit, engage in recreational activities, and raise a family.

3. Provide and enhance essential infrastructure to ensure that the goals and policies of the City of Loma Linda General Plan are carried out, and the City retains its role and reputation as a leader in protecting the environment and preserving limited natural resources.

4. Maintain a strong commitment to public safety, including Police, Fire, Emergency Medical Services, and Emergency Management.

5. Administer the oath of office to two newly-elected and one re-elected City Council members following the Primary General Elections on March 5, 2024.

6. City Council to appoint a Mayor and Mayor pro tempore for the next two years.

City Council

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011000-50010	$71,456	$64,385	$64,600	$64,100	-0.8%
Total PERSONNEL-SALARIES:		$71,456	$64,385	$64,600	$64,100	-0.8%
PERSONNEL-BENEFITS						
BENEFITS	0011000-50500	$88,736	$102,499	$94,400	$88,100	-6.7%
Total PERSONNEL-BENEFITS:		$88,736	$102,499	$94,400	$88,100	-6.7%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011000-51110	$0	$0	$200	$200	0%
UTILITIES	0011000-51120	$12,177	$13,106	$15,300	$15,300	0%
REPAIRS & MAINT - GENERAL	0011000-51420	$0	$0	$100	$100	0%
PRINTING & PUBLISHING	0011000-51500	$2,208	$252	$2,000	$4,000	100%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011000-51520	$0	$0	$100	$0	-100%
GENERAL OFFICE	0011000-51540	$583	$690	$500	$800	60%
SOFTWARE AND SOFTWARE LICENSES	0011000-51550	$710	$577	$1,200	$1,000	-16.7%
TRAVEL MEETINGS & TRAINING	0011000-51810	$1,826	$3,357	$3,800	$3,800	0%
CONTRACTUAL AGREEMENTS	0011000-51830	$2,547	$5,643	$8,100	$8,400	3.7%
MATERIALS & OTHER SERVICES	0011000-51870	$1,735	$4,449	$6,400	$6,400	0%
Total MAINT & OPERATIONS:		$21,786	$28,073	$37,700	$40,000	6.1%
DEBT SERVICE						
PRINCIPAL - LEASE	0011000-51911	$364	$411	$0	$0	0%
PRINCIPAL - SBITA	0011000-51912	$0	$53	$0	$0	0%
INTEREST - LEASE	0011000-51921	$67	$60	$0	$0	0%
INTEREST - SBITA	0011000-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$431	$524	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011000-58270	$2,253	$0	$0	$0	0%
SBITA ASSET	0011000-58280	$0	$253	$0	$0	0%
TECHNOLOGY SYSTEMS	0011000-58845	$0	$1,180	$2,400	$4,100	70.8%
Total CAPITAL OUTLAY:		$2,253	$1,434	$2,400	$4,100	70.8%
Total Expense Objects:		$184,662	$196,915	$199,100	$196,300	-1.4%

GENERAL FUND
CITY COUNCIL
0011000

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
City Council Members 5 - $1,066.73 per month	64,100
50010 - SALARIES REGULAR Total	**64,100**
50 - PERSONNEL - SALARIES Total	**64,100**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
Cafeteria plan; deferred compensation plan; Public Employees' Retirement System (PERS)	88,100
50500 - BENEFITS Total	**88,100**
51 - PERSONNEL - BENEFITS Total	**88,100**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone - Council portion of Civic Center phone costs	200
51110 - COMMUNICATIONS - TELEPHONE Total	**200**
51120 - UTILITIES	
Utilities for Council Chambers and office portion of Civic Center	15,300
51120 - UTILITIES Total	**15,300**
51420 - REPAIRS & MAINT - GENERAL	
Repairs and maintenance	100
51420 - REPAIRS & MAINT - GENERAL Total	**100**
51500 - PRINTING & PUBLISHING	
Supplies and services to print agendas, City promotional materials and business cards. Costs to publish Notices and Ordinances for City Council meetings.	4,000
51500 - PRINTING & PUBLISHING Total	**4,000**
51540 - GENERAL OFFICE	
Postage, office supplies, and copier/printer expenses stationary	800
51540 - GENERAL OFFICE Total	**800**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata share for Microsoft Agreement & Crystal Reports; Dot Gov; KTS voice upgrade, Phase II	1,000
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**1,000**
51810 - TRAVEL MEETINGS & TRAINING	

GENERAL FUND
CITY COUNCIL
0011000

TITLE/ACCOUNT NUMBER	AMOUNT
League of CA Cities Annual Conference & quarterly meetings; City County Conference State of the County City business meetings and related expenses	3,800
51810 - TRAVEL MEETINGS & TRAINING Total	**3,800**
51830 - CONTRACTUAL AGREEMENTS	
Pro-rata share for phone support & backup; printer leases; print overages & freight; VoiP; anti-virus; spam filter; VMWARE support; data domain; licensing for Musical Works SMB; hardware support; Digi cert; network switches support; router support; managed service network & security; camera support; website support, hosting & maintenance; 3PAR HPE NAS support; cable services various locations (50% for service at 25541 Barton Road); Juniper switch support; firewall protection	8,400
51830 - CONTRACTUAL AGREEMENTS Total	**8,400**
51870 - MATERIALS & OTHER SERVICES	
Employee Service Pins	1,800
Engraving plaques	300
Floral Arrangements	800
Community event, employee and volunteer recognition events	3,500
51870 - MATERIALS & OTHER SERVICES Total	**6,400**
52 - MAINT & OPERATIONS Total	**40,000**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	4,100
58845 - TECHNOLOGY SYSTEMS Total	**4,100**
57 - CAPITAL OUTLAY Total	**4,100**
Grand Total	**$ 196,300**

City Clerk

Lynette Arreola
City Clerk

As the custodian of the City’s official records, continue to maintain files for the City. The City Clerk's Office is also responsible for the proceeding of the City Council, Successor Agency, and Housing Authority. Such responsibility includes the preparation and distribution of agendas and minutes for these meetings, related correspondence and reports; provides overall keeping of historical, legal and official records of the City for all departments. Other duties include retention of legal documents, microfilming, administration of the State Political Reform Act and the City’s Conflict of Interest Code, coordination of City elections, legal advertising; opening of competitive bids, shared risk management duties with the Administration Department, and providing general public information. The City Clerk also provides overall coordination of the LL Housing Authority Affordable Housing Programs.

City Clerk

Department Goals

For the Fiscal Year 2024-2025, the City Clerk's Department has set the following goals

1. Respond to the legislative needs of the City Council, City staff, and residents of Loma Linda in a professional and ethical manner;
2. Provide access to the City's official records and legislative documents in as many different mediums as possible;
3. Administer records management program for the City of Loma Linda;
4. Effectively perform the department's job duties to the best of my ability with integrity and honesty.
5. Apply technology effectively to provide and improve access to materials on-line.

City Clerk

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011100-50010	$126,135	$89,394	$89,500	$97,700	9.2%
SALARIES - PART-TIME/TEMPORARY	0011100-50020	$0	$1,730	$0	$0	0%
Total PERSONNEL-SALARIES:		$126,135	$91,123	$89,500	$97,700	9.2%
PERSONNEL-BENEFITS						
BENEFITS	0011100-50500	$55,586	$52,149	$37,500	$45,200	20.5%
TUITION REIMBURSEMENT	0011100-50550	$0	$1,525	$3,500	$5,000	42.9%
Total PERSONNEL-BENEFITS:		$55,586	$53,674	$41,000	$50,200	22.4%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011100-51110	$0	$0	$200	$200	0%
PRINTING & PUBLISHING	0011100-51500	$1,089	$1,955	$200	$500	150%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011100-51520	$225	$265	$500	$600	20%
GENERAL OFFICE	0011100-51540	$870	$774	$1,200	$800	-33.3%
SOFTWARE AND SOFTWARE LICENSES	0011100-51550	$785	$577	$26,200	$46,000	75.6%
SMALL EQUIPMENT & TOOLS	0011100-51670	$140	$80	$400	$400	0%
TRAVEL MEETINGS & TRAINING	0011100-51810	$369	$0	$2,000	$1,000	-50%
PROFESSIONAL SERVICES	0011100-51820	$890	$2,308	$3,700	$3,700	0%
CONTRACTUAL AGREEMENTS	0011100-51830	$5,891	$33,087	$36,700	$9,000	-75.5%
MATERIALS & OTHER SERVICES	0011100-51870	$1,547	$0	$400	$100	-75%
ELECTIONS	0011100-51875	$1,683	$6,836	$22,200	$0	-100%
Total MAINT & OPERATIONS:		$13,489	$45,882	$93,700	$62,300	-33.5%
DEBT SERVICE						
PRINCIPAL - LEASE	0011100-51911	$364	$411	$0	$0	0%
PRINCIPAL - SBITA	0011100-51912	$0	$53	$0	$0	0%
INTEREST - LEASE	0011100-51921	$67	$60	$0	$0	0%
INTEREST - SBITA	0011100-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$431	$524	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011100-58270	$2,253	$0	$0	$0	0%
SBITA ASSET	0011100-58280	$0	$253	$0	$0	0%
TECHNOLOGY SYSTEMS	0011100-58845	$0	$1,180	$2,400	$4,100	70.8%
Total CAPITAL OUTLAY:		$2,253	$1,434	$2,400	$4,100	70.8%
Total Expense Objects:		$197,894	$192,636	$226,600	$214,300	-5.4%

Budget Justification

GENERAL FUND
CITY CLERK
0011100

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
City Clerk - 80%	97,700
50010 - SALARIES REGULAR Total	**97,700**
50 - PERSONNEL - SALARIES Total	**97,700**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	44,800
OPEB Funding Contribution	400
50500 - BENEFITS Total	**45,200**
50550 - TUITION REIMBURSEMENT	
International Institute of Municipal Clerks (IIMC) - College base Classes/Programs for Municipal Certification	5,000
50550 - TUITION REIMBURSEMENT Total	**5,000**
51 - PERSONNEL - BENEFITS Total	**50,200**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	200
51110 - COMMUNICATIONS - TELEPHONE Total	**200**
51500 - PRINTING & PUBLISHING	
Printing of department documents; business cards	500
51500 - PRINTING & PUBLISHING Total	**500**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
International Institute of Municipal Clerks annual membership City Clerks Association of California Membership	600
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**600**
51540 - GENERAL OFFICE	
Office supplies including postage, computer paper, printer ink, stationery supplies, required state codes	800
51540 - GENERAL OFFICE Total	**800**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata share for Microsoft Agreement & Office 365 license; Crystal Reports; Dot Gov; voice server upgrades	1,000
Agenda Management Software Program Annual Maintenace and License Fees	7,000

Budget Justification

GENERAL FUND
CITY CLERK
0011100

TITLE/ACCOUNT NUMBER	AMOUNT
Laserfishe Site Licensing - $28,000 and $10,000 for Professional Srvs Hours and Expand to other departments business processes	38,000
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**46,000**
51670 - SMALL EQUIPMENT & TOOLS	
Minor office materials and equipment	400
51670 - SMALL EQUIPMENT & TOOLS Total	**400**
51810 - TRAVEL MEETINGS & TRAINING	
Various City Clerk trainings/classes/meetings	
League of Calif Cities - City Clerk's Annual Conference	1,000
51810 - TRAVEL MEETINGS & TRAINING Total	**1,000**
51820 - PROFESSIONAL SERVICES	
Codification (including updated building codes and development code) and Municipal Code on-line costs	3,700
51820 - PROFESSIONAL SERVICES Total	**3,700**
51830 - CONTRACTUAL AGREEMENTS	
Destruction of records per Records Retention Schedule	900
Support services for phone support & backup; printer leases; print overages & freight; VoiP; anti-virus; spam filter; VMWARE support; data domain; licensing for Musical Works SMB; hardware support; Digi cert; network switches support; router support; managed service network & security; camera support; website support, hosting & maintenance; 3PAR HPE NAS support; Juniper switch support; firewall protection	8,100
51830 - CONTRACTUAL AGREEMENTS Total	**9,000**
51870 - MATERIALS & OTHER SERVICES	
Miscellaneous materials and services not included in other accounts	100
51870 - MATERIALS & OTHER SERVICES Total	**100**
52 - MAINT & OPERATIONS Total	**62,300**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	4,100
58845 - TECHNOLOGY SYSTEMS Total	**4,100**
57 - CAPITAL OUTLAY Total	**4,100**
Grand Total	**$ 214,300**

City Manager

T. Jarb Thaipejr
City Manager/Public Works Director

The City Manager's Office provides overall coordination of all city services. Departmental functions include general city administration, risk management, public information, special projects and support services for the City Council.

Department Goals

For the Fiscal Year 2024-2025, the City Manager's Department has set the following goals:

1. To supervise the overall maintenance and operations of the City, including departmental projects and goals that are set forth.

2. To provide support and assistance to the City Council, Department Staff as well as the residents/citizens of Loma Linda.

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011200-50010	$240,249	$225,904	$282,200	$431,800	53%
SALARIES - PART-TIME/TEMPORARY	0011200-50020	$0	$6,918	$0	$0	0%
Total PERSONNEL-SALARIES:		$240,249	$232,823	$282,200	$431,800	53%
PERSONNEL-BENEFITS						
BENEFITS	0011200-50500	$95,184	$98,554	$96,300	$169,600	76.1%
TUITION REIMBURSEMENT	0011200-50550	$5,000	$1,932	$2,000	$5,000	150%
Total PERSONNEL-BENEFITS:		$100,184	$100,486	$98,300	$174,600	77.6%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011200-51110	$0	$0	$200	$200	0%
UTILITIES	0011200-51120	$6,557	$7,057	$9,500	$9,500	0%
REPAIRS & MAINT - AUTO EQUIP	0011200-51410	$97	$1,072	$900	$900	0%
REPAIRS & MAINT - GENERAL	0011200-51420	$0	$0	$0	$100	N/A
PRINTING & PUBLISHING	0011200-51500	$0	$195	$400	$400	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011200-51520	$0	$25	$600	$3,200	433.3%
GENERAL OFFICE	0011200-51540	$588	$1,655	$1,400	$1,400	0%
SOFTWARE AND SOFTWARE LICENSES	0011200-51550	$1,207	$920	$16,000	$9,900	-38.1%
UNIFORMS	0011200-51610	$212	$122	$500	$500	0%
MOTOR FUELS & LUBRICANTS	0011200-51630	$1,632	$1,440	$1,800	$2,100	16.7%
SMALL EQUIPMENT & TOOLS	0011200-51670	$0	$0	$300	$300	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
TRAVEL MEETINGS & TRAINING	0011200-51810	$3,048	$5,690	$8,700	$9,000	3.4%
PROFESSIONAL SERVICES	0011200-51820	$330	$308	$1,000	$71,100	7,010%
CONTRACTUAL AGREEMENTS	0011200-51830	$3,645	$7,531	$43,500	$12,800	-70.6%
LEGAL SERVICES	0011200-51840	$0	$0	$600	$40,600	6,666.7%
MATERIALS & OTHER SERVICES	0011200-51870	$1,981	$1,247	$2,000	$2,000	0%
CONTRIBUTION TO SERVICES	0011200-51880	$931	$961	$1,100	$1,300	18.2%
Total MAINT & OPERATIONS:		$20,228	$28,223	$88,500	$165,300	86.8%
DEBT SERVICE						
PRINCIPAL - LEASE	0011200-51911	$581	$656	$0	$0	0%
PRINCIPAL - SBITA	0011200-51912	$0	$84	$0	$0	0%
INTEREST - LEASE	0011200-51921	$107	$95	$0	$0	0%
INTEREST - SBITA	0011200-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$688	$836	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	0011200-58210	$0	$0	$18,200	$0	-100%
LEASE ASSET	0011200-58270	$3,594	$0	$0	$0	0%
SBITA ASSET	0011200-58280	$0	$404	$0	$0	0%
TECHNOLOGY SYSTEMS	0011200-58845	$0	$1,883	$3,800	$6,600	73.7%
Total CAPITAL OUTLAY:		$3,594	$2,287	$22,000	$6,600	-70%
Total Expense Objects:		$364,944	$364,654	$491,000	$778,300	58.5%

Budget Justification

GENERAL FUND
CITY MANAGER
0011200

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
City Manager - 60%	
HR/Risk Mgmt Analyst - 100%	
City Clerk - 20%	
Asst. City Manager / Economic Development Director- 70%	431,800
50010 - SALARIES REGULAR Total	**431,800**
50 - PERSONNEL - SALARIES Total	**431,800**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	168,100
OPEB Funding Contribution	1,500
50500 - BENEFITS Total	**169,600**
50550 - TUITION REIMBURSEMENT	
Tuition reimbursement for HR Analyst	5,000
50550 - TUITION REIMBURSEMENT Total	**5,000**
51 - PERSONNEL - BENEFITS Total	**174,600**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	200
51110 - COMMUNICATIONS - TELEPHONE Total	**200**
51120 - UTILITIES	
Utilities	9,500
51120 - UTILITIES Total	**9,500**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Auto repairs and maintenance; oil changes and car washes	900
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**900**
51420 - REPAIRS & MAINT - GENERAL	
Repairs and maintenance - general	100
51420 - REPAIRS & MAINT - GENERAL Total	**100**
51500 - PRINTING & PUBLISHING	
Business cards - City Manager and Human Resources	400
51500 - PRINTING & PUBLISHING Total	**400**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	

Budget Justification

GENERAL FUND
CITY MANAGER
0011200

TITLE/ACCOUNT NUMBER	AMOUNT
Dues for International Institute of Municipal Clerks (IIMC); Society of Human Resource Mgmt. Professional (SHRM); Professional Civil Engineer's Certification	600
Department of Transportation Drug & Alcohol Clearinghouse	200
San Bernardino County Western Region Item Bank (WRIB) Membership for pre-employment testing.	2,400
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**3,200**
51540 - GENERAL OFFICE	
General office supplies including postage	1,400
51540 - GENERAL OFFICE Total	**1,400**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Adobe Acrobat 2 User License	400
HR: Jotform Subscription/Online fillable forms/HIPPA compliant Version	800
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	1,600
NeoGov Performance Management Software Annual Maintenance.	7,100
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**9,900**
51610 - UNIFORMS	
Uniform shirts for City Manager, HR Analyst, and Executive Assistant	500
51610 - UNIFORMS Total	**500**
51630 - MOTOR FUELS & LUBRICANTS	
Motor fuel and lubricants	2,100
51630 - MOTOR FUELS & LUBRICANTS Total	**2,100**
51670 - SMALL EQUIPMENT & TOOLS	
Misc. Office supplies, equipment and tools for Admin.	300
51670 - SMALL EQUIPMENT & TOOLS Total	**300**
51810 - TRAVEL MEETINGS & TRAINING	
Chamber Installation Diner and chamber meetings	200
City Manager travel, meetings and training expenses - League of California City Conferences, JPIA City/County Conference, and other City Manager seminars/ conferences	3,000
IE SHRM Chapter Annual Conference for HR Analyst	1,800
Academies and Conferences for HR Analyst & Executive Assistant	4,000
51810 - TRAVEL MEETINGS & TRAINING Total	**9,000**
51820 - PROFESSIONAL SERVICES	
Life Balance Access	1,100
Prepare classification and compensation study (total = $120K cost shared with 4053500 and 4657000)	40,000
Recruitment service for Assistant City Manager	30,000

Budget Justification

GENERAL FUND
CITY MANAGER
0011200

TITLE/ACCOUNT NUMBER		AMOUNT
51820 - PROFESSIONAL SERVICES	**Total**	**71,100**
51830 - CONTRACTUAL AGREEMENTS		
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.		12,800
51830 - CONTRACTUAL AGREEMENTS	**Total**	**12,800**
51840 - LEGAL SERVICES		
City attorney and legal services for litigation		600
Labor attorney fee for labor negotiation		40,000
51840 - LEGAL SERVICES	**Total**	**40,600**
51870 - MATERIALS & OTHER SERVICES		
Employee events and required training		2,000
51870 - MATERIALS & OTHER SERVICES	**Total**	**2,000**
51880 - CONTRIBUTION TO SERVICES		
Contribution to shop 0.71%		1,300
51880 - CONTRIBUTION TO SERVICES	**Total**	**1,300**
52 - MAINT & OPERATIONS Total		**165,300**
57 - CAPITAL OUTLAY		
58845 - TECHNOLOGY SYSTEMS		
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements		6,600
58845 - TECHNOLOGY SYSTEMS	**Total**	**6,600**
57 - CAPITAL OUTLAY Total		**6,600**
Grand Total	**$**	**778,300**

Finance

Sonia Fabela
Finance Director/Treasurer

The Finance Department is responsible for overall administration and coordination of all City and Successor Agency operational financial activities and debt management. Major functional areas include accounts payable/receivable, payroll, purchasing, cash receipting and cash management, business licensing and utility billing including all applicable accounting and reporting. Additional responsibilities include coordination and production of the annual City and Housing Authority budget, production of supplementary semi-annual financial reports, Annual Comprehensive Financial Report and other federal, state and county compliance reports, and general financial/budgetary advice to City Departments, the City Manager and City Council Members as requested.

Department Goals

For the Fiscal Year 2024-2025, the Finance Department has set the following goals:

1. Continue to prepare and present the audited Annual Comprehensive Financial Report (ACFR) and Budget to City Council on a timely basis.

2. Complete implementation of the following software: 1) Socrata, a financial transparency module and 2) budget publishing software.

3. Revise Finance related policies (examples – purchasing policy and fund balance policy).

Finance

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011400-50010	$160,002	$176,748	$203,700	$235,900	15.8%
SALARIES FULL-TIME TEMP WAGES	0011400-50015	$36,125	$0	$0	$0	0%
SALARIES - PART-TIME/TEMPORARY	0011400-50020	$14,023	$7,271	$0	$0	0%
SALARIES - OVERTIME	0011400-50110	$12	$0	$2,000	$0	-100%
Total PERSONNEL-SALARIES:		$210,162	$184,019	$205,700	$235,900	14.7%
PERSONNEL-BENEFITS						
BENEFITS	0011400-50500	$106,091	$108,718	$98,700	$122,300	23.9%
TUITION REIMBURSEMENT	0011400-50550	$0	$5,000	$15,000	$15,000	0%
Total PERSONNEL-BENEFITS:		$106,091	$113,718	$113,700	$137,300	20.8%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011400-51110	$1,037	$1,098	$1,300	$1,300	0%
UTILITIES	0011400-51120	$9,367	$10,081	$8,500	$12,000	41.2%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
REPAIRS & MAINT - AUTO EQUIP	0011400-51410	$8	$0	$200	$200	0%
REPAIRS & MAINT - GENERAL	0011400-51420	$0	$0	$0	$600	N/A
PRINTING & PUBLISHING	0011400-51500	$804	$101	$3,000	$3,300	10%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011400-51520	$1,704	$648	$3,000	$2,000	-33.3%
GENERAL OFFICE	0011400-51540	$4,574	$7,815	$7,500	$7,500	0%
SOFTWARE AND SOFTWARE LICENSES	0011400-51550	$2,474	$1,836	$17,500	$15,000	-14.3%
MOTOR FUELS & LUBRICANTS	0011400-51630	$51	$65	$300	$100	-66.7%
SMALL EQUIPMENT & TOOLS	0011400-51670	$842	$8,884	$14,300	$7,700	-46.2%
BOOKS & EDUCATIONAL MATERIALS	0011400-51680	$586	$629	$2,100	$2,300	9.5%
TRAVEL MEETINGS & TRAINING	0011400-51810	$3,482	$775	$10,600	$12,100	14.2%
PROFESSIONAL SERVICES	0011400-51820	$66,160	$52,820	$81,900	$84,200	2.8%
CONTRACTUAL AGREEMENTS	0011400-51830	$109,145	$110,511	$141,200	$138,400	-2%
MATERIALS & OTHER SERVICES	0011400-51870	$316	$541	$1,800	$1,800	0%
CONTRIBUTION TO SERVICES	0011400-51880	$1,117	$1,250	$1,400	$1,600	14.3%
BAD DEBT EXPENSE	0011400-51940	$0	$0	$1,000	$1,000	0%
Total MAINT & OPERATIONS:		$201,665	$197,053	$295,600	$291,100	-1.5%
DEBT SERVICE						
PRINCIPAL - LEASE	0011400-51911	$1,143	$1,289	$0	$0	0%
PRINCIPAL - SBITA	0011400-51912	$0	$166	$0	$0	0%
INTEREST - LEASE	0011400-51921	$210	$187	$0	$0	0%
INTEREST - SBITA	0011400-51922	$0	$2	$0	$0	0%
Total DEBT SERVICE:		$1,353	$1,644	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011400-58270	$7,069	$0	$0	$0	0%
SBITA ASSET	0011400-58280	$0	$795	$0	$0	0%
TECHNOLOGY SYSTEMS	0011400-58845	$0	$3,702	$7,500	$12,900	72%
Total CAPITAL OUTLAY:		$7,069	$4,497	$7,500	$12,900	72%
Total Expense Objects:		$526,340	$500,930	$622,500	$677,200	8.8%

Budget Justification

GENERAL FUND
FINANCE
0011400

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Finance Director - 30%	
Accounting Specialist - 15%	
Supervising Accounting Technician - 60%	
Supervising Accounting Technician (Water) - 20%	
Sr. Accountant/Financial Analyst - 30%	
Accounting Technician II - 80%	
Accountant - 30%	235,900
50010 - SALARIES REGULAR Total	**235,900**
50 - PERSONNEL - SALARIES Total	**235,900**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	121,500
OPEB Funding Contribution	800
50500 - BENEFITS Total	**122,300**
50550 - TUITION REIMBURSEMENT	
Tuition Reimbursement	15,000
50550 - TUITION REIMBURSEMENT Total	**15,000**
51 - PERSONNEL - BENEFITS Total	**137,300**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Cell phones for Director and Senior Accountant/Financial Analyst	1,300
51110 - COMMUNICATIONS - TELEPHONE Total	**1,300**
51120 - UTILITIES	
Utilities (SCE and the Gas Co)	12,000
51120 - UTILITIES Total	**12,000**
51420 - REPAIRS & MAINT - GENERAL	
Miscellaneous repairs of office equipment	600
51420 - REPAIRS & MAINT - GENERAL Total	**600**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Finance pool car maintenance	200
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**200**
51500 - PRINTING & PUBLISHING	
Check stock and business license forms	1,300

Budget Justification

GENERAL FUND
FINANCE
0011400

TITLE/ACCOUNT NUMBER	AMOUNT
Miscellaneous printing and publishing, budget document production, and Annual Comprehensive Financial Report (ACFR) production	2,000
51500 - PRINTING & PUBLISHING Total	**3,300**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Membership dues to governmental financial organizations (GFOA, CSMFO-2, AGA, CMRTA, Payroll Associations, CMTA-2, CAPPO and APA)	2,000
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**2,000**
51540 - GENERAL OFFICE	
Miscellaneous general office	3,700
Postage, Xerox and supplies	3,800
51540 - GENERAL OFFICE Total	**7,500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Adobe and miscellaneous software license purchases	1,500
Pro-rata share of Microsoft, Office 365, Dot Gov software licenses, Screen Connect License, Servers Security Support, Teleconference license, Forms Template annual subscription, Endpoint Management Software and Energov	4,000
Transparency Portal - 55% of total cost (shared cost with Water, Sewer, LMD, SLD, and HA)	3,300
GASB 87 & 96 reporting software -56% of total cost (Shared cost with Water -34% & Sewer 10% funds)	3,000
Budget publishing software 40% of total cost (shared with Water Sewer and HA Funds)	3,200
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**15,000**
51630 - MOTOR FUELS & LUBRICANTS	
Motor vehicle fuel and lubricants	100
51630 - MOTOR FUELS & LUBRICANTS Total	**100**
51670 - SMALL EQUIPMENT & TOOLS	
Computer replacements -Two units (IS)	5,000
Miscellaneous office equipment (staff chairs, phones, hands-free head set, Printer and high capacity stapler)	2,500
Replace two adding machines	200
51670 - SMALL EQUIPMENT & TOOLS Total	**7,700**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Books, CDs and educational materials	400
GFOA/GASB updates	900
Payroll training materials	1,000
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**2,300**
51810 - TRAVEL MEETINGS & TRAINING	

Budget Justification

GENERAL FUND
FINANCE
0011400

TITLE/ACCOUNT NUMBER	AMOUNT
Accounting software user conference and local group meetings	2,000
Chapter meetings for professional organizations(CSMFO, CMTA, AGA, APA, CAPPO and CMRTA)	1,700
CSMFO/CMTA conference - finance management professional organizations	3,000
GFOA annual conference and webinars	3,000
Governmental Payroll training	1,000
Loma Linda chamber meetings	400
Microsoft software program user training	1,000
51810 - TRAVEL MEETINGS & TRAINING Total	**12,100**
51820 - PROFESSIONAL SERVICES	
Annual financial statement audit	36,300
Fees for GASB 68 Report	1,500
Sales tax auditing and special consulting services	30,000
State Controller's Report	1,400
Sales monitoring contract	10,200
State Mandated Claims Reporting	2,600
Miscellaneous services (statistical information for ACFR, pre-employment, etc.)	2,200
51820 - PROFESSIONAL SERVICES Total	**84,200**
51830 - CONTRACTUAL AGREEMENTS	
Bank analysis services	10,000
Cash Register Support	1,200
Collection transmittal services	1,000
Credit card and debit processing fees	24,000
Miscellaneous office equipment supplies and annual document disposal	1,600
Payroll processing services	26,500
Pro-rata share of workroom equipment leases	2,700
Tyler Systems financial software support	24,300
Support services for copiers, printers, phones, virus and web filters, VoIP, data domain, Wi-Fi system, hardware, servers, and extreme switches	25,200
Business license software support	6,900
Temporary services to update City financial policies	15,000
51830 - CONTRACTUAL AGREEMENTS Total	**138,400**
51870 - MATERIALS & OTHER SERVICES	
First aid and conference room supplies	800
Miscellaneous improvements to Finance offices and workroom	1,000
51870 - MATERIALS & OTHER SERVICES Total	**1,800**
51880 - CONTRIBUTION TO SERVICES	

Budget Justification

GENERAL FUND
FINANCE
0011400

TITLE/ACCOUNT NUMBER			AMOUNT
Contribution to shop - 0.91%			1,600
51880 - CONTRIBUTION TO SERVICES	**Total**		**1,600**
51940 - BAD DEBT EXPENSE			
Bad debt expense			1,000
51940 - BAD DEBT EXPENSE	**Total**		**1,000**
52 - MAINT & OPERATIONS Total			**291,100**
57 - CAPITAL OUTLAY			
58845 - TECHNOLOGY SYSTEMS			
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements			12,900
58845 - TECHNOLOGY SYSTEMS	**Total**		**12,900**
57 - CAPITAL OUTLAY Total			**12,900**
Grand Total		**$**	**677,200**

Information Systems

Jarb Thaipejr
City Manager/Public Works Director

To provide high quality technical services and support to internal City customers. To maintain excellent levels up time and reliability. To evaluate and monitor cyber risks and implement prudent precautions. To support other departments to streamline workflows and access to data and technology.

Department Goals

For the Fiscal Year 2024-2025, the Information Systems Department has set the following goals:

1. Use technology to implement efficiency and security throughout the city and through the services the city c
2. Replace and update one of the city's server hosts with a modern solution.
3. Implement a modern LED sign on the corner of Loma Linda Drive and Barton Road.
4. Overhaul the city's current phone system with a modern solution.
5. Replace City's near end of life firewall with a next generation device.
6. Upgrade the existing Citywide security cameras with new devices.
7. Continue to monitor technological advances and integrate them into the city's infrastructure and services.

Information Systems

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011500-50010	$98,994	$69,842	$75,800	$44,500	-41.3%
SALARIES - PART-TIME/TEMPORARY	0011500-50020	$4,887	$9,925	$15,800	$15,800	0%
SALARIES - OVERTIME	0011500-50110	$3,673	$3,370	$5,000	$7,500	50%
Total PERSONNEL-SALARIES:		$107,553	$83,137	$96,600	$67,800	-29.8%
PERSONNEL-BENEFITS						
BENEFITS	0011500-50500	$41,594	$34,855	$39,000	$22,300	-42.8%
TUITION REIMBURSEMENT	0011500-50550	$0	$0	$15,000	$15,000	0%
Total PERSONNEL-BENEFITS:		$41,594	$34,855	$54,000	$37,300	-30.9%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011500-51110	$1,367	$951	$4,000	$4,000	0%
EQUIPMENT RENTAL	0011500-51220	$0	$0	$300	$300	0%
REPAIRS & MAINT - CAPITAL FAC	0011500-51300	$0	$0	$500	$500	0%
REPAIRS & MAINT - BDLGS	0011500-51310	$0	$0	$2,000	$2,000	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
REPAIRS & MAINT - AUTO EQUIP	0011500-51410	$0	$0	$1,000	$1,000	0%
REPAIRS & MAINT - GENERAL	0011500-51420	$0	$642	$1,000	$1,000	0%
PRINTING & PUBLISHING	0011500-51500	$0	$0	$100	$100	0%
GENERAL OFFICE	0011500-51540	$584	$1,416	$7,000	$4,000	-42.9%
SOFTWARE AND SOFTWARE LICENSES	0011500-51550	$1,350	$975	$2,100	$1,700	-19%
MOTOR FUELS & LUBRICANTS	0011500-51630	$111	$0	$2,000	$2,000	0%
SMALL EQUIPMENT & TOOLS	0011500-51670	$2,862	$1,045	$3,000	$3,000	0%
TRAVEL MEETINGS & TRAINING	0011500-51810	$15	$0	$2,000	$2,000	0%
PROFESSIONAL SERVICES	0011500-51820	$0	$0	$500	$500	0%
CONTRACTUAL AGREEMENTS	0011500-51830	$3,864	$8,762	$14,000	$13,600	-2.9%
CONTRIBUTION TO SERVICES	0011500-51880	$2,420	$2,691	$2,900	$3,300	13.8%
Total MAINT & OPERATIONS:		$12,574	$16,483	$42,400	$39,000	-8%
DEBT SERVICE						
PRINCIPAL - LEASE	0011500-51911	$616	$695	$0	$0	0%
PRINCIPAL - SBITA	0011500-51912	$0	$89	$0	$0	0%
INTEREST - LEASE	0011500-51921	$113	$101	$0	$0	0%
INTEREST - SBITA	0011500-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$729	$886	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011500-58270	$3,810	$0	$0	$0	0%
SBITA ASSET	0011500-58280	$0	$428	$0	$0	0%
INFRASTRUCTURE	0011500-58500	$0	$0	$1,000	$1,000	0%
TECHNOLOGY SYSTEMS	0011500-58845	$715	$1,995	$4,700	$7,000	48.9%
Total CAPITAL OUTLAY:		$4,525	$2,423	$5,700	$8,000	40.4%
Total Expense Objects:		$166,976	$137,783	$198,700	$152,100	-23.5%

Budget Justification

GENERAL FUND
INFORMATION SYSTEMS
0011500

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Information Systems Manager - 25%	
Customer Support Technician - 25%	44,500
50010 - SALARIES REGULAR Total	**44,500**
50020 - SALARIES - PART-TIME/TEMPORARY	
1 - Student Intern - PT - Not to exceed 1000 hours in a fiscal year. - 100%	15,800
50020 - SALARIES - PART-TIME/TEMPORARY Total	**15,800**
50110 - SALARIES - OVERTIME	
	7,500
50110 - SALARIES - OVERTIME Total	**7,500**
50 - PERSONNEL - SALARIES Total	**67,800**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	22,100
OPEB Funding Contribution	200
50500 - BENEFITS Total	**22,300**
50550 - TUITION REIMBURSEMENT	
	15,000
50550 - TUITION REIMBURSEMENT Total	**15,000**
51 - PERSONNEL - BENEFITS Total	**37,300**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	4,000
51110 - COMMUNICATIONS - TELEPHONE Total	**4,000**
51220 - EQUIPMENT RENTAL	
Equipment rental	300
51220 - EQUIPMENT RENTAL Total	**300**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Maintenance and repairs of data center	500
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**500**
51310 - REPAIRS & MAINT - BDLGS	
Maintenance and repairs to Information Systems Offices/buildings	2,000
51310 - REPAIRS & MAINT - BDLGS Total	**2,000**
51410 - REPAIRS & MAINT - AUTO EQUIP	

Budget Justification

GENERAL FUND
INFORMATION SYSTEMS
0011500

TITLE/ACCOUNT NUMBER	AMOUNT
Service and repairs of share use city wide vehicles	1,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**1,000**
51420 - REPAIRS & MAINT - GENERAL	
Service and repair of miscellaneous equipment/fiber and copper	1,000
51420 - REPAIRS & MAINT - GENERAL Total	**1,000**
51500 - PRINTING & PUBLISHING	
Printing and publishing	100
51500 - PRINTING & PUBLISHING Total	**100**
51540 - GENERAL OFFICE	
General office/office furniture	4,000
51540 - GENERAL OFFICE Total	**4,000**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata citywide share of miscellaneous software license purchases	1,700
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**1,700**
51630 - MOTOR FUELS & LUBRICANTS	
Fuel and lubricants share for city wide used vehicles	2,000
51630 - MOTOR FUELS & LUBRICANTS Total	**2,000**
51670 - SMALL EQUIPMENT & TOOLS	
Small tools- Batteries, hardware, media converters	3,000
51670 - SMALL EQUIPMENT & TOOLS Total	**3,000**
51810 - TRAVEL MEETINGS & TRAINING	
Travel, meeting, and training	2,000
51810 - TRAVEL MEETINGS & TRAINING Total	**2,000**
51820 - PROFESSIONAL SERVICES	
Professional services	500
51820 - PROFESSIONAL SERVICES Total	**500**
51830 - CONTRACTUAL AGREEMENTS	
Pro-rata citywide share of miscellaneous contractual agreements	13,600
51830 - CONTRACTUAL AGREEMENTS Total	**13,600**
51880 - CONTRIBUTION TO SERVICES	
Contribution to shop - 1.93%	3,300
51880 - CONTRIBUTION TO SERVICES Total	**3,300**
52 - MAINT & OPERATIONS Total	**39,000**
57 - CAPITAL OUTLAY	
58500 - INFRASTRUCTURE	
Infrastructure	1,000
58500 - INFRASTRUCTURE Total	**1,000**
58845 - TECHNOLOGY SYSTEMS	

Budget Justification

GENERAL FUND
INFORMATION SYSTEMS
0011500

TITLE/ACCOUNT NUMBER			AMOUNT
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements			7,000
58845 - TECHNOLOGY SYSTEMS	**Total**		**7,000**
57 - CAPITAL OUTLAY Total			**8,000**
Grand Total		**$**	**152,100**

General Government

Jarb Thaipejr
City Manager/Public Works Director

The General Government budget reflects expenditures that are common to and benefits City Departments, including legal/personnel services, liability/workers' compensation insurance, and memberships to regional city advocacy organizations and other regional organizations established by government legislation.

Department Goals

For the Fiscal Year 2024-2025, the goals for the General Government are:

1. To support legal services to the city.
2. To support risk management insurance and services for city staff.
3. To uphold the city's memberships with local agencies.

General Government

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES - VOLUNTARY COMP	0011940-50130	$0	$2,292	$0	$0	0%
Total PERSONNEL-SALARIES:		$0	$2,292	$0	$0	0%
PERSONNEL-BENEFITS						
BENEFITS	0011940-50500	$31,919	$33,694	$37,600	$38,300	1.9%
PENSION UAL	0011940-50540	$1,000,000	$0	$0	$0	0%
UNEMPLOYMENT INSURANCE	0011940-50930	$3,187	$3,624	$12,300	$0	-100%
Total PERSONNEL-BENEFITS:		$1,035,106	$37,318	$49,900	$38,300	-23.2%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011940-51110	$6,657	$7,009	$7,300	$7,300	0%
UTILITIES	0011940-51120	$21,529	$18,288	$34,500	$30,000	-13%
LIBRARY UTILITIES	0011940-51140	$781	$918	$1,500	$1,500	0%
PROPERTY TAXES	0011940-51150	$581	$581	$1,500	$1,500	0%
EQUIPMENT RENTAL	0011940-51220	$0	$0	$300	$400	33.3%
REPAIRS & MAINT - GENERAL	0011940-51420	$0	$0	$2,000	$2,000	0%
PRINTING & PUBLISHING	0011940-51500	$0	$3,481	$2,500	$0	-100%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011940-51520	$27,029	$31,871	$36,200	$47,200	30.4%
GENERAL OFFICE	0011940-51540	$324	$2,667	$500	$500	0%
SMALL EQUIPMENT & TOOLS	0011940-51670	$0	-$32	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
BOOKS & EDUCATIONAL MATERIALS	0011940-51680	$896	$0	$7,000	$0	-100%
TRAVEL MEETINGS & TRAINING	0011940-51810	$0	$70	$0	$0	0%
PROFESSIONAL SERVICES	0011940-51820	$7,947	$14,564	$74,700	$36,900	-50.6%
CONTRACTUAL AGREEMENTS	0011940-51830	$6,617	$28,688	$16,200	$19,900	22.8%
LEGAL SERVICES	0011940-51840	$129,753	$184,561	$160,000	$140,000	-12.5%
INSURANCE	0011940-51860	$368,374	$424,607	$429,700	$385,300	-10.3%
MATERIALS & OTHER SERVICES	0011940-51870	$5,044	$4,485	$6,500	$6,500	0%
CONTRIBUTION TO NON PROFITS	0011940-51881	$25,000	$50,000	$55,000	$30,000	-45.5%
Total MAINT & OPERATIONS:		$600,533	$771,757	$835,400	$709,000	-15.1%
OPERATING TRANSF OUT						
TRANSFERS OUT	0011940-51890	$120,000	$120,000	$120,000	$258,700	115.6%
Total OPERATING TRANSF OUT:		$120,000	$120,000	$120,000	$258,700	115.6%
DEBT SERVICE						
PRINCIPAL - LEASE	0011940 -51911	$0	$2,290	$0	$0	0%
PRINCIPAL - SBITA	0011940 -51912	$0	$2,831	$0	$0	0%
INTEREST - LEASE	0011940 -51921	$0	$274	$0	$0	0%
INTEREST - SBITA	0011940 -51922	$0	$54	$0	$0	0%
Total DEBT SERVICE:		$0	$5,448	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011940 -58270	$0	$17,793	$0	$0	0%
SBITA ASSET	0011940 -58280	$0	$17,927	$0	$0	0%
TECHNOLOGY SYSTEMS	0011940-58845	$0	$26,369	$18,800	$0	-100%
Total CAPITAL OUTLAY:		$0	$62,088	$18,800	$0	-100%
Total Expense Objects:		$1,755,639	$998,904	$1,024,100	$1,006,000	-1.8%

Budget Justification

GENERAL FUND
GENERAL GOVERNMENT
0011940

TITLE/ACCOUNT NUMBER	AMOUNT
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
Retiree Health Benefits	38,300
50500 - BENEFITS Total	**38,300**
51 - PERSONNEL - BENEFITS Total	**38,300**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone usage	7,300
51110 - COMMUNICATIONS - TELEPHONE Total	**7,300**
51120 - UTILITIES	
Water for City facilities	22,000
Utility cost for City facilities - electric and gas	8,000
51120 - UTILITIES Total	**30,000**
51140 - LIBRARY UTILITIES	
Library Utilities	1,500
51140 - LIBRARY UTILITIES Total	**1,500**
51150 - PROPERTY TAXES	
Property taxes of city owned properties	1,500
51150 - PROPERTY TAXES Total	**1,500**
51220 - EQUIPMENT RENTAL	
Mail meter annual cost	400
51220 - EQUIPMENT RENTAL Total	**400**
51420 - REPAIRS & MAINT - GENERAL	
Repairs and Maintenance of Successor Agency properties	2,000
51420 - REPAIRS & MAINT - GENERAL Total	**2,000**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Costco City membership	200
League of California Cities - Inland Empire Division membership	800
League of California Cities membership	12,000
Local Agency Formation Commission (LAFCO) annual dues	5,800
Miscellaneous subscription to newspapers, publications and subscriptions	1,200
San Bernardino County Transportation Authority (SBCTA) membership	23,500
So. California Association of Government (SCAG) membership	3,700
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**47,200**
51540 - GENERAL OFFICE	
Postage, Xerox paper and miscellaneous supplies not apportioned to department	500
51540 - GENERAL OFFICE Total	**500**

Budget Justification

GENERAL FUND
GENERAL GOVERNMENT
0011940

TITLE/ACCOUNT NUMBER	AMOUNT
51820 - PROFESSIONAL SERVICES	
Actuarial calculation for GASB 68 (CalPERS) and GASB 74/75	8,600
Employee flu vaccines	300
Personnel consulting service	3,000
Economic Development Consultant	25,000
51820 - PROFESSIONAL SERVICES Total	**36,900**
51830 - CONTRACTUAL AGREEMENTS	
Folder machine annual maintenance	1,800
Mail opener annual maintenance	200
Omnivex	1,000
Payroll - human resource software services	4,000
Service fees study update	7,500
Mail machine annual lease (Finance)	1,400
Performance Management Software	4,000
51830 - CONTRACTUAL AGREEMENTS Total	**19,900**
51840 - LEGAL SERVICES	
City attorney and legal services for litigation	140,000
51840 - LEGAL SERVICES Total	**140,000**
51860 - INSURANCE	
All Risk property and vehicle insurance	141,800
Employee blanket bond	1,500
General liability insurance	185,800
Pollution Liability Insurance	4,400
Worker's compensation insurance	51,800
51860 - INSURANCE Total	**385,300**
51870 - MATERIALS & OTHER SERVICES	
City building access cards and ribbon	500
City Christmas Tree Lighting, Holiday employee luncheon and other employee related events	4,000
Employee retirement gifts	2,000
51870 - MATERIALS & OTHER SERVICES Total	**6,500**
51881 - CONTRIBUTION TO NON PROFITS	
Contribution to Chamber of Commerce	25,000
Contribution to the Lopers for Loma Linda Classic	5,000
51881 - CONTRIBUTION TO NON PROFITS Total	**30,000**

Budget Justification

GENERAL FUND
GENERAL GOVERNMENT
0011940

TITLE/ACCOUNT NUMBER			AMOUNT
51890 - TRANSFERS OUT			
Transfer to Landscape Maintenance District to for the City landscape frontage area			258,700
51890 - TRANSFERS OUT	**Total**		**258,700**
52 - MAINT & OPERATIONS Total			**967,700**
Grand Total		**$**	**1,006,000**

Police Services

Jarb Thaipejr
City Manager/Public Works Director

The police services budget reflects the contract with the San Bernardino County Sheriff's Department, including costs for participation in CAL ID, County booking fees and one Sheriff's Service Specialists assigned to coordinate the Citizen's Patrol and Neighborhood Watch and Crime Free Multihousing programs (funded by the COPS grant).

Department Goals

For the Fiscal Year 2024-2025, the City has set the following goals for the Police Program:

1. To continue to provide Law Enforcement services through the established contract with the County of San Bernardino Sheriff's Department.
2. To assist in the coordination and maintenance of grant requirements and grant funding such as the COPS grants.
3. To continue providing programs such as the Neighborhood Watch program, Citizen's Patrol, Crime Free Multihousing, etc.

Police Services

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL OFFICE	0012000-51540	$7	$57	$0	$100	N/A
SOFTWARE AND SOFTWARE LICENSES	0012000-51550	$1,061	$862	$1,700	$1,500	-11.8%
CONTRACTUAL AGREEMENTS	0012000-51830	$6,537,548	$6,789,706	$7,157,300	$7,355,000	2.8%
Total MAINT & OPERATIONS:		$6,538,615	$6,790,625	$7,159,000	$7,356,600	2.8%
DEBT SERVICE						
PRINCIPAL - LEASE	0012000-51911	$544	$614	$0	$0	0%
PRINCIPAL - SBITA	0012000-51912	$0	$79	$0	$0	0%
INTEREST - LEASE	0012000-51921	$100	$89	$0	$0	0%
INTEREST - SBITA	0012000-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$644	$783	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0012000-58270	$3,367	$0	$0	$0	0%
SBITA ASSET	0012000-58280	$0	$378	$0	$0	0%
TECHNOLOGY SYSTEMS	0012000-58845	$0	$1,763	$3,800	$6,200	63.2%
Total CAPITAL OUTLAY:		$3,367	$2,142	$3,800	$6,200	63.2%
Total Expense Objects:		$6,542,627	$6,793,550	$7,162,800	$7,362,800	2.8%

Budget Justification

GENERAL FUND
POLICE SERVICES
0012000

TITLE/ACCOUNT NUMBER	AMOUNT
52 - MAINT & OPERATIONS	
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata share of Microsoft, Crystal Reports, Dot Gov, and Screen Connect License Update	1,500
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**1,500**
51540 - GENERAL OFFICE	
Postage, office supplies, and copier/printer expenses stationary	100
51540 - GENERAL OFFICE Total	**100**
51830 - CONTRACTUAL AGREEMENTS	
.56 - Detective/Corporal	158,135
.59 - Lieutenant	239,174
0.50 - Unmarked unit	5,697
15.07 - Deputy Sheriff	3,561,975
2.52 - Sergeant	835,949
22 - HTs (Amortization, Access & Maintenance)	33,748
3.53 - Office Specialist	312,372
7.0 - Marked units	151,988
Administrative support	36,024
Booking fees	15,000
CAL ID program	32,136
Command Staff Vehicle	7,833
County administrative cost	103,967
Dispatch Services	380,576
Fuel, maintenance and miscellaneous expenditures	157,980
License plate readers extended warranty	2,300
License plate readers software maintenance	4,200
Office automation	86,899
Overtime	62,675
Personnel liability and bonding	438,884
Pickup truck	11,170
Police Tracker annual usage	600
Postage, Xerox and supplies	100
Support services for copiers, phones, virus and web filters, VoIP, data domain, Wi-Fi s	12,400
Vehicle Insurance	19,370
Worker's Comp Experience Modification	41,622
17 - Taser replacement (amortized over 5 years)	5,712
1.4 Sheriff's Service Specialist	127,974
2.0 - Deputy Sheriff (non-relief factor)	472,724
Citizen Patrol Truck	8,415

Budget Justification

GENERAL FUND
POLICE SERVICES
0012000

TITLE/ACCOUNT NUMBER			AMOUNT
Body-worn cameras			27,401
51830 - CONTRACTUAL AGREEMENTS	**Total**		**7,355,000**
52 - MAINT & OPERATIONS Total			**7,356,600**
57 - CAPITAL OUTLAY			
58845 - TECHNOLOGY SYSTEMS			
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd			6,200
58845 - TECHNOLOGY SYSTEMS	**Total**		**6,200**
57 - CAPITAL OUTLAY Total			**6,200**
Grand Total		**$**	**7,362,800**

Senior Center

Jarb Thaipejr
City Manager/Public Works Director

The Senior Center provides programs and services to senior citizens related to health and wellness, personal finances, life skills, computer skills, and the arts, etc. The Center is intended to be a “gathering place” for senior citizens where they can come to meet and socialize with others, gain knowledge about the resources that are available to them, and learn new skills, hobbies, and crafts.

Department Goals

For the Fiscal Year 2024-2025, the Administration Department has set the following goals for the Senior Center Division's Program:

1. Re-establish programs and services for the senior citizens of Loma Linda and visitors.
2. Provide support and assistance to Senior Center Volunteers.
3. Continue a Senior Center nutritional hot lunch program.

Senior Center

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0015500-51110	$0	$0	$1,500	$1,500	0%
UTILITIES	0015500-51120	$15,012	$16,177	$24,900	$26,000	4.4%
REPAIRS & MAINT - BDLGS	0015500-51310	$1,879	$6,516	$6,000	$5,000	-16.7%
REPAIRS & MAINT - GENERAL	0015500-51420	$0	$0	$1,000	$1,000	0%
PRINTING & PUBLISHING	0015500-51500	$0	$0	$100	$100	0%
GENERAL OFFICE	0015500-51540	$106	$42	$700	$700	0%
SOFTWARE AND SOFTWARE LICENSES	0015500-51550	$355	$288	$700	$500	-28.6%
SMALL EQUIPMENT & TOOLS	0015500-51670	$0	$16	$100	$100	0%
PROFESSIONAL SERVICES	0015500-51820	$0	$0	$2,000	$2,000	0%
CONTRACTUAL AGREEMENTS	0015500-51830	$22,726	$23,379	$38,300	$33,400	-12.8%
MATERIALS & OTHER SERVICES	0015500-51870	$0	$1,074	$10,500	$10,500	0%
Total MAINT & OPERATIONS:		$40,078	$47,491	$85,800	$80,800	-5.8%
DEBT SERVICE						
PRINCIPAL - LEASE	0015500-51911	$182	$206	$0	$0	0%
PRINCIPAL - SBITA	0015500-51912	$0	$26	$0	$0	0%
INTEREST - LEASE	0015500-51921	$33	$30	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
INTEREST - SBITA	0015500-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$216	$262	$0	$0	0%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	0015500-58220	$30,365	$0	$0	$0	0%
LEASE ASSET	0015500-58270	$1,127	$0	$0	$0	0%
SBITA ASSET	0015500-58280	$0	$127	$0	$0	0%
TECHNOLOGY SYSTEMS	0015500-58845	$0	$590	$1,200	$2,100	75%
Total CAPITAL OUTLAY:		$31,491	$717	$1,200	$2,100	75%
Total Expense Objects:		$71,785	$48,470	$87,000	$82,900	-4.7%

Budget Justification

GENERAL FUND
SENIOR CENTER
0015500

TITLE/ACCOUNT NUMBER	AMOUNT
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephones	1,500
51110 - COMMUNICATIONS - TELEPHONE Total	**1,500**
51120 - UTILITIES	
Utilities	26,000
51120 - UTILITIES Total	**26,000**
51310 - REPAIRS & MAINT - BDLGS	
General maintenance and purchase of supplies to operate the senior center. maintenance and repairs to AC/heat unit, appliances, safety alarms and equipment, lights, kitchen hood, blinds, armchairs, roll up door and other miscellaneous repairs	5,000
51310 - REPAIRS & MAINT - BDLGS Total	**5,000**
51420 - REPAIRS & MAINT - GENERAL	
Piano tuning twice a year and unanticipated repairs	1,000
51420 - REPAIRS & MAINT - GENERAL Total	**1,000**
51500 - PRINTING & PUBLISHING	
Special print jobs, posters, banners and business cards (senior center manager)	100
51500 - PRINTING & PUBLISHING Total	**100**
51540 - GENERAL OFFICE	
Postage, Xerox paper, desktop printer cartridges and miscellaneous office supplies	700
51540 - GENERAL OFFICE Total	**700**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	500
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**500**
51670 - SMALL EQUIPMENT & TOOLS	
Small Equipment & Tools	100
51670 - SMALL EQUIPMENT & TOOLS Total	**100**
51820 - PROFESSIONAL SERVICES	
DJ services - monthly dances	1,200
Speakers, trainers, and entertainment for various events	800
51820 - PROFESSIONAL SERVICES Total	**2,000**
51830 - CONTRACTUAL AGREEMENTS	
Annual fire alarm and wet risers testing and inspection, halon maintenance, and fire sprinkler system title 19 5-yr inspection	2,400
Annual maintenance of air conditioning	1,000

Budget Justification

GENERAL FUND
SENIOR CENTER
0015500

TITLE/ACCOUNT NUMBER	AMOUNT
Fire extinguisher Maintenance	300
Ice machine annual maintenance	1,100
Janitorial services and special events cleaning	19,900
Pest control service	900
Security system monitoring	700
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	4,100
UL monitoring (FPS) to June 30 ,2024	3,000
51830 - CONTRACTUAL AGREEMENTS Total	**33,400**
51870 - MATERIALS & OTHER SERVICES	
Background check for volunteers	100
First aid and other miscellaneous items	400
Miscellaneous materials, ie. coffee, cups, plates, utensils, etc.	5,000
Miscellaneous refreshment, ie. cake, punch, etc for dances and gift cards for dance volunteers. Funds come from dance donations	5,000
51870 - MATERIALS & OTHER SERVICES Total	**10,500**
52 - MAINT & OPERATIONS Total	**80,800**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	2,100
58845 - TECHNOLOGY SYSTEMS Total	**2,100**
57 - CAPITAL OUTLAY Total	**2,100**
Grand Total	**$ 82,900**

Planning

Lorena Matarrita
Community Development Director

The Planning Division's objectives include preparing and presenting comprehensive reports and recommendations to the Planning Commission and City Council on land use planning programs, projects, and issues, encompassing all elements of the General Plan (May 26, 2009). Staff aims to streamline zoning and subdivision regulations by revising and updating them into a cohesive Development Code. The Division administers these regulations in the context of applications for private property entitlement. Functioning as the Lead Agency, staff oversees the administration of the California Environmental Quality Act (CEQA) and extends environmental assistance and services to other City departments. Vigilantly monitoring proposed legislation at both state and federal levels, staff assess potential impacts on planning and environmental processes. The Division's responsibilities also extend to providing assistance to key committees such as the Planning Commission, Historical Commission, City Council, Trails Development Committee, Administrative Review Committee, and other Ad Hoc Committees as assigned. Moreover, staff is committed to assisting Loma Linda residents, property owners, business entities, and others, ensuring that they understand how to comply with city ordinances, policies, and procedures adopted by the City Council.

Department Goals

For the Fiscal Year 2024-2025, the Community Development Department's Planning Division has identified the following goals:

1. Provide excellent customer service to residents, property owners, business owners, and the development community.
2. Review and process private sector development proposals, and proposed amendments to the General Plan, Development Code, and specific plans as per California state law requirements.
3. Review and process city-initiated proposals, capital improvement projects, and amendments to the General Plan, Development Code, and specific plans that provide public benefits in terms of zoning controls, resource protection, and/or improved public services and needs.
4. Provide excellent support and assistance to city council, commissions, committees, and community boards.

Planning

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011600-50010	$164,351	$126,375	$218,700	$238,700	9.1%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
SALARIES - PART-TIME/TEMPORARY	0011600-50020	$3,644	$1,303	$8,600	$8,600	0%
Total PERSONNEL-SALARIES:		$167,995	$127,678	$227,300	$247,300	8.8%
PERSONNEL-BENEFITS						
BENEFITS	0011600-50500	$70,883	$81,459	$112,800	$117,300	4%
TUITION REIMBURSEMENT	0011600-50550	$0	$405	$5,000	$5,000	0%
Total PERSONNEL-BENEFITS:		$70,883	$81,864	$117,800	$122,300	3.8%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011600-51110	$1,380	$1,220	$2,000	$2,000	0%
UTILITIES	0011600-51120	$4,684	$5,041	$6,000	$6,300	5%
REPAIRS & MAINT - GENERAL	0011600-51420	$0	$0	$100	$100	0%
PRINTING & PUBLISHING	0011600-51500	$73	$476	$5,000	$5,000	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011600-51520	$1,000	$507	$2,000	$2,000	0%
GENERAL OFFICE	0011600-51540	$2,181	$3,862	$5,000	$5,000	0%
SOFTWARE AND SOFTWARE LICENSES	0011600-51550	$1,946	$6,595	$17,100	$15,000	-12.3%
BOOKS & EDUCATIONAL MATERIALS	0011600-51680	$0	$0	$500	$500	0%
TRAVEL MEETINGS & TRAINING	0011600-51810	$3,432	$2,806	$6,500	$7,500	15.4%
PROFESSIONAL SERVICES	0011600-51820	$2,125	$83,505	$40,000	$20,000	-50%
CONTRACTUAL AGREEMENTS	0011600-51830	$7,110	$11,556	$22,000	$20,700	-5.9%
PLANNING COMMISSION	0011600-51835	$499	$0	$3,000	$3,000	0%
LEGAL SERVICES	0011600-51840	$16,938	$13,205	$75,000	$80,000	6.7%
MATERIALS & OTHER SERVICES	0011600-51870	$0	$43	$3,000	$3,000	0%
CONTRIBUTION TO SERVICES	0011600-51880	$2,513	$2,691	$3,000	$3,300	10%
Total MAINT & OPERATIONS:		$43,880	$131,508	$190,200	$173,400	-8.8%
DEBT SERVICE						
PRINCIPAL - LEASE	0011600-51911	$872	$983	$0	$0	0%
PRINCIPAL - SBITA	0011600-51912	$0	$126	$0	$0	0%
INTEREST - LEASE	0011600-51921	$160	$143	$0	$0	0%
INTEREST - SBITA	0011600-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$1,032	$1,254	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011600-58270	$5,391	$0	$0	$0	0%
SBITA ASSET	0011600-58280	$0	$606	$0	$0	0%
TECHNOLOGY SYSTEMS	0011600-58845	$0	$2,824	$6,900	$9,800	42%
Total CAPITAL OUTLAY:		$5,391	$3,430	$6,900	$9,800	42%
Total Expense Objects:		$289,182	$345,733	$542,200	$552,800	2%

Budget Justification

GENERAL FUND
PLANNING
0011600

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Associate Planner - 100%	
Administrative Specialist II - 50%	
Administrative Specialist II - 100%	
Community Development Director - 50%	238,700
50010 - SALARIES REGULAR Total	**238,700**
50020 - SALARIES - PART-TIME/TEMPORARY	
5 Planning Commission Members	
$95 per meeting	
18 Meetings per year	8,600
50020 - SALARIES - PART-TIME/TEMPORARY Total	**8,600**
50 - PERSONNEL - SALARIES Total	**247,300**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	116,400
OPEB Funding Contribution	900
50500 - BENEFITS Total	**117,300**
50550 - TUITION REIMBURSEMENT	
	5,000
50550 - TUITION REIMBURSEMENT Total	**5,000**
51 - PERSONNEL - BENEFITS Total	**122,300**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	2,000
51110 - COMMUNICATIONS - TELEPHONE Total	**2,000**
51120 - UTILITIES	
Utilities	6,300
51120 - UTILITIES Total	**6,300**
51420 - REPAIRS & MAINT - GENERAL	
Repairs and maintenance general	100
51420 - REPAIRS & MAINT - GENERAL Total	**100**
51500 - PRINTING & PUBLISHING	
Publishing of legal hearing notices for Planning Commission, City Council, and other committees	5,000
51500 - PRINTING & PUBLISHING Total	**5,000**

Budget Justification

GENERAL FUND
PLANNING
0011600

TITLE/ACCOUNT NUMBER	AMOUNT
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
APA dues, AICP cert, and other memberships	2,000
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**2,000**
51540 - GENERAL OFFICE	
General Office, Postage for committees, hearings, paper and supplies.	5,000
51540 - GENERAL OFFICE Total	**5,000**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata citywide share of miscellaneous software	11,100
Additional items requested from IT such as Tyler Maintenance, Firewall, and other projects	3,900
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**15,000**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Books and educational material	500
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**500**
51810 - TRAVEL MEETINGS & TRAINING	
Travel, meeting, and training - Planning Conference	7,500
51810 - TRAVEL MEETINGS & TRAINING Total	**7,500**
51820 - PROFESSIONAL SERVICES	
Interim planning services	20,000
51820 - PROFESSIONAL SERVICES Total	**20,000**
51830 - CONTRACTUAL AGREEMENTS	
Pro-rata citywide share of miscellaneous contractual agreements	20,700
51830 - CONTRACTUAL AGREEMENTS Total	**20,700**
51835 - PLANNING COMMISSION	
Training, and other services for Planning Commissioners	3,000
51835 - PLANNING COMMISSION Total	**3,000**
51840 - LEGAL SERVICES	
City attorney time for Planning Commission agendas, staff reports, advise planning staff and special counsel services	18,000
Cost of City's Prosecutor's time for planning issues	2,000
Legal Services for upcoming projects	60,000
51840 - LEGAL SERVICES Total	**80,000**
51870 - MATERIALS & OTHER SERVICES	
Miscellaneous materials and services not included in other accounts	3,000
51870 - MATERIALS & OTHER SERVICES Total	**3,000**
51880 - CONTRIBUTION TO SERVICES	
Contribution to shop - 1.94%	3,300
51880 - CONTRIBUTION TO SERVICES Total	**3,300**
52 - MAINT & OPERATIONS Total	**173,400**

Budget Justification

GENERAL FUND
PLANNING
0011600

TITLE/ACCOUNT NUMBER			AMOUNT
57 - CAPITAL OUTLAY			
58845 - TECHNOLOGY SYSTEMS			
Citywide shared of miscellaneous technology systems			5,000
IT Increase maintenance cost			4,800
58845 - TECHNOLOGY SYSTEMS	**Total**		**9,800**
57 - CAPITAL OUTLAY Total			**9,800**
Grand Total		**$**	**552,800**

Building & Safety

Lorena Matarrita
Community Development Director

The Building and Safety Division's responsibility involves managing the California Building Code in accordance with Loma Linda Municipal Code, Title 15. This includes conducting structural plan checks, issuing building permits, performing inspections, granting clearances for final inspection, and overseeing building occupancy. Additionally, the Division enforces the California Building Code based on complaints and collaborates with other departments for comprehensive code enforcement. Staff stays vigilant by monitoring proposed legislation, any updates to building codes, and reports on building activities. Active participation in the International Conference of Building Officials (ICBO) is also a part of the Division's duties.

Department Goals

For the Fiscal Year 2024-2025, the Community Development Department's Building and Safety Division has identified the following goals:

1. Provide excellent customer service to residents, property owner, business owners, and the development community in terms of building and construction information, plan check services, building permit issuance, and building inspection services.

2. Ensure the safety and welfare of the public by actively enforcing the provisions of the Loma Linda Municipal Code (LLMC), Title 15 and other state and federal codes and regulations, as applicable.

3. Provide special inspections pursuant to the State Housing Code for the City on an as-needed basis.

4. Update and/or replace the City's current storage area network.

Building & Safety

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0011650-50010	$35,688	$64,355	$97,300	$106,000	8.9%
Total PERSONNEL-SALARIES:		$35,688	$64,355	$97,300	$106,000	8.9%
PERSONNEL-BENEFITS						
BENEFITS	0011650-50500	$19,185	$30,821	$40,400	$43,400	7.4%
TUITION REIMBURSEMENT	0011650-50550	$0	$0	$0	$5,000	N/A
Total PERSONNEL-BENEFITS:		$19,185	$30,821	$40,400	$48,400	19.8%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0011650-51110	$0	$0	$200	$200	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
UTILITIES	0011650-51120	$2,810	$3,024	$4,000	$4,300	7.5%
PRINTING & PUBLISHING	0011650-51500	$0	$84	$200	$200	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0011650-51520	$0	$0	$100	$100	0%
GENERAL OFFICE	0011650-51540	$73	$238	$1,000	$1,300	30%
SOFTWARE AND SOFTWARE LICENSES	0011650-51550	$710	$19,293	$30,100	$31,100	3.3%
PROFESSIONAL SERVICES	0011650-51820	$211,881	$154,415	$191,400	$354,900	85.4%
CONTRACTUAL AGREEMENTS	0011650-51830	$3,889	$5,215	$10,000	$9,600	-4%
Total MAINT & OPERATIONS:		$219,363	$182,270	$237,000	$401,700	69.5%
DEBT SERVICE						
PRINCIPAL - LEASE	0011650-51911	$364	$411	$0	$0	0%
PRINCIPAL - SBITA	0011650-51912	$0	$53	$0	$0	0%
INTEREST - LEASE	0011650-51921	$67	$60	$0	$0	0%
INTEREST - SBITA	0011650-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$431	$524	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0011650-58270	$2,253	$0	$0	$0	0%
SBITA ASSET	0011650-58280	$0	$253	$0	$0	0%
TECHNOLOGY SYSTEMS	0011650-58845	$0	$1,180	$2,800	$4,100	46.4%
Total CAPITAL OUTLAY:		$2,253	$1,434	$2,800	$4,100	46.4%
Total Expense Objects:		$276,921	$279,403	$377,500	$560,200	48.4%

Budget Justification

GENERAL FUND
PLANNING - BUILDING & SAFETY
0011650

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Community Development Director - 50%	
Administrative Specialist II - 50%	106,000
50010 - SALARIES REGULAR Total	**106,000**
50 - PERSONNEL - SALARIES Total	**106,000**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	43,000
OPEB Funding Contribution	400
50500 - BENEFITS Total	**43,400**
50550 - TUITION REIMBURSEMENT	
Tuition Reimbursement	5,000
50550 - TUITION REIMBURSEMENT Total	**5,000**
51 - PERSONNEL - BENEFITS Total	**48,400**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Building division share of telephone and communications cost	200
51110 - COMMUNICATIONS - TELEPHONE Total	**200**
51120 - UTILITIES	
Building division share of Civic Center utility cost	4,300
51120 - UTILITIES Total	**4,300**
51500 - PRINTING & PUBLISHING	
Printing for building division	200
51500 - PRINTING & PUBLISHING Total	**200**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Membership dues	100
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**100**
51540 - GENERAL OFFICE	
General office/office furniture	1,300
51540 - GENERAL OFFICE Total	**1,300**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata citywide share of miscellaneous software	31,100
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**31,100**
51820 - PROFESSIONAL SERVICES	

Budget Justification

GENERAL FUND
PLANNING - BUILDING & SAFETY
0011650

TITLE/ACCOUNT NUMBER			AMOUNT
Projected gross building and plan check fees (65%) for contract buildings services per Willdan- based on inspection fees			354,900
51820 - PROFESSIONAL SERVICES	**Total**		**354,900**
51830 - CONTRACTUAL AGREEMENTS			
Pro-rata citywide share of miscellaneous contractual agreements			9,600
51830 - CONTRACTUAL AGREEMENTS	**Total**		**9,600**
52 - MAINT & OPERATIONS Total			**401,700**
57 - CAPITAL OUTLAY			
58845 - TECHNOLOGY SYSTEMS			
Citywide share for miscellaneous technology systems			2,000
IT increase for shared for miscellaneous technology systems			2,100
58845 - TECHNOLOGY SYSTEMS	**Total**		**4,100**
57 - CAPITAL OUTLAY Total			**4,100**
Grand Total		**$**	**560,200**

Code Enforcement

Dan Harker
Fire Chief

The Code Enforcement program is responsible for the application and enforcement of City Codes and ordinances, including but not limited to nuisance and vehicle abatement, signs, and land use and zoning. The Code Enforcement Officer frequently is the first contact that people have with the City and for this reason the program is intended to provide valuable services and assistance to the public.

The Animal Control portion of the program includes enforcement of Loma Linda Municipal Code regulations for stray animals, dog licenses, State mandated rabies control and licensing, injured and dead animal services, and 24-hour emergency services. Animal Control Shelter services are accomplished through a City contract.

Department Goals

For the Fiscal Year 2024-2025, the Fire Department has identified the following goals:

1. Focus on maintaining the overall livability of City neighborhoods and business districts through application and enforcement of the Loma Linda Municipal Code (LLMC).

2. Assist various City departments in support of their respective areas of concern (i.e., land use and zoning for Community Development, business licenses for Finance, neighborhood blight and deterioration for City Administration, assist the Fire Marshal's Office, and coordinate with the San Bernardino Sheriff's Department, as necessary).

3. Provide special attention to and concentrate efforts on specific target properties and/or areas in the City, in order to improve Code compliance and compatibility with the surrounding neighborhoods or the community at large.

4. Provide a basic level of Animal Control service through a shelter contract.

Code Enforcement

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0012050-50010	$98,837	$84,187	$109,500	$115,800	5.8%
SALARIES - OVERTIME	0012050-50110	$27,760	$10,241	$17,300	$16,700	-3.5%
Total PERSONNEL-SALARIES:		$126,597	$94,428	$126,800	$132,500	4.5%
PERSONNEL-BENEFITS						
BENEFITS	0012050-50500	$41,190	$37,286	$50,200	$55,000	9.6%
TUITION REIMBURSEMENT	0012050-50550	$0	$0	$500	$500	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total PERSONNEL-BENEFITS:		$41,190	$37,286	$50,700	$55,500	9.5%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0012050-51110	$1,308	$1,212	$1,300	$1,500	15.4%
UTILITIES	0012050-51120	$0	$0	$1,200	$1,200	0%
EQUIPMENT RENTAL	0012050-51220	$0	$0	$100	$100	0%
REPAIRS & MAINT - AUTO EQUIP	0012050-51410	$1,131	$3,661	$1,500	$1,600	6.7%
PRINTING & PUBLISHING	0012050-51500	$86	$0	$200	$200	0%
GENERAL OFFICE	0012050-51540	$1,864	$512	$500	$500	0%
SOFTWARE AND SOFTWARE LICENSES	0012050-51550	$1,061	$905	$2,800	$3,100	10.7%
UNIFORMS	0012050-51610	$0	$364	$600	$600	0%
UNIFORMS & SAFETY EQUIPMENT	0012050-51620	$586	$457	$500	$500	0%
MOTOR FUELS & LUBRICANTS	0012050-51630	$3,308	$4,172	$4,000	$4,000	0%
SMALL EQUIPMENT & TOOLS	0012050-51670	$661	$517	$500	$500	0%
BOOKS & EDUCATIONAL MATERIALS	0012050-51680	$0	$0	$100	$100	0%
TRAVEL MEETINGS & TRAINING	0012050-51810	$0	$3,358	$3,500	$1,500	-57.1%
PROFESSIONAL SERVICES	0012050-51820	$5,473	$25,891	$8,400	$10,000	19%
CONTRACTUAL AGREEMENTS	0012050-51830	$107,165	$46,443	$51,900	$55,300	6.6%
LEGAL SERVICES	0012050-51840	$0	$280	$1,400	$1,400	0%
MATERIALS & OTHER SERVICES	0012050-51870	$9,515	$12,176	$15,100	$6,000	-60.3%
Total MAINT & OPERATIONS:		$132,158	$99,948	$93,600	$88,100	-5.9%
DEBT SERVICE						
PRINCIPAL - LEASE	0012050 -51911	$544	$614	$0	$0	0%
PRINCIPAL - SBITA	0012050 -51912	$0	$79	$0	$0	0%
INTEREST - LEASE	0012050-51921	$100	$89	$0	$0	0%
INTEREST - SBITA	0012050 -51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$644	$783	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0012050-58270	$3,367	$0	$0	$0	0%
SBITA ASSET	0012050 -58280	$0	$378	$0	$0	0%
TECHNOLOGY SYSTEMS	0012050-58845	$0	$1,763	$3,600	$6,200	72.2%
Total CAPITAL OUTLAY:		$3,367	$2,142	$3,600	$6,200	72.2%
Total Expense Objects:		$303,956	$234,586	$274,700	$282,300	2.8%

Budget Justification

GENERAL FUND
CODE ENFORCEMENT
0012050

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
ACO/CEO - 100%	
Parking Control Officer/ACO - 11.5%	
Fire Marshall II - 5%	
Fire Chief - 2.5%	
Administrative Specialist I - 10%	115,800
50010 - SALARIES REGULAR Total	**115,800**
50110 - SALARIES - OVERTIME	
Authorized overtime	16,700
50110 - SALARIES - OVERTIME Total	**16,700**
50 - PERSONNEL - SALARIES Total	**132,500**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, SS, Life Insurance, Disability Insurance. Cafeteria Plan	54,600
OPEB Funding Contribution	400
50500 - BENEFITS Total	**55,000**
50550 - TUITION REIMBURSEMENT	
Tuition Reimbursement	500
50550 - TUITION REIMBURSEMENT Total	**500**
51 - PERSONNEL - BENEFITS Total	**55,500**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	1,500
51110 - COMMUNICATIONS - TELEPHONE Total	**1,500**
51120 - UTILITIES	
Portion of Civic Center Utilities cost	1,200
51120 - UTILITIES Total	**1,200**
51220 - EQUIPMENT RENTAL	
Equipment rental	100
51220 - EQUIPMENT RENTAL Total	**100**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Repairs and maintenance - Automotive	1,600
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**1,600**
51500 - PRINTING & PUBLISHING	
Printing and publishing	200
51500 - PRINTING & PUBLISHING Total	**200**

Budget Justification

GENERAL FUND
CODE ENFORCEMENT
0012050

TITLE/ACCOUNT NUMBER	AMOUNT
51540 - GENERAL OFFICE	
General Office items and postage	500
51540 - GENERAL OFFICE Total	**500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro-rata share of Microsoft, Office 365, Dot Gov, Crystal Reports, & Screen Connect License	1,500
Inspection software share	1,600
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**3,100**
51610 - UNIFORMS	
Uniform allowance for Code Officer	600
51610 - UNIFORMS Total	**600**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Uniform and safety equipment associated with Code and Animal Control	500
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**500**
51630 - MOTOR FUELS & LUBRICANTS	
Projected cost for fuel and lubricants for Code and Animal Control vehicle	4,000
51630 - MOTOR FUELS & LUBRICANTS Total	**4,000**
51670 - SMALL EQUIPMENT & TOOLS	
Small equipment and miscellaneous tools	500
51670 - SMALL EQUIPMENT & TOOLS Total	**500**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Books and Educational Materials	100
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**100**
51810 - TRAVEL MEETINGS & TRAINING	
Training for Code Officer	1,500
51810 - TRAVEL MEETINGS & TRAINING Total	**1,500**
51820 - PROFESSIONAL SERVICES	
Ticket and violation processing and veterinarian fees	3,500
Donkey mitigation services	6,500
51820 - PROFESSIONAL SERVICES Total	**10,000**
51830 - CONTRACTUAL AGREEMENTS	
Code and Animal Control Database Program	4,500
Support services for copiers, phones virus and web filters, VoIP, data domain Wi-Fi system Hardware support	12,000
Online Animal License processing set up fee	2,000
Online Animal License Processing Fee and Postage	1,200
Animal shelter cost and on-call services	35,600
51830 - CONTRACTUAL AGREEMENTS Total	**55,300**
51840 - LEGAL SERVICES	

Budget Justification

GENERAL FUND
CODE ENFORCEMENT
0012050

TITLE/ACCOUNT NUMBER	AMOUNT
Administrative Hearing cost and Attorney Fees	1,400
51840 - LEGAL SERVICES Total	**1,400**
51870 - MATERIALS & OTHER SERVICES	
Donkey feed and other materials and services	6,000
51870 - MATERIALS & OTHER SERVICES Total	**6,000**
52 - MAINT & OPERATIONS Total	**88,100**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	6,200
58845 - TECHNOLOGY SYSTEMS Total	**6,200**
57 - CAPITAL OUTLAY Total	**6,200**
Grand Total	**$ 282,300**

Parking Control

Dan Harker
Fire Chief

The Parking Control program is responsible for the enforcement of City and State Codes regulating vehicle parking on streets, and the enforcement of fire lane and handicapped parking on private property.

Department Goals

For the Fiscal Year 2024-2025, the Fire Department has identified the following goals:

1. Provide regular and consistent patrolling of City streets in order to facilitate the best use of designated parking areas, for the benefit of the affected businesses, institutions and residents.

2. Provide for routine enforcement of Loma Linda Municipal Code and California Vehicle Code regulations pertaining to parking in residential and commercially-zoned areas.

3. Provide coordination for traffic control during approved special events that utilize city streets, ie., Community Parade, races and walks, triathlons, etc.

4. Review and propose updated parking citation bail schedule.

Parking Control

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0012060-50010	$96,359	$99,559	$104,000	$110,100	5.9%
SALARIES - OVERTIME	0012060-50110	$7,616	$3,071	$6,200	$4,400	-29%
Total PERSONNEL-SALARIES:		$103,976	$102,630	$110,200	$114,500	3.9%
PERSONNEL-BENEFITS						
BENEFITS	0012060-50500	$60,441	$65,388	$51,100	$58,900	15.3%
TUITION REIMBURSEMENT	0012060-50550	$0	$0	$800	$800	0%
Total PERSONNEL-BENEFITS:		$60,441	$65,388	$51,900	$59,700	15%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0012060-51110	$1,157	$1,212	$800	$800	0%
UTILITIES	0012060-51120	$1,405	$1,512	$1,500	$2,000	33.3%
REPAIRS & MAINT - AUTO EQUIP	0012060-51410	$104	$128	$1,000	$1,000	0%
REPAIRS & MAINT - GENERAL	0012060-51420	$0	$0	$100	$100	0%
PRINTING & PUBLISHING	0012060-51500	$1,512	$1,865	$3,400	$3,400	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0012060-51520	$0	$0	$200	$200	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
GENERAL OFFICE	0012060-51540	$286	$82	$400	$400	0%
SOFTWARE AND SOFTWARE LICENSES	0012060-51550	$14,472	$2,150	$15,400	$15,200	-1.3%
UNIFORMS	0012060-51610	$598	$573	$600	$600	0%
UNIFORMS & SAFETY EQUIPMENT	0012060-51620	$35	$76	$100	$100	0%
MOTOR FUELS & LUBRICANTS	0012060-51630	$404	$1,173	$1,000	$1,000	0%
SMALL EQUIPMENT & TOOLS	0012060-51670	$183	$0	$1,700	$200	-88.2%
BOOKS & EDUCATIONAL MATERIALS	0012060-51680	$131	$125	$200	$300	50%
TRAVEL MEETINGS & TRAINING	0012060-51810	$1,273	$0	$2,500	$1,500	-40%
PROFESSIONAL SERVICES	0012060-51820	$1,025	$50	$1,000	$1,000	0%
CONTRACTUAL AGREEMENTS	0012060-51830	$34,725	$39,218	$48,800	$50,200	2.9%
LEGAL SERVICES	0012060-51840	$0	$0	$500	$500	0%
MATERIALS & OTHER SERVICES	0012060-51870	$214	$33	$1,200	$1,200	0%
Total MAINT & OPERATIONS:		$57,524	$48,197	$80,400	$79,700	-0.9%
DEBT SERVICE						
PRINCIPAL - LEASE	0012060-51911	$518	$585	$0	$0	0%
PRINCIPAL - SBITA	0012060-51912	$0	$75	$0	$0	0%
INTEREST - LEASE	0012060-51921	$95	$85	$0	$0	0%
INTEREST - SBITA	0012060-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$613	$745	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0012060-58270	$3,205	$0	$0	$0	0%
SBITA ASSET	0012060-58280	$0	$360	$0	$0	0%
TECHNOLOGY SYSTEMS	0012060-58845	$0	$1,679	$3,500	$5,900	68.6%
Total CAPITAL OUTLAY:		$3,205	$2,039	$3,500	$5,900	68.6%
Total Expense Objects:		$225,759	$219,001	$246,000	$259,800	5.6%

Budget Justification

GENERAL FUND
PARKING CONTROL
0012060

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Fire Chief - 2.5%	
Fire Marshall II - 5%	
Parking Control/Animal Control Officer - 88.5%	
Administrative Specialist I - 25%	
Executive Aide - 5%	110,100
50010 - SALARIES REGULAR Total	**110,100**
50110 - SALARIES - OVERTIME	
Authorized overtime	4,400
50110 - SALARIES - OVERTIME Total	**4,400**
50 - PERSONNEL - SALARIES Total	**114,500**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	58,500
OPEB Funding Contribution	400
50500 - BENEFITS Total	**58,900**
50550 - TUITION REIMBURSEMENT	
Tuition Reimbursement	800
50550 - TUITION REIMBURSEMENT Total	**800**
51 - PERSONNEL - BENEFITS Total	**59,700**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Parking Control portion of Civic Center telephone costs	800
51110 - COMMUNICATIONS - TELEPHONE Total	**800**
51120 - UTILITIES	
Parking Control portion of Civic Center utilities	2,000
51120 - UTILITIES Total	**2,000**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Service and repair of pick-up truck	1,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**1,000**
51420 - REPAIRS & MAINT - GENERAL	
Service and repair of radios, sirens and miscellaneous equipment	100
51420 - REPAIRS & MAINT - GENERAL Total	**100**
51500 - PRINTING & PUBLISHING	
Parking program printing costs (permits, tickets, ticket holders, etc.)	3,400

Budget Justification

GENERAL FUND
PARKING CONTROL
0012060

TITLE/ACCOUNT NUMBER	AMOUNT
51500 - PRINTING & PUBLISHING Total	**3,400**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
California Public Parking Association membership	200
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**200**
51540 - GENERAL OFFICE	
Office supplies and postage	400
51540 - GENERAL OFFICE Total	**400**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Mobile Pro device license	700
Parking Permit Management software license	10,000
Parking permit manager software	3,100
Pro-rata share of Microsoft, Office 365, Dot Gov, Crystal Reports, & Screen Connect License	1,400
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**15,200**
51610 - UNIFORMS	
Uniform allowance for Parking Control Officer	600
51610 - UNIFORMS Total	**600**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Miscellaneous safety equipment	100
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**100**
51630 - MOTOR FUELS & LUBRICANTS	
Motor fuels and lubricants for Parking Control vehicle	1,000
51630 - MOTOR FUELS & LUBRICANTS Total	**1,000**
51670 - SMALL EQUIPMENT & TOOLS	
Small tools and equipment	200
51670 - SMALL EQUIPMENT & TOOLS Total	**200**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Publications and codes (Vehicle Code, etc.)	300
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**300**
51810 - TRAVEL MEETINGS & TRAINING	
Training, seminars, meetings and conferences of professional organizations	1,500
51810 - TRAVEL MEETINGS & TRAINING Total	**1,500**
51820 - PROFESSIONAL SERVICES	
Towing expenses	1,000
51820 - PROFESSIONAL SERVICES Total	**1,000**
51830 - CONTRACTUAL AGREEMENTS	
Delinquent parking ticket recovery program	8,700
Online permit issuance and USPS First Class postage fees	7,500

Budget Justification

GENERAL FUND
PARKING CONTROL
0012060

TITLE/ACCOUNT NUMBER		AMOUNT
Parking permit management		9,300
San Bernardino Sheriff's Department dispatch service contract for the parking control officer (PCO)		13,300
Support services for copiers, phones, virus and web filters, VoIP, data domain, Wi-Fi system, hardware, servers, and extreme switches		11,400
51830 - CONTRACTUAL AGREEMENTS	**Total**	**50,200**
51840 - LEGAL SERVICES		
Attorney fees		500
51840 - LEGAL SERVICES	**Total**	**500**
51870 - MATERIALS & OTHER SERVICES		
Miscellaneous items (batteries, ribbons, baggies, etc.)		300
Mobile device for parking citation program		200
Traffic control support costs for races, walks, etc.		700
51870 - MATERIALS & OTHER SERVICES	**Total**	**1,200**
52 - MAINT & OPERATIONS Total		**79,700**
57 - CAPITAL OUTLAY		
58845 - TECHNOLOGY SYSTEMS		
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements		5,900
58845 - TECHNOLOGY SYSTEMS	**Total**	**5,900**
57 - CAPITAL OUTLAY Total		**5,900**
Grand Total	**$**	**259,800**

Fire Prevention

Dan Harker
Fire Chief

The Fire Prevention program strives to prevent or reduce the incidence of fire throughout the City, through weed abatement, fire and life safety occupancy inspections, fire protection plan check and inspection services, fire investigations and public fire safety education.

Department Goals

For the Fiscal Year 2024-2025, the Fire Department has identified the following goals:

1. Continue to be actively involved in the prevention or mitigation of fire and other life-safety hazards throughout the city.
2. Provide ongoing cooperation and support for the fire and life safety education programs conducted by Loma Linda University Environmental Health & Safety.
3. Provide ongoing fire/life safety inspections for all occupancies throughout the City.
4. Support development and building activities in the City through the ongoing plan check and inspection program.
5. Continue to implement and refine changes to Engine Company inspection process.
6. Continue to provide public education through social media platforms.

Fire Prevention

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0012070-50010	$136,317	$157,084	$173,500	$184,800	6.5%
SALARIES - OVERTIME	0012070-50110	$27,040	$16,058	$27,200	$16,900	-37.9%
Total PERSONNEL-SALARIES:		$163,357	$173,143	$200,700	$201,700	0.5%
PERSONNEL-BENEFITS						
BENEFITS	0012070-50500	$85,199	$79,795	$72,900	$84,700	16.2%
TUITION REIMBURSEMENT	0012070-50550	$360	$3,585	$6,400	$6,400	0%
Total PERSONNEL-BENEFITS:		$85,559	$83,380	$79,300	$91,100	14.9%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0012070-51110	$654	$606	$700	$700	0%
UTILITIES	0012070-51120	$2,342	$2,520	$2,500	$2,500	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
REPAIRS & MAINT - AUTO EQUIP	0012070-51410	$1,783	$2,078	$6,200	$2,200	-64.5%
REPAIRS & MAINT - GENERAL	0012070-51420	$0	$0	$200	$200	0%
PRINTING & PUBLISHING	0012070-51500	$0	$583	$2,000	$2,000	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0012070-51520	$2,626	$1,958	$2,500	$2,500	0%
GENERAL OFFICE	0012070-51540	$1,144	$3,260	$1,000	$1,000	0%
SOFTWARE AND SOFTWARE LICENSES	0012070-51550	$4,907	$6,391	$12,000	$11,900	-0.8%
UNIFORMS	0012070-51610	$2,260	$580	$1,000	$1,000	0%
UNIFORMS & SAFETY EQUIPMENT	0012070-51620	$12	$0	$100	$200	100%
MOTOR FUELS & LUBRICANTS	0012070-51630	$3,810	$3,533	$4,500	$4,500	0%
SMALL EQUIPMENT & TOOLS	0012070-51670	$804	$20	$2,500	$2,500	0%
BOOKS & EDUCATIONAL MATERIALS	0012070-51680	$1,534	$1,958	$4,000	$4,000	0%
TRAVEL MEETINGS & TRAINING	0012070-51810	$5,219	$5,601	$10,100	$5,000	-50.5%
PROFESSIONAL SERVICES	0012070-51820	$42,250	$42,925	$77,900	$57,900	-25.7%
CONTRACTUAL AGREEMENTS	0012070-51830	$5,106	$10,605	$18,500	$18,800	1.6%
LEGAL SERVICES	0012070-51840	$0	$0	$1,000	$1,000	0%
MATERIALS & OTHER SERVICES	0012070-51870	$97	$6	$500	$500	0%
Total MAINT & OPERATIONS:		$74,546	$82,625	$147,200	$118,400	-19.6%
DEBT SERVICE						
PRINCIPAL - LEASE	0012070-51911	$1,588	$585	$0	$0	0%
PRINCIPAL - SBITA	0012070-51912	$0	$75	$0	$0	0%
INTEREST - LEASE	0012070-51921	$292	$85	$0	$0	0%
INTEREST - SBITA	0012070-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$1,879	$745	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0012070-58270	$9,819	$0	$0	$0	0%
SBITA ASSET	0012070-58280	$0	$360	$0	$0	0%
TECHNOLOGY SYSTEMS	0012070-58845	$0	$1,679	$3,500	$5,900	68.6%
Total CAPITAL OUTLAY:		$9,819	$2,039	$3,500	$5,900	68.6%
Total Expense Objects:		$335,160	$341,932	$430,700	$417,100	-3.2%

Budget Justification

GENERAL FUND
FIRE PREVENTION
0012070

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Fire Chief - 7.5%	
Fire Marshal II - 40%	
Fire Prevention Inspector - 85%	
Administrative Specialist I - 10%	
Executive Aide - 5%	184,800
50010 - SALARIES REGULAR Total	**184,800**
50110 - SALARIES - OVERTIME	
Authorized overtime	16,900
50110 - SALARIES - OVERTIME Total	**16,900**
50 - PERSONNEL - SALARIES Total	**201,700**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	84,000
OPEB Funding Contribution	700
50500 - BENEFITS Total	**84,700**
50550 - TUITION REIMBURSEMENT	
Fire Marshall I, Fire Prevention Officer, Admin I tuition reimbursement	6,400
50550 - TUITION REIMBURSEMENT Total	**6,400**
51 - PERSONNEL - BENEFITS Total	**91,100**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Fire Prevention portion of Civic Center telephone costs	700
51110 - COMMUNICATIONS - TELEPHONE Total	**700**
51120 - UTILITIES	
Fire Prevention portion of Civic Center utilities	2,500
51120 - UTILITIES Total	**2,500**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Service and repair of Fire Prevention vehicles	2,200
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**2,200**
51420 - REPAIRS & MAINT - GENERAL	
Service and repair of radios, sirens and miscellaneous equipment	200
51420 - REPAIRS & MAINT - GENERAL Total	**200**
51500 - PRINTING & PUBLISHING	
Printing and materials for Fire Prevention activities	2,000

Budget Justification

GENERAL FUND
FIRE PREVENTION
0012070

TITLE/ACCOUNT NUMBER	AMOUNT
51500 - PRINTING & PUBLISHING Total	**2,000**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Membership in Fire Prevention, Building and Public Information Officer Associations, and related professional publications	2,500
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**2,500**
51540 - GENERAL OFFICE	
Office supplies and postage	1,000
51540 - GENERAL OFFICE Total	**1,000**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Fire Prevention inspection software	4,200
Pro-rata share of Microsoft, Office 365, Dot Gov, Crystal Reports, & Screen Connect License	5,500
Background check software	2,200
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**11,900**
51610 - UNIFORMS	
Uniform allowance for Fire Prevention Inspector	600
Uniform items for Fire Intern	400
51610 - UNIFORMS Total	**1,000**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Miscellaneous safety equipment	200
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**200**
51630 - MOTOR FUELS & LUBRICANTS	
Motor fuels and lubricants	4,500
51630 - MOTOR FUELS & LUBRICANTS Total	**4,500**
51670 - SMALL EQUIPMENT & TOOLS	
Small tools and equipment	1,000
PC for Fire Inspector	1,500
51670 - SMALL EQUIPMENT & TOOLS Total	**2,500**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Education materials for Fire Prevention Week	1,000
Publications and codes (Building and Fire Codes, etc.)	3,000
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**4,000**
51810 - TRAVEL MEETINGS & TRAINING	
Community CPR and AED supplies	1,000
Training, seminars, meetings and conferences of professional organizations	4,000
51810 - TRAVEL MEETINGS & TRAINING Total	**5,000**
51820 - PROFESSIONAL SERVICES	
Abatement/Condemned properties	2,500

Budget Justification

GENERAL FUND
FIRE PREVENTION
0012070

TITLE/ACCOUNT NUMBER	AMOUNT
Background check services for Intern	400
Plan check services	30,000
Weed abatement	25,000
51820 - PROFESSIONAL SERVICES Total	**57,900**
51830 - CONTRACTUAL AGREEMENTS	
Administrative citation management	800
Consulting fees for GPS weed abatement system	3,500
Permitting annual license fire prevention share	1,600
Support services for copiers, phones, virus and web filters, VoIP, data domain, Wi-Fi system, hardware, servers, and extreme switches	12,900
51830 - CONTRACTUAL AGREEMENTS Total	**18,800**
51840 - LEGAL SERVICES	
Attorney fees	1,000
51840 - LEGAL SERVICES Total	**1,000**
51870 - MATERIALS & OTHER SERVICES	
Miscellaneous expenses	500
51870 - MATERIALS & OTHER SERVICES Total	**500**
52 - MAINT & OPERATIONS Total	**118,400**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	5,900
58845 - TECHNOLOGY SYSTEMS Total	**5,900**
57 - CAPITAL OUTLAY Total	**5,900**
Grand Total	**$ 417,100**

Fire & Rescue Services

Dan Harker
Fire Chief

The Fire & Rescue Services program is comprised of full-time (career) personnel who are trained to provide 24-hour response to fires, emergency medical, rescue and hazardous material incidents. Included is the provision of dispatch and communication services through the CONFIRE JPA, of which Loma Linda is a member.

Department Goals

For the Fiscal Year 2024-2025, the Fire Department has identified the following goals:

1. Provide sufficient qualified on-duty staffing to cover three response units 24/7/365.
2. Reduce overall response times to incidents city-wide.
3. Develop a succession plan and facilitate professional development.
4. Coordinate with local businesses and care facilities to provide CPR and first aid training.
5. Continue process of updating Fire Department policies and Standard Operating Procedures.
6. Work with LLUH to optimize EMS responses and survivability of patients.

Fire & Rescue Services

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0012110-50010	$3,189,160	$3,435,395	$3,933,400	$4,027,900	2.4%
SALARIES - OVERTIME	0012110-50110	$1,875,935	$1,926,824	$1,299,400	$1,000,000	-23%
Total PERSONNEL-SALARIES:		$5,065,095	$5,362,219	$5,232,800	$5,027,900	-3.9%
PERSONNEL-BENEFITS						
BENEFITS	0012110-50500	$1,719,914	$1,889,689	$1,605,000	$1,794,900	11.8%
TUITION REIMBURSEMENT	0012110-50550	$0	$2,100	$2,600	$900	-65.4%
Total PERSONNEL-BENEFITS:		$1,719,914	$1,891,789	$1,607,600	$1,795,800	11.7%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0012110-51110	$2,153	$1,947	$4,500	$6,600	46.7%
UTILITIES	0012110-51120	$28,973	$38,889	$42,300	$42,300	0%
REPAIRS & MAINT - CAPITAL FAC	0012110-51300	$17,259	$23,662	$42,600	$27,900	-34.5%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
REPAIRS & MAINT - BDLGS	0012110-51310	$20,498	$9,773	$12,000	$13,100	9.2%
REPAIRS & MAINT - AUTO EQUIP	0012110-51410	$109,268	$180,281	$135,500	$95,500	-29.5%
REPAIRS & MAINT - GENERAL	0012110-51420	$1,576	$8,676	$13,500	$15,000	11.1%
PRINTING & PUBLISHING	0012110-51500	$941	$42	$4,500	$4,900	8.9%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0012110-51520	$2,789	$7,021	$6,000	$6,000	0%
FEES/PERMITS/LICENSES	0012110-51530	$8,938	$7,462	$11,500	$12,900	12.2%
GENERAL OFFICE	0012110-51540	$5,038	$5,222	$5,000	$5,000	0%
SOFTWARE AND SOFTWARE LICENSES	0012110-51550	$14,694	$12,622	$15,500	$16,500	6.5%
UNIFORMS	0012110-51610	$597	$375	$6,500	$5,600	-13.8%
UNIFORMS & SAFETY EQUIPMENT	0012110-51620	$52,117	$49,648	$74,500	$59,700	-19.9%
MOTOR FUELS & LUBRICANTS	0012110-51630	$51,692	$45,392	$50,000	$50,000	0%
SMALL EQUIPMENT & TOOLS	0012110-51670	$14,530	$17,459	$20,600	$22,000	6.8%
BOOKS & EDUCATIONAL MATERIALS	0012110-51680	$201	$1,174	$1,500	$1,500	0%
TRAVEL MEETINGS & TRAINING	0012110-51810	$33,381	$25,717	$58,100	$40,000	-31.2%
PROFESSIONAL SERVICES	0012110-51820	$28,226	$35,597	$68,100	$78,900	15.9%
CONTRACTUAL AGREEMENTS	0012110-51830	$403,413	$398,887	$477,000	$532,200	11.6%
LEGAL SERVICES	0012110-51840	$0	$648	$1,000	$1,000	0%
INSURANCE	0012110-51860	$438,972	$434,804	$495,900	$595,300	20%
EMS SUPPLIES	0012110-51865	$11,888	$9,582	$17,000	$17,000	0%
MATERIALS & OTHER SERVICES	0012110-51870	$16,568	$14,929	$14,200	$31,500	121.8%
CONTRIBUTION TO SERVICES	0012110-51880	$15,637	$16,917	$18,800	$21,200	12.8%
Total MAINT & OPERATIONS:		$1,279,349	$1,346,725	$1,596,100	$1,701,600	6.6%
DEBT SERVICE						
PRINCIPAL - LEASE	0012110 -51911	$0	$1,206	$0	$0	0%
PRINCIPAL - SBITA	0012110 -51912	$0	$155	$0	$0	0%
INTEREST - LEASE	0012110 -51921	$0	$175	$0	$0	0%
INTEREST - SBITA	0012110 -51922	$0	$2	$0	$0	0%
Total DEBT SERVICE:		$0	$1,537	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	0012110-58210	$21,475	$168,070	$213,200	$0	-100%
MACHINERY & EQUIPMENT	0012110-58220	$73,395	$27,161	$345,900	$10,000	-97.1%
GENERAL CAPITAL IMPROVEMENTS	0012110-58240	$24,985	$12,507	$52,500	$40,000	-23.8%
SBITA ASSET	0012110 -58280	$0	$743	$0	$0	0%
TECHNOLOGY SYSTEMS	0012110-58845	$0	$3,463	$7,000	$12,100	72.9%
Total CAPITAL OUTLAY:		$119,854	$211,945	$618,600	$62,100	-90%
Total Expense Objects:		$8,184,212	$8,814,215	$9,055,100	$8,587,400	-5.2%

Budget Justification

GENERAL FUND
FIRE & RESCUE SERVICES
0012110

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Fire Chief - 80%	
Fire Marshall II- 15%	
3 - Fire Battalion Chief - 100%	
6 - Fire Captain - 100%	
9 - Fire Engineer - 100%	
9 - Firefighter/Paramedic - 100%	
Executive Aide - 85%	
Administrative Specialist I - 2.5%	4,027,900
50010 - SALARIES REGULAR Total	**4,027,900**
50110 - SALARIES - OVERTIME	
Authorized overtime	1,000,000
50110 - SALARIES - OVERTIME Total	**1,000,000**
50 - PERSONNEL - SALARIES Total	**5,027,900**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	1,782,500
OPEB Funding Contribution	12,400
50500 - BENEFITS Total	**1,794,900**
50550 - TUITION REIMBURSEMENT	
Tuition Reimbursement	900
50550 - TUITION REIMBURSEMENT Total	**900**
51 - PERSONNEL - BENEFITS Total	**1,795,800**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Fire Operations Division portion of Civic Center telephone costs, plus off-premises circuits for radio, CAD, security, fire alarms, and City after-hours telephone line to Community Center	5,000
Fuel Management System cellular service for communication data	1,600
51110 - COMMUNICATIONS - TELEPHONE Total	**6,600**
51120 - UTILITIES	
Fire station utilities and Fire administration portion of Civic Center costs	42,300
51120 - UTILITIES Total	**42,300**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Annual monitoring and maintenance on Fire Alarm System for both stations	1,500
Annual servicing for apparatus bay doors	3,300
Annual servicing for fuel pumps and tanks	2,000
Breathing air systems maintenance	3,000

Budget Justification

GENERAL FUND
FIRE & RESCUE SERVICES
0012110

TITLE/ACCOUNT NUMBER	AMOUNT
Diesel exhaust system maintenance and repair	2,200
Emergency generator service	1,400
Fire hydrant maintenance	600
HVAC service and maintenance	2,400
Landscape maintenance for 9/11 Memorial	2,700
Load test bank generators at Station 251 and 252	2,900
Parts and service for air compressors	1,200
Replacement parts for apparatus bay doors	2,200
Tree trimming for Station 252	2,500
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**27,900**
51310 - REPAIRS & MAINT - BDLGS	
Annual extinguisher service for Station 251 and 252	600
Miscellaneous fire station repairs and maintenance	12,500
51310 - REPAIRS & MAINT - BDLGS Total	**13,100**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Aerial and ground ladder annual certification	2,500
Deionized water tank rental & regeneration fees	5,100
Repairs and maintenance of fire apparatus and staff and support vehicles	75,900
Replacement tires	12,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**95,500**
51420 - REPAIRS & MAINT - GENERAL	
Annual SCBA flow testing	5,500
Gas monitor testing and maintenance	800
Holmatro annual service	2,300
Radio repair and service	2,200
Repair and service portable equipment	2,800
Repair of headsets	1,400
51420 - REPAIRS & MAINT - GENERAL Total	**15,000**
51500 - PRINTING & PUBLISHING	
Printing cost for fire, rescue, and EMS activities; legal and job announcements	2,600
Promotional materials for EMS fee for service program	2,300
51500 - PRINTING & PUBLISHING Total	**4,900**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Drayson Center membership for on-duty shift personnel	2,700
Membership and dues in various professional organizations and subscriptions to professional journals and publications	3,300
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**6,000**
51530 - FEES/PERMITS/LICENSES	
AQMD fees for emissions, hot spot and fuel tanks	1,700
CUPA hazardous materials handler permit	700
DMV licenses and HazMat/DOJ certifications	2,800
EMS recertification fees	3,800

Budget Justification

GENERAL FUND
FIRE & RESCUE SERVICES
0012110

TITLE/ACCOUNT NUMBER	AMOUNT
ICEMA ALS certification and administration fee	3,500
Wash rack sediment testing and transport	400
51530 - FEES/PERMITS/LICENSES Total	**12,900**
51540 - GENERAL OFFICE	
Office supplies and postage	5,000
51540 - GENERAL OFFICE Total	**5,000**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Annual license fee for Performance Management software	2,400
ESRI Annual license fee	3,400
Pro-rata share of Microsoft, Office 365, Dot Gov, Crystal Reports, & Screen Connect License	2,900
Standard Operation Procedures (SOP) Manual Software	7,800
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**16,500**
51610 - UNIFORMS	
Uniform for Executive Aide	600
Uniform upgrade items for staff promotions	5,000
51610 - UNIFORMS Total	**5,600**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Ongoing replacement of safety clothing, turnout gear, wildland clothing and fire shelters, foot gear, gloves, helmets and goggles, etc.	38,700
Turnouts (five sets)	21,000
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**59,700**
51630 - MOTOR FUELS & LUBRICANTS	
Projected costs for fuel and lubricants for the apparatus and staff and support vehicles	50,000
51630 - MOTOR FUELS & LUBRICANTS Total	**50,000**
51670 - SMALL EQUIPMENT & TOOLS	
Replacement fire hose	5,000
Replacement of small tools	7,000
Fitness equipment	10,000
51670 - SMALL EQUIPMENT & TOOLS Total	**22,000**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Training manuals, fire and life safety codes, hazardous material response guides, etc.	1,500
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**1,500**
51810 - TRAVEL MEETINGS & TRAINING	
Incident logistics	11,000
Leadership development course	2,500

Budget Justification

GENERAL FUND
FIRE & RESCUE SERVICES
0012110

TITLE/ACCOUNT NUMBER	AMOUNT
Mandated training for HazMat, confined space rescue, truck academy, fire investigation, Command Leader Academy, Microsoft Excel course, etc.	10,000
OSHA mandated safety training and tracking (Target Solutions)	3,700
Roof and forcible entry props, training materials/supplies	3,800
Seminars, conferences and meetings of professional organizations	9,000
51810 - TRAVEL MEETINGS & TRAINING Total	**40,000**
51820 - PROFESSIONAL SERVICES	
Alcohol and drug testing	2,000
Department of Justice EMS background checks	600
Department physicals, blood work & Cancer screening	55,000
HazMat physicals	1,000
Hepatitis B titers, vaccinations and TB testing	2,000
Hiring, promotional exams and background investigations	3,000
Medical Director - EMS	10,000
Fire Department mobile application annual support fee	5,300
51820 - PROFESSIONAL SERVICES Total	**78,900**
51830 - CONTRACTUAL AGREEMENTS	
Annual maintenance on ice machine	1,100
Base station radio service	2,300
Behavioral health and wellness services	7,900
Confire (Dispatch/CAD/Geofile/800Mhz Radios), 88% share. Cost-shared with 05-3500 (4%) and 65-7020 (8%)	312,400
Copiers, phone support services, data domain, com vault, hardware support, server support, and extreme switches	23,600
EMS supplies vending machine	1,800
Maintenance and service for 4 Lifepak 15 Defibrillators/Monitors	7,000
Maintenance and service for AEDs located in the Civic Center, Senior Center and Corp Yard	3,400
Medical billing agency	15,000
Pest control service station 252	3,600
SCBA and N95 Fit testing	1,600
Time Warner Cable - shared cost for Civic Center	3,200
Wildland Fire Protection Services - CDF	107,300
San Bernardino County ITD Radio Contract	34,000
Janitorial services for the Emergency Operations Center	8,000
51830 - CONTRACTUAL AGREEMENTS Total	**532,200**
51840 - LEGAL SERVICES	
Attorney fees	1,000
51840 - LEGAL SERVICES Total	**1,000**
51860 - INSURANCE	
All Risk property and vehicle insurance	29,000
General liability insurance	38,800

Budget Justification

GENERAL FUND
FIRE & RESCUE SERVICES
0012110

TITLE/ACCOUNT NUMBER	AMOUNT
Pollution Liability Insurance	900
Worker's compensation insurance	526,600
51860 - INSURANCE Total	**595,300**
51865 - EMS SUPPLIES	
EMS supplies (replaceables and equipment)	17,000
51865 - EMS SUPPLIES Total	**17,000**
51870 - MATERIALS & OTHER SERVICES	
Class "A" foam - 110 gallons	3,500
Miscellaneous items, e.g., laundry service, flares, shop rags and cloths, photographic supplies, etc.	12,000
Dorm Mattresses	6,000
Emotional support dog for fire department	10,000
51870 - MATERIALS & OTHER SERVICES Total	**31,500**
51880 - CONTRIBUTION TO SERVICES	
Contribution to Shop - 12.30%	21,200
51880 - CONTRIBUTION TO SERVICES Total	**21,200**
52 - MAINT & OPERATIONS Total	**1,701,600**
57 - CAPITAL OUTLAY	
58220 - MACHINERY & EQUIPMENT	
HVAC replacement for Station 251 kitchen	10,000
58220 - MACHINERY & EQUIPMENT Total	**10,000**
58240 - GENERAL CAPITAL IMPROVEMENTS	
Fire Station 251 kitchen remodel	40,000
58240 - GENERAL CAPITAL IMPROVEMENTS Total	**40,000**
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	12,100
58845 - TECHNOLOGY SYSTEMS Total	**12,100**
57 - CAPITAL OUTLAY Total	**62,100**
Grand Total	**$ 8,587,400**

Disaster Preparedness

Dan Harker
Fire Chief

The Disaster Preparedness program encompasses planning, decision-making, and assignment of available resources to mitigate, prepare for, respond to, and recover from the effects of all hazards. The Emergency Services Coordinator is responsible for filing disaster claims with the county, state, and Federal governments.

Department Goals

For the Fiscal Year 2024-2025, the Fire Department has identified the following goals:

1. Ensure readiness of the City's Emergency Operations Center (EOC) and Department Operation Centers (DOC).
2. Enhance the technological capabilities of the EOC.
3. Provide EOC training and exercises for City staff.
4. Develop Department Emergency Operations for each city department.
5. Provide Emergency Preparedness training for city residents, business, schools, and organizations in emergency preparedness.
6. Collaborate with Loma Linda Medical Center, VA Hospital, Loma Linda University in emergency response planning.
7. Manage grant funding for the Fire Department Emergency Services.

Disaster Preparedness

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0012130-50010	$103,820	$92,401	$97,200	$104,900	7.9%
SALARIES - OVERTIME	0012130-50110	$27,604	$12,352	$17,000	$16,600	-2.4%
Total PERSONNEL-SALARIES:		$131,424	$104,752	$114,200	$121,500	6.4%
PERSONNEL-BENEFITS						
BENEFITS	0012130-50500	$51,786	$52,570	$39,900	$49,000	22.8%
TUITION REIMBURSEMENT	0012130-50550	$0	$0	$2,700	$2,700	0%
Total PERSONNEL-BENEFITS:		$51,786	$52,570	$42,600	$51,700	21.4%
MAINT & OPERATIONS						

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
COMMUNICATIONS - TELEPHONE	0012130-51110	$2,913	$5,284	$6,700	$12,000	79.1%
UTILITIES	0012130-51120	$5,620	$6,049	$5,800	$12,800	120.7%
REPAIRS & MAINT - BDLGS	0012130-51310	$2,786	$4,140	$5,000	$0	-100%
REPAIRS & MAINT - AUTO EQUIP	0012130-51410	$846	$30	$500	$700	40%
REPAIRS & MAINT - GENERAL	0012130-51420	$0	$0	$1,800	$1,800	0%
PRINTING & PUBLISHING	0012130-51500	$0	$0	$1,000	$1,000	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0012130-51520	$28	$75	$200	$200	0%
GENERAL OFFICE	0012130-51540	$122	$143	$400	$400	0%
SOFTWARE AND SOFTWARE LICENSES	0012130-51550	$3,594	$3,389	$9,200	$9,000	-2.2%
UNIFORMS	0012130-51610	$499	$376	$0	$0	0%
MOTOR FUELS & LUBRICANTS	0012130-51630	$444	$295	$500	$500	0%
SMALL EQUIPMENT & TOOLS	0012130-51670	$34,457	$37,249	$13,000	$6,000	-53.8%
BOOKS & EDUCATIONAL MATERIALS	0012130-51680	$0	$0	$1,000	$1,000	0%
TRAVEL MEETINGS & TRAINING	0012130-51810	$671	$386	$2,000	$2,000	0%
PROFESSIONAL SERVICES	0012130-51820	$0	$5,300	$15,300	$27,000	76.5%
CONTRACTUAL AGREEMENTS	0012130-51830	$3,925	$44,761	$24,300	$13,400	-44.9%
MATERIALS & OTHER SERVICES	0012130-51870	$888	$315	$500	$500	0%
Total MAINT & OPERATIONS:		$56,792	$107,791	$87,200	$88,300	1.3%
DEBT SERVICE						
PRINCIPAL - LEASE	0012130-51911	$562	$634	$0	$0	0%
PRINCIPAL - SBITA	0012130-51912	$0	$81	$0	$0	0%
INTEREST - LEASE	0012130-51921	$103	$92	$0	$0	0%
INTEREST - SBITA	0012130-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$665	$808	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	0012130-58210	$0	$137,128	$0	$0	0%
MACHINERY & EQUIPMENT	0012130-58220	$0	$13,803	$6,500	$0	-100%
LEASE ASSET	0012130-58270	$3,474	$0	$0	$0	0%
SBITA ASSET	0012130-58280	$0	$390	$0	$0	0%
TECHNOLOGY SYSTEMS	0012130-58845	$0	$1,819	$3,700	$6,400	73%
Total CAPITAL OUTLAY:		$3,474	$153,140	$10,200	$6,400	-37.3%
Total Expense Objects:		$244,142	$419,062	$254,200	$267,900	5.4%

Budget Justification

GENERAL FUND
DISASTER PREPAREDNESS
0012130

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Fire Chief - 7.5%	
Fire Marshall II- 35%	
Fire Prevention Inspector - 15%	
Administrative Specialist I - 2.5%	
Executive Aide - 5%	104,900
50010 - SALARIES REGULAR Total	**104,900**
50110 - SALARIES - OVERTIME	
Authorized overtime	16,600
50110 - SALARIES - OVERTIME Total	**16,600**
50 - PERSONNEL - SALARIES Total	**121,500**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	48,600
OPEB Funding Contribution	400
50500 - BENEFITS Total	**49,000**
50550 - TUITION REIMBURSEMENT	
Fire Marshall I, Fire Prevention Officer, Admin I tuition reimbursement	2,700
50550 - TUITION REIMBURSEMENT Total	**2,700**
51 - PERSONNEL - BENEFITS Total	**51,700**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Disaster preparedness portion of Civic Center telephone costs, plus EOC and new and existing satellite telephones	5,000
Iridium Satellite phone service	7,000
51110 - COMMUNICATIONS - TELEPHONE Total	**12,000**
51120 - UTILITIES	
Disaster preparedness portion of Civic Center utilities costs, including EOC	5,800
First Responder Satellite bandwidth/internet service and annual support and maintenance	7,000
51120 - UTILITIES Total	**12,800**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Service and repairs for vehicle	700
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**700**
51420 - REPAIRS & MAINT - GENERAL	

Budget Justification

GENERAL FUND
DISASTER PREPAREDNESS
0012130

TITLE/ACCOUNT NUMBER	AMOUNT
Recharge and hydro-test fire extinguishers for CERT classes	600
Repair and maintenance of disaster preparedness and EOC radios and pagers, computers and portable equipment	1,200
51420 - REPAIRS & MAINT - GENERAL Total	**1,800**
51500 - PRINTING & PUBLISHING	
Printing costs for preparedness education materials	1,000
51500 - PRINTING & PUBLISHING Total	**1,000**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Membership in preparedness associations, and associated professional publication subscriptions	200
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**200**
51540 - GENERAL OFFICE	
Office supplies and postage	400
51540 - GENERAL OFFICE Total	**400**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Orion software license	5,900
Pro-rata share of Microsoft, Fortinet Security, Crystal Reports, Office 365, Dot Gov & voice server software licenses	1,500
Interpretation and translation services	1,600
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**9,000**
51630 - MOTOR FUELS & LUBRICANTS	
Projected cost for fuels and lubricants for staff vehicles	500
51630 - MOTOR FUELS & LUBRICANTS Total	**500**
51670 - SMALL EQUIPMENT & TOOLS	
Emergency Preparedness; Food, water, and shelter supplies	3,000
Audio visual and communication equipment and supplies for Emergency Operations Center	2,000
Small tools associated with disaster preparedness and operation of EOC, and Civic Center.	1,000
51670 - SMALL EQUIPMENT & TOOLS Total	**6,000**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Public education (CPR, First Aid, etc.) class materials	1,000
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**1,000**
51810 - TRAVEL MEETINGS & TRAINING	
Training, classes, seminars, etc., for disaster preparedness, including Standardized Emergency Management System (SEMS)	2,000
51810 - TRAVEL MEETINGS & TRAINING Total	**2,000**
51830 - CONTRACTUAL AGREEMENTS	
Satellite TV services for Emergency Operations Center	1,000

Budget Justification

GENERAL FUND
DISASTER PREPAREDNESS
0012130

TITLE/ACCOUNT NUMBER		AMOUNT
Support services for copiers, phones, virus and web filters, VoIP, data domain, Wi-Fi system, hardware, servers, and extreme switches		12,400
51830 - CONTRACTUAL AGREEMENTS	**Total**	**13,400**
51820 - PROFESSIONAL SERVICES		
Emergency Management (EM) Training & Exercise program (Local Match) split with 1375360-51820		27,000
51820 - PROFESSIONAL SERVICES	**Total**	**27,000**
51870 - MATERIALS & OTHER SERVICES		
Miscellaneous expenses associated with EOC		500
51870 - MATERIALS & OTHER SERVICES	**Total**	**500**
52 - MAINT & OPERATIONS Total		**88,300**
57 - CAPITAL OUTLAY		
58845 - TECHNOLOGY SYSTEMS		
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements		6,400
58845 - TECHNOLOGY SYSTEMS	**Total**	**6,400**
57 - CAPITAL OUTLAY Total		**6,400**
Grand Total	**$**	**267,900**

Streets & Traffic Safety

T. Jarb Thaipejr
City Manager/Public Works Director

The Traffic Safety cost center encompasses the maintenance and installation of street signs, painting road markings and striping, city wide graffiti removal and a contractual agreement for the maintenance of 27 traffic signals.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Traffic Safety Division:

1. To maintain efficient operations of traffic signals and safety lighting citywide.
2. To maintain and upkeep traffic safety and street signs.
3. To maintain and upkeep road markings and stripings.
4. To sustain the graffiti removal program.

Streets & Traffic Safety

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0013030-50010	$52,648	$55,454	$66,300	$72,300	9%
SALARIES - OVERTIME	0013030-50110	$0	$0	$2,000	$2,000	0%
Total PERSONNEL-SALARIES:		$52,648	$55,454	$68,300	$74,300	8.8%
PERSONNEL-BENEFITS						
BENEFITS	0013030-50500	$32,080	$33,582	$38,300	$37,700	-1.6%
Total PERSONNEL-BENEFITS:		$32,080	$33,582	$38,300	$37,700	-1.6%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0013030-51110	$683	$667	$1,200	$1,200	0%
UTILITIES	0013030-51120	$3,982	$4,469	$4,800	$4,800	0%
EQUIPMENT RENTAL	0013030-51220	$0	$0	$1,500	$1,500	0%
REPAIRS & MAINT - CAPITAL FAC	0013030-51300	$81,185	$74,758	$121,800	$100,000	-17.9%
REPAIRS & MAINT - BDLGS	0013030-51310	$260	$0	$2,000	$2,000	0%
REPAIRS & MAINT - AUTO EQUIP	0013030-51410	$84	$126	$700	$700	0%
REPAIRS & MAINT - GENERAL	0013030-51420	$0	$0	$500	$500	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0013030-51520	$0	$0	$100	$100	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
GENERAL OFFICE	0013030-51540	$444	$159	$500	$500	0%
SOFTWARE AND SOFTWARE LICENSES	0013030-51550	$1,061	$862	$1,700	$1,500	-11.8%
UNIFORMS	0013030-51610	$588	$501	$600	$600	0%
UNIFORMS & SAFETY EQUIPMENT	0013030-51620	$159	$0	$400	$400	0%
MOTOR FUELS & LUBRICANTS	0013030-51630	$948	$550	$1,700	$1,700	0%
SMALL EQUIPMENT & TOOLS	0013030-51670	$424	$722	$2,400	$4,900	104.2%
TRAVEL MEETINGS & TRAINING	0013030-51810	$55	$0	$500	$500	0%
PROFESSIONAL SERVICES	0013030-51820	$185	$191	$200	$200	0%
CONTRACTUAL AGREEMENTS	0013030-51830	$15,811	$14,220	$25,200	$25,600	1.6%
MATERIALS & OTHER SERVICES	0013030-51870	$39	$0	$800	$800	0%
CONTRIBUTION TO SERVICES	0013030-51880	$745	$865	$900	$1,000	11.1%
Total MAINT & OPERATIONS:		$106,652	$98,089	$167,500	$148,500	-11.3%
DEBT SERVICE						
PRINCIPAL - LEASE	0013030-51911	$544	$614	$0	$0	0%
PRINCIPAL - SBITA	0013030-51912	$0	$79	$0	$0	0%
INTEREST - LEASE	0013030-51921	$100	$89	$0	$0	0%
INTEREST - SBITA	0013030-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$644	$783	$0	$0	0%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	0013030-58220	$0	$5,635	$90,000	$0	-100%
GENERAL CAPITAL IMPROVEMENTS	0013030-58240	$0	$28,537	$20,000	$0	-100%
LEASE ASSET	0013030-58270	$3,367	$0	$0	$0	0%
SBITA ASSET	0013030-58280	$0	$378	$0	$0	0%
INFRASTRUCTURE	0013030-58500	$0	$23,458	$0	$0	0%
TECHNOLOGY SYSTEMS	0013030-58845	$0	$1,763	$3,600	$6,200	72.2%
Total CAPITAL OUTLAY:		$3,367	$59,772	$113,600	$6,200	-94.5%
Total Expense Objects:		$195,392	$247,679	$387,700	$266,700	-31.2%

Budget Justification

GENERAL FUND
STREETS & TRAFFIC SAFETY
0013030

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Field Maintenance Tech II - 100%	72,300
50010 - SALARIES REGULAR Total	**72,300**
50110 - SALARIES - OVERTIME	
Authorized overtime	2,000
50110 - SALARIES - OVERTIME Total	**2,000**
50 - PERSONNEL - SALARIES Total	**74,300**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	37,400
OPEB Funding Contribution	300
50500 - BENEFITS Total	**37,700**
51 - PERSONNEL - BENEFITS Total	**37,700**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	1,200
51110 - COMMUNICATIONS - TELEPHONE Total	**1,200**
51120 - UTILITIES	
Utilities	4,800
51120 - UTILITIES Total	**4,800**
51220 - EQUIPMENT RENTAL	
Equipment rental	1,500
51220 - EQUIPMENT RENTAL Total	**1,500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Graffiti removal, traffic control devices and traffic controller replacement.	10,000
Miscellaneous repairs to safety lighting and street signs and unanticipated damages and repairs.	30,000
Scheduled and unanticipated repairs (accidents and knockdowns) to traffic signals.	30,000
Residential and commercial LED safety lighting replacements	30,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**100,000**
51310 - REPAIRS & MAINT - BDLGS	
Repairs and maintenance to Traffic Safety offices/buildings and ice machine maintenance shared w/all Corp Yard accounts	2,000
51310 - REPAIRS & MAINT - BDLGS Total	**2,000**

Budget Justification

GENERAL FUND
STREETS & TRAFFIC SAFETY
0013030

TITLE/ACCOUNT NUMBER	AMOUNT
51410 - REPAIRS & MAINT - AUTO EQUIP	
Vehicular repair and smog checks for department vehicles	700
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**700**
51420 - REPAIRS & MAINT - GENERAL	
Repair and maintenance to non-automotive equipment, radios, paint equipment, fire extinguisher services, etc.	500
51420 - REPAIRS & MAINT - GENERAL Total	**500**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
TCSA - Traffic Control Supervisors Association	100
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**100**
51540 - GENERAL OFFICE	
Office supplies, Xerox paper and postage for Traffic Advisory Committee agenda mail-out	500
51540 - GENERAL OFFICE Total	**500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	1,500
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**1,500**
51610 - UNIFORMS	
Uniform allowance for one employee.	600
51610 - UNIFORMS Total	**600**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment for department	400
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**400**
51630 - MOTOR FUELS & LUBRICANTS	
Fuel and lubricants used by Traffic Safety Division equipment	1,700
51630 - MOTOR FUELS & LUBRICANTS Total	**1,700**
51670 - SMALL EQUIPMENT & TOOLS	
Signing and striping tools	4,900
51670 - SMALL EQUIPMENT & TOOLS Total	**4,900**
51810 - TRAVEL MEETINGS & TRAINING	
Safety Equipment Training and OSHA Required Training	500
51810 - TRAVEL MEETINGS & TRAINING Total	**500**
51820 - PROFESSIONAL SERVICES	
Physicals	200
51820 - PROFESSIONAL SERVICES Total	**200**
51830 - CONTRACTUAL AGREEMENTS	

Budget Justification

GENERAL FUND
STREETS & TRAFFIC SAFETY
0013030

TITLE/ACCOUNT NUMBER	AMOUNT
Janitorial services for the Corporation Yard (costs shared w/3200, 4200, 4400, 3500 and 7000)	1,300
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, Civic Live, 3 Par HPENAS, Data Center UPS preventative battery maint.	12,000
Traffic signal maintenance contract (costs shared w/72-5100-1830)	12,300
51830 - CONTRACTUAL AGREEMENTS Total	**25,600**
51870 - MATERIALS & OTHER SERVICES	
Locks and keys, batteries, first aid supplies, barricades, delineators, pagers, cell phone accessories, replacing safety cones, etc.	800
51870 - MATERIALS & OTHER SERVICES Total	**800**
51880 - CONTRIBUTION TO SERVICES	
Contribution to Shop-0.60%	1,000
51880 - CONTRIBUTION TO SERVICES Total	**1,000**
52 - MAINT & OPERATIONS Total	**148,500**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	6,200
58845 - TECHNOLOGY SYSTEMS Total	**6,200**
57 - CAPITAL OUTLAY Total	**6,200**
Grand Total	**$ 266,700**

Engineering

T. Jarb Thaipejr
City Manager/Public Works Director

This cost center accounts for engineering services provided to Public Works, Public Safety and Community Development. Personnel is responsible for the upkeep of all engineering records and plans, administering capital improvement projects, issuing permits and reviewing development projects for Public Works.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Engineering Division:

1. To ensure city projects will comply with current engineering standards.
2. To maintain and update the Geographical Information System (GIS).
3. To support in house engineering plan review, plan check, plan approval and construction inspections for development projects.

Engineering

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0013100-50010	$103,691	$149,372	$155,300	$142,500	-8.2%
SALARIES - PART-TIME/TEMPORARY	0013100-50020	$19,248	$17,714	$0	$0	0%
SALARIES - OVERTIME	0013100-50110	$0	$329	$200	$200	0%
Total PERSONNEL-SALARIES:		$122,938	$167,415	$155,500	$142,700	-8.2%
PERSONNEL-BENEFITS						
BENEFITS	0013100-50500	$58,901	$89,792	$66,300	$68,200	2.9%
TUITION REIMBURSEMENT	0013100-50550	$0	$0	$1,300	$1,300	0%
Total PERSONNEL-BENEFITS:		$58,901	$89,792	$67,600	$69,500	2.8%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0013100-51110	$1,057	$623	$400	$500	25%
UTILITIES	0013100-51120	$9,367	$10,081	$13,500	$13,500	0%
REPAIRS & MAINT - AUTO EQUIP	0013100-51410	$61	$54	$800	$1,000	25%
REPAIRS & MAINT - GENERAL	0013100-51420	$0	$0	$200	$200	0%
PRINTING & PUBLISHING	0013100-51500	$66	$0	$2,000	$2,000	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0013100-51520	$480	$310	$600	$600	0%
GENERAL OFFICE	0013100-51540	$2,793	$1,203	$1,800	$6,500	261.1%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
SOFTWARE AND SOFTWARE LICENSES	0013100-51550	$1,036	$7,783	$12,200	$12,000	-1.6%
MOTOR FUELS & LUBRICANTS	0013100-51630	$1,789	$1,552	$1,800	$1,800	0%
SMALL EQUIPMENT & TOOLS	0013100-51670	$0	$283	$800	$800	0%
BOOKS & EDUCATIONAL MATERIALS	0013100-51680	$0	$0	$100	$100	0%
TRAVEL MEETINGS & TRAINING	0013100-51810	$2,756	$8,632	$2,300	$8,500	269.6%
PROFESSIONAL SERVICES	0013100-51820	$63,604	$23,842	$35,700	$22,400	-37.3%
CONTRACTUAL AGREEMENTS	0013100-51830	$11,535	$10,284	$15,000	$18,700	24.7%
MATERIALS & OTHER SERVICES	0013100-51870	$549	$611	$800	$900	12.5%
CONTRIBUTION TO SERVICES	0013100-51880	$558	$577	$700	$800	14.3%
Total MAINT & OPERATIONS:		$95,651	$65,834	$88,700	$90,300	1.8%
DEBT SERVICE						
PRINCIPAL - LEASE	0013100-51911	$1,122	$2,762	$0	$0	0%
PRINCIPAL - SBITA	0013100-51912	$0	$52	$0	$0	0%
INTEREST - LEASE	0013100-51921	$226	$494	$0	$0	0%
INTEREST - SBITA	0013100-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$1,347	$3,309	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0013100-58270	$15,362	$0	$0	$0	0%
SBITA ASSET	0013100-58280	$0	$250	$0	$0	0%
TECHNOLOGY SYSTEMS	0013100-58845	$0	$1,166	$2,400	$4,100	70.8%
Total CAPITAL OUTLAY:		$15,362	$1,416	$2,400	$4,100	70.8%
Total Expense Objects:		$294,201	$327,767	$314,200	$306,600	-2.4%

Budget Justification

GENERAL FUND
ENGINEERING
0013100

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
City Manager / Public Works Director / City Engineer - 10%	
Associate Engineer - 35%	
Engineering Technician/GIS Manager - 25%	
Executive Assistant - 29%	142,500
50010 - SALARIES REGULAR Total	**142,500**
50110 - SALARIES - OVERTIME	
Authorized overtime	200
50110 - SALARIES - OVERTIME Total	**200**
50 - PERSONNEL - SALARIES Total	**142,700**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	67,700
OPEB Funding Contribution	500
50500 - BENEFITS Total	**68,200**
50550 - TUITION REIMBURSEMENT	
Pro-rata share of Executive Assistant	1,300
50550 - TUITION REIMBURSEMENT Total	**1,300**
51 - PERSONNEL - BENEFITS Total	**69,500**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	500
51110 - COMMUNICATIONS - TELEPHONE Total	**500**
51120 - UTILITIES	
Utilities	13,500
51120 - UTILITIES Total	**13,500**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Vehicle maintenance repairs, smog checks, car washes for two vehicles (2008 Ford Ranger and a portion of costs of City Manager's vehicle, costs shared with 1200)	1,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**1,000**
51420 - REPAIRS & MAINT - GENERAL	
Equipment repairs and fire extinguisher maintenance	200
51420 - REPAIRS & MAINT - GENERAL Total	**200**
51500 - PRINTING & PUBLISHING	

Budget Justification

GENERAL FUND
ENGINEERING
0013100

TITLE/ACCOUNT NUMBER	AMOUNT
Printing and advertising costs for CIP projects for current fiscal year	1,800
Printing cost for updated assessor parcel map pages, maps and plans, business cards, etc	200
51500 - PRINTING & PUBLISHING Total	**2,000**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
ASCE membership and Land Surveyors and Geologist Membership for division personnel	600
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**600**
51540 - GENERAL OFFICE	
Office and computer supplies, drafting equipment, postage, other general office supplies and toner cartridges for color printer	2,500
Replacement computer for Engineering Technician / GIS Analyst	4,000
51540 - GENERAL OFFICE Total	**6,500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
AutoCAD, Map 3D and Autodesk annual subscription (DLT Solutions) - shared w/3200, 3500 and 7000	800
Malware Security Software	100
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	11,100
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**12,000**
51630 - MOTOR FUELS & LUBRICANTS	
Fuel and lubricants for automotive equipment from the Engineering division	1,800
51630 - MOTOR FUELS & LUBRICANTS Total	**1,800**
51670 - SMALL EQUIPMENT & TOOLS	
Drafting and surveying supplies	800
51670 - SMALL EQUIPMENT & TOOLS Total	**800**
51680 - BOOKS & EDUCATIONAL MATERIALS	
New and updated technical manuals	100
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**100**
51810 - TRAVEL MEETINGS & TRAINING	
ESRI/GIS Training	5,000
Public Works Engineering Annual ESRI Conference	3,500
51810 - TRAVEL MEETINGS & TRAINING Total	**8,500**
51820 - PROFESSIONAL SERVICES	
Aerial map	7,400
Professional services to perform traffic counts	5,000
Contract for Engineering plan check and inspection services for four residential tract maps being proposed; pass through costs	10,000

Budget Justification

GENERAL FUND
ENGINEERING
0013100

TITLE/ACCOUNT NUMBER	AMOUNT
51820 - PROFESSIONAL SERVICES Total	**22,400**
51830 - CONTRACTUAL AGREEMENTS	
GIS mapping software (costs share w/3500, 7010 and 7020); ESR	1,700
IWORQ Work order database software system (costs shared with 3200, 4200, 3500, 7000)	400
Lease for PW Engineer's plotter/scanner/copier-$2,800 (shared with 3500 and 7000); Annual Maintenance Agreement for the PW Engineer's plotter/scanner/printer $500 (costs shared w/3030, 3200, 4200, 3500, & 7000) & paper overages $500	3,800
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	12,800
51830 - CONTRACTUAL AGREEMENTS Total	**18,700**
51870 - MATERIALS & OTHER SERVICES	
City approved work shirt per City policy for Engineering Dept	500
First aid supplies, cell phone accessories and misc. engineering supplies and website updates or changes	400
51870 - MATERIALS & OTHER SERVICES Total	**900**
51880 - CONTRIBUTION TO SERVICES	
Contribution to shop - 0.45%	800
51880 - CONTRIBUTION TO SERVICES Total	**800**
52 - MAINT & OPERATIONS Total	**90,300**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	4,100
58845 - TECHNOLOGY SYSTEMS Total	**4,100**
57 - CAPITAL OUTLAY Total	**4,100**
Grand Total	**$ 306,600**

Street Maintenance

T. Jarb Thaipejr
City Manager/Public Works Director

The street maintenance cost includes patching and repair of 70.1 miles of street. This program is responsible for the repair or replacement of city sidewalks, curbs, gutters and other street related maintenance. In addition, through contractual agreement, the City undertakes larger or major street projects, as funds allow. City crews also maintain trees and shoulders, provide weed abatement services for shoulder areas. Furthermore, this program provides inspection and informational services for projects within the City.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Street Maintenance Division:

1. To preserve public roads and rights-of-way for the safety of pedestrian and vehicular traffic.
2. To maintain city street trees accordingly and as funding allows.
3. To maintain the city street medians.

Street Maintenance

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0013200-50010	$224,213	$156,444	$257,500	$283,100	9.9%
SALARIES - OVERTIME	0013200-50110	$3,840	$4,841	$5,000	$5,000	0%
Total PERSONNEL-SALARIES:		$228,053	$161,285	$262,500	$288,100	9.8%
PERSONNEL-BENEFITS						
BENEFITS	0013200-50500	$119,989	$85,777	$144,400	$164,100	13.6%
Total PERSONNEL-BENEFITS:		$119,989	$85,777	$144,400	$164,100	13.6%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0013200-51110	$2,496	$1,342	$1,700	$1,700	0%
UTILITIES	0013200-51120	$22,135	$23,446	$28,000	$28,000	0%
EQUIPMENT RENTAL	0013200-51220	$330	$0	$2,500	$2,500	0%
REPAIRS & MAINT - CAPITAL FAC	0013200-51300	$183,027	$169,231	$210,600	$200,600	-4.7%
REPAIRS & MAINT - BDLGS	0013200-51310	$6,374	$1,170	$1,200	$1,200	0%
REPAIRS & MAINT - AUTO EQUIP	0013200-51410	$15,621	$9,252	$9,500	$9,500	0%
REPAIRS & MAINT - GENERAL	0013200-51420	$2,959	$5,446	$4,000	$4,000	0%
PRINTING & PUBLISHING	0013200-51500	$761	$267	$500	$500	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0013200-51520	$0	$0	$500	$500	0%
GENERAL OFFICE	0013200-51540	$1,066	$990	$1,200	$1,200	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
SOFTWARE AND SOFTWARE LICENSES	0013200-51550	$2,087	$1,665	$3,900	$3,600	-7.7%
UNIFORMS	0013200-51610	$1,471	$2,548	$3,000	$2,600	-13.3%
UNIFORMS & SAFETY EQUIPMENT	0013200-51620	$779	$878	$2,400	$2,400	0%
MOTOR FUELS & LUBRICANTS	0013200-51630	$15,787	$18,886	$23,000	$23,000	0%
SMALL EQUIPMENT & TOOLS	0013200-51670	$6,089	$6,166	$4,300	$5,000	16.3%
TRAVEL MEETINGS & TRAINING	0013200-51810	$905	$232	$1,100	$1,100	0%
PROFESSIONAL SERVICES	0013200-51820	$760	$754	$800	$800	0%
CONTRACTUAL AGREEMENTS	0013200-51830	$123,198	$136,181	$168,700	$105,600	-37.4%
MATERIALS & OTHER SERVICES	0013200-51870	$531	$916	$2,100	$1,200	-42.9%
CONTRIBUTION TO SERVICES	0013200-51880	$17,313	$18,744	$20,800	$23,500	13%
Total MAINT & OPERATIONS:		$403,689	$398,114	$489,800	$418,500	-14.6%
DEBT SERVICE						
PRINCIPAL - LEASE	0013200-51911	$1,052	$1,339	$0	$0	0%
INTEREST - LEASE	0013200-51921	$193	$172	$0	$0	0%
INTEREST - SBITA	0013200-51922	$0	$2	$0	$0	0%
Total DEBT SERVICE:		$1,245	$1,513	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	0013200-58210	$0	$145,217	$508,100	$240,000	-52.8%
LEASE ASSET	0013200-58270	$6,506	$0	$0	$0	0%
SBITA ASSET	0013200-58280	$0	$731	$0	$0	0%
TECHNOLOGY SYSTEMS	0013200-58845	$0	$3,407	$6,900	$11,900	72.5%
Total CAPITAL OUTLAY:		$6,506	$149,355	$515,000	$251,900	-51.1%
Total Expense Objects:		$759,482	$796,044	$1,411,700	$1,122,600	-20.5%

Budget Justification

GENERAL FUND
STREET MAINTENANCE
0013200

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Field Services Superintendent - 90%	
1 - Field Maintenance Tech I - 100%	
1 - Field Maintenance Tech I - 100%	
1 - Field Maintenance Tech III - 100%	283,100
50010 - SALARIES REGULAR Total	**283,100**
50110 - SALARIES - OVERTIME	
Authorized overtime including City Parade, run events and traffic control.	5,000
50110 - SALARIES - OVERTIME Total	**5,000**
50 - PERSONNEL - SALARIES Total	**288,100**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	163,100
OPEB Funding Contribution	1,000
50500 - BENEFITS Total	**164,100**
51 - PERSONNEL - BENEFITS Total	**164,100**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Proportional share of Corp Yard billing of utilities	1,700
51110 - COMMUNICATIONS - TELEPHONE Total	**1,700**
51120 - UTILITIES	
Proportional share of gas and electric for Corp Yard	28,000
51120 - UTILITIES Total	**28,000**
51220 - EQUIPMENT RENTAL	
Miscellaneous rental equipment	2,500
51220 - EQUIPMENT RENTAL Total	**2,500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Enhanced street and sidewalk repair program, debris disposal, weed abatements, etc.	30,000
Load test generator at Corp Yard (Cost shared w/4200, 3500, 7000	600
Tree trimming and tree removals, where required, city wide	120,000
Contractual Maintenance ($30,000) and misc. repairs ($20,000) of landscape and irrigation systems on Barton Rd. Median, Barton Rd. Parkway (south side), Mission Rd. Median and California median.	50,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**200,600**

Budget Justification

GENERAL FUND
STREET MAINTENANCE
0013200

TITLE/ACCOUNT NUMBER	AMOUNT
51310 - REPAIRS & MAINT - BDLGS	
Corp Yard street division building maintenance and repairs; ice machine maintenance	1,200
51310 - REPAIRS & MAINT - BDLGS Total	**1,200**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Vehicle maintenance, smog checks, and supplies	9,500
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**9,500**
51420 - REPAIRS & MAINT - GENERAL	
Non-automotive equipment, radios, etc.	4,000
51420 - REPAIRS & MAINT - GENERAL Total	**4,000**
51500 - PRINTING & PUBLISHING	
Business Card for Street Division Staff and any miscellaneous items	500
51500 - PRINTING & PUBLISHING Total	**500**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
ACIA dues	200
RCI Certificate renewal dues	300
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**500**
51540 - GENERAL OFFICE	
Office supplies, postage, computer software, etc.	1,200
51540 - GENERAL OFFICE Total	**1,200**
51550 - SOFTWARE AND SOFTWARE LICENSES	
AutoCAD, Map 3D and Autodesk annual subscription (DLT Solutions) - shared w/3100, 3500 and 7000	800
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	2,800
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**3,600**
51610 - UNIFORMS	
Uniform allowances for four Street Division employees at $600 each and (2) City Logo work shirt for Superintendent per City Policy.	2,600
51610 - UNIFORMS Total	**2,600**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment	2,400
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**2,400**
51630 - MOTOR FUELS & LUBRICANTS	
Gas and oil for street maintenance units and equipment	23,000
51630 - MOTOR FUELS & LUBRICANTS Total	**23,000**
51670 - SMALL EQUIPMENT & TOOLS	
New and replacement of small equipment and tools	3,500
Computer replacement for Field Maintenance Technician III	1,500

Budget Justification

GENERAL FUND
STREET MAINTENANCE
0013200

TITLE/ACCOUNT NUMBER	AMOUNT
51670 - SMALL EQUIPMENT & TOOLS Total	**5,000**
51810 - TRAVEL MEETINGS & TRAINING	
Safety Equipment Training and OSHA Required Training for Street Div. Staff	1,100
51810 - TRAVEL MEETINGS & TRAINING Total	**1,100**
51820 - PROFESSIONAL SERVICES	
Pre-employment & DOT physicals	800
51820 - PROFESSIONAL SERVICES Total	**800**
51830 - CONTRACTUAL AGREEMENTS	
Annual Maintenance for Corp Yard Risers and alarm panel (Costs shared with 4200, 3500, and 7000)	700
Halon System annual maintenance at Corp Yard (costs shared with 4200, 3500, 7000	500
HVAC - annual maintenance at Corp Yard (costs shared with 3500, 4200, 4400, 7010, 7020)	500
IWORQ Work order database software system (costs shared with 4200, 3500, 7000)	2,200
Janitorial services for the corporation yard (shared with accounts 3030, 4200, 4400, 3500, and 7000)	2,000
Monitor Service of smoke and heat detectors at the PW Corporation Yard Building (Costs shared w/4200, 3500, and 7000)	2,500
Pest control services (costs shared with 4200, 4400, 3500 and 7000)	300
PW Engineer's plotter/scanner/printer - annual maintenance and Lease Agreement (costs shared with 3030, 3100, 4200, 3500, & 7000) and printer overages	2,000
Street sweeping contract (costs share w/1105360-51830)	52,400
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	23,200
UL Monitoring Services at Corp Yard - 3yr Contract (shared with 4200, 3500, 7010, 7020)	200
USA dig alert tickets (costs shared with 4200, 3500, 7020)	600
Weed abatement costs to clean city-owned properties (successor agency properties 0292-461-04, 05)	2,000
Annual street report for State Controller's Office	3,000
Hardscape at Mt View Ave. Freeway Ramps - Monthly maintenance ($4,500); monthly weed abatement ($9,000)	13,500
51830 - CONTRACTUAL AGREEMENTS Total	**105,600**

Budget Justification

GENERAL FUND
STREET MAINTENANCE
0013200

TITLE/ACCOUNT NUMBER	AMOUNT
51870 - MATERIALS & OTHER SERVICES	
AQMD emission fees (Gen-Diesel and flat fee for fiscal year) costs shared with 3500, 4200, 7010, and 7020)	300
Batteries, first aid supplies, locks, keys, pagers, cell phone accessories, etc.	900
51870 - MATERIALS & OTHER SERVICES Total	**1,200**
51880 - CONTRIBUTION TO SERVICES	
Contribution to Shop -13.62%	23,500
51880 - CONTRIBUTION TO SERVICES Total	**23,500**
52 - MAINT & OPERATIONS Total	**418,500**
57 - CAPITAL OUTLAY	
58210 - AUTOMOTIVE EQUIPMENT	
926M Wheel Loader (cost shared with Water Distribution)	150,000
Flatbed truck with lift gate	90,000
58210 - AUTOMOTIVE EQUIPMENT Total	**240,000**
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	11,900
58845 - TECHNOLOGY SYSTEMS Total	**11,900**
57 - CAPITAL OUTLAY Total	**251,900**
Grand Total	**$ 1,122,600**

Facilities Maintenance

T. Jarb Thaipejr
City Manager/Public Works Director

The Facility Maintenance department is responsible for the maintenance and upkeep of the Civic Center (City Hall, Fire stations, Senior Center, Library and Community Room), historical houses at Heritage Park, as well as, the Corporation Yard.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Facilities Maintenance Division:

1. To maintain and upkeep the exterior and interior of all city buildings.
2. To ensure that all city facilities operate properly for the safety and welfare of the public and city staff.
3. To ensure that customer service issues be handled in a timely and professional manner.

Facilities Maintenance

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0013400-50010	$58,504	$61,110	$65,500	$72,600	10.8%
SALARIES - OVERTIME	0013400-50110	$10,817	$10,791	$13,400	$13,400	0%
Total PERSONNEL-SALARIES:		$69,320	$71,901	$78,900	$86,000	9%
PERSONNEL-BENEFITS						
BENEFITS	0013400-50500	$35,201	$36,816	$31,100	$37,200	19.6%
Total PERSONNEL-BENEFITS:		$35,201	$36,816	$31,100	$37,200	19.6%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0013400-51110	$1,676	$1,808	$2,000	$2,000	0%
UTILITIES	0013400-51120	$70,791	$78,315	$105,400	$105,400	0%
EQUIPMENT RENTAL	0013400-51220	$0	$0	$1,800	$1,800	0%
REPAIRS & MAINT - BDLGS	0013400-51310	$137,051	$200,304	$184,100	$122,100	-33.7%
REPAIRS & MAINT - AUTO EQUIP	0013400-51410	$571	$1,154	$2,400	$3,000	25%
REPAIRS & MAINT - GENERAL	0013400-51420	$572	$226	$700	$700	0%
GENERAL OFFICE	0013400-51540	$589	$309	$1,300	$1,300	0%
SOFTWARE AND SOFTWARE LICENSES	0013400-51550	$532	$433	$900	$800	-11.1%
UNIFORMS	0013400-51610	$447	$841	$600	$600	0%
MOTOR FUELS & LUBRICANTS	0013400-51630	$1,772	$1,817	$3,000	$3,000	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
SMALL EQUIPMENT & TOOLS	0013400-51670	$1,860	$822	$1,000	$1,000	0%
TRAVEL MEETINGS & TRAINING	0013400-51810	$35	$0	$0	$500	N/A
CONTRACTUAL AGREEMENTS	0013400-51830	$61,841	$70,193	$100,900	$104,200	3.3%
MATERIALS & OTHER SERVICES	0013400-51870	$1,290	$1,000	$1,200	$1,200	0%
CONTRIBUTION TO SERVICES	0013400-51880	$931	$1,058	$1,100	$1,300	18.2%
Total MAINT & OPERATIONS:		$279,959	$358,278	$406,400	$348,900	-14.1%
DEBT SERVICE						
PRINCIPAL - LEASE	0013400-51911	$273	$308	$0	$0	0%
PRINCIPAL - SBITA	0013400-51912	$0	$40	$0	$0	0%
INTEREST - LEASE	0013400-51921	$50	$45	$0	$0	0%
INTEREST - SBITA	0013400-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$323	$393	$0	$0	0%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	0013400-58220	$20,516	$5,362	$66,400	$16,000	-75.9%
BUILDINGS AND STRUCTURES	0013400-58250	$134,520	$0	$0	$0	0%
LEASE ASSET	0013400-58270	$1,690	$0	$0	$0	0%
SBITA ASSET	0013400-58280	$0	$190	$0	$0	0%
TECHNOLOGY SYSTEMS	0013400-58845	$11,502	$137,022	$133,000	$3,100	-97.7%
Total CAPITAL OUTLAY:		$168,228	$142,574	$199,400	$19,100	-90.4%
Total Expense Objects:		$553,032	$609,962	$715,800	$491,200	-31.4%

Budget Justification

GENERAL FUND
FACILITIES MAINTENANCE
0013400

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Facilities Maintenance Manager - 75%	72,600
50010 - SALARIES REGULAR Total	**72,600**
50110 - SALARIES - OVERTIME	
Authorized overtime	13,400
50110 - SALARIES - OVERTIME Total	**13,400**
50 - PERSONNEL - SALARIES Total	**86,000**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	36,900
OPEB Funding Contribution	300
50500 - BENEFITS Total	**37,200**
51 - PERSONNEL - BENEFITS Total	**37,200**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone costs for the Civic Center not specifically apportioned to departments, i.e. Council Chamber phones	2,000
51110 - COMMUNICATIONS - TELEPHONE Total	**2,000**
51120 - UTILITIES	
Natural gas and electricity costs for Civic Center and Library	105,400
51120 - UTILITIES Total	**105,400**
51220 - EQUIPMENT RENTAL	
Equipment rental to install and remove Christmas decorations at Civic Center	1,800
51220 - EQUIPMENT RENTAL Total	**1,800**
51310 - REPAIRS & MAINT - BDLGS	
Annual Generator Load Test	20,000
City Hall (Title 19) repairs	600
Trim trees around City Hall	6,000
Paint interior of Library (2nd floor)	11,000
Access key card - service repairs	2,000
Civic Center and Library general maintenance and repairs of buildings; elevator, outdoor fountains, exterior lights, exterior landscaping, etc.	30,000
Replace carpet on 2nd floor of the Library	12,500
Remodel facilities offices, address roof leaks	15,000
Paint Finance Department offices	6,000

Budget Justification

GENERAL FUND
FACILITIES MAINTENANCE
0013400

TITLE/ACCOUNT NUMBER	AMOUNT
LED lighting upgrade for Corp Yard security	6,000
LVT flooring for Curtis Fisk House	13,000
51310 - REPAIRS & MAINT - BDLGS Total	**122,100**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Repairs and maintenance of four City pool vehicles	3,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**3,000**
51420 - REPAIRS & MAINT - GENERAL	
Annual cost for piano tuning	300
Repairs and maintenance of miscellaneous machinery, radios and other equipment	400
51420 - REPAIRS & MAINT - GENERAL Total	**700**
51540 - GENERAL OFFICE	
Postage, Xerox paper, and miscellaneous supplies not apportioned to departments; correspondence mailings for Community Room banquet reservations	1,300
51540 - GENERAL OFFICE Total	**1,300**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	800
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**800**
51610 - UNIFORMS	
Uniform allowance for Facilities Maintenance Coordinator	600
51610 - UNIFORMS Total	**600**
51630 - MOTOR FUELS & LUBRICANTS	
Fuel for four City pool vehicles	3,000
51630 - MOTOR FUELS & LUBRICANTS Total	**3,000**
51670 - SMALL EQUIPMENT & TOOLS	
Small tools used for Civic Center repairs, key control cabinet and key tags	1,000
51670 - SMALL EQUIPMENT & TOOLS Total	**1,000**
51810 - TRAVEL MEETINGS & TRAINING	
Training for staff	500
51810 - TRAVEL MEETINGS & TRAINING Total	**500**
51830 - CONTRACTUAL AGREEMENTS	
Annual maintenance for two City Hall fountains	2,000
Annual unleaded fuel tank testing	1,000
Community room special cleaning for rental uses	18,000
Elevator annual maintenance at Library	3,600
Fire extinguisher annual service for Civic Center, Library, pool cars, Engineering, and City Manager (FPS)	600
Generator preventative maintenance and permit renewal	2,000

Budget Justification

GENERAL FUND
FACILITIES MAINTENANCE
0013400

TITLE/ACCOUNT NUMBER	AMOUNT
Gopher control services for the Civic Center	3,600
HVAC- Maintenance contract for Civic Center and Library	7,300
Inspections of overhead sprinklers at the Civic Center and Library (FPS)	5,800
Janitorial services for Civic Center and Library	25,000
Lenel annual support agreement (Card Reader program - TRL Sys)	400
Library elevator pressure & compliance testing and County inspection (Amtech	1,500
Pest Control Services for Civic Center, Library & 25964 Mission	3,900
Security system monitoring for Civic Center and Library (Interface Security)	700
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	6,100
Fire Halon System - annual preventative maintenance service & monitoring for fire alarm systems, smoke detectors at City Hall and Library (FPS)	13,900
Security system monitoring for Corp Yard	300
Ice machine maintenance contract for six units	8,500
51830 - CONTRACTUAL AGREEMENTS Total	**104,200**
51870 - MATERIALS & OTHER SERVICES	
Batteries, lock, keys and cell phone accessories, first aid kit upkeep and Civic Center flags	1,200
51870 - MATERIALS & OTHER SERVICES Total	**1,200**
51880 - CONTRIBUTION TO SERVICES	
Contribution to Shop - 0.75%	1,300
51880 - CONTRIBUTION TO SERVICES Total	**1,300**
52 - MAINT & OPERATIONS Total	**348,900**
57 - CAPITAL OUTLAY	
58220 - MACHINERY & EQUIPMENT	
Civic Center HVAC replacement (Unit 21 Server Room)	6,000
Civic Center HVAC replacement	10,000
58220 - MACHINERY & EQUIPMENT Total	**16,000**
58845 - TECHNOLOGY SYSTEMS	

Budget Justification

GENERAL FUND
FACILITIES MAINTENANCE
0013400

TITLE/ACCOUNT NUMBER		AMOUNT	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements			3,100
58845 - TECHNOLOGY SYSTEMS	**Total**		**3,100**
57 - CAPITAL OUTLAY Total			**19,100**
Grand Total		**$**	**491,200**

Refuse

T. Jarb Thaipejr
City Manager/Public Works Director

This program accounts for refuse collection/disposal, utility billing and collections activities. An exclusive contractual agreement for service with CR&R is amended annually to reflect any adjustments in the Consumer Price Index. In return for franchise services provided, 15% of the base service charge for refuse collection is retained by the city.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Refuse Division:

1. To ensure that refuse service is provided by a licensed hauler for all residential and commercial properties.
2. To ensure residents receive appropriate carts or bins, based on their place of residence, to dispose of their refuse, recyclables, and green waste.
3. To ensure that customer service issues are handled in a timely and professional manner.

Refuse

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0013600-50010	$64,206	$63,782	$83,400	$94,300	13.1%
SALARIES - PART-TIME/TEMPORARY	0013600-50020	$0	$4,619	$0	$0	0%
SALARIES - OVERTIME	0013600-50110	$6	$0	$2,100	$2,100	0%
Total PERSONNEL-SALARIES:		$64,212	$68,401	$85,500	$96,400	12.7%
PERSONNEL-BENEFITS						
BENEFITS	0013600-50500	$40,110	$42,792	$42,600	$53,200	24.9%
Total PERSONNEL-BENEFITS:		$40,110	$42,792	$42,600	$53,200	24.9%
MAINT & OPERATIONS						
REPAIRS & MAINT - GENERAL	0013600-51420	$0	$0	$500	$600	20%
PRINTING & PUBLISHING	0013600-51500	$3,952	$6,800	$2,800	$2,800	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0013600-51520	$89	-$89	$0	$0	0%
GENERAL OFFICE	0013600-51540	$562	$1,280	$2,000	$2,000	0%
SOFTWARE AND SOFTWARE LICENSES	0013600-51550	$532	$433	$1,400	$1,300	-7.1%
SMALL EQUIPMENT & TOOLS	0013600-51670	$114	$269	$0	$0	0%
PROFESSIONAL SERVICES	0013600-51820	$4,357	$1,053	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
CONTRACTUAL AGREEMENTS	0013600-51830	$1,243,161	$1,575,996	$1,714,800	$1,758,900	2.6%
MATERIALS & OTHER SERVICES	0013600-51870	$178	$206	$100	$0	-100%
BAD DEBT EXPENSE	0013600-51940	$93	$0	$100	$100	0%
Total MAINT & OPERATIONS:		$1,253,038	$1,585,948	$1,721,700	$1,765,700	2.6%
DEBT SERVICE						
PRINCIPAL - LEASE	0013600-51911	$273	$308	$0	$0	0%
PRINCIPAL - SBITA	0013600-51912	$0	$40	$0	$0	0%
INTEREST - LEASE	0013600-51921	$50	$45	$0	$0	0%
INTEREST - SBITA	0013600-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$323	$393	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0013600-58270	$1,690	$0	$0	$0	0%
SBITA ASSET	0013600-58280	$0	$190	$0	$0	0%
TECHNOLOGY SYSTEMS	0013600-58845	$0	$885	$1,800	$3,100	72.2%
Total CAPITAL OUTLAY:		$1,690	$1,075	$1,800	$3,100	72.2%
Total Expense Objects:		$1,359,372	$1,698,609	$1,851,600	$1,918,400	3.6%

Budget Justification

GENERAL FUND
REFUSE
0013600

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Sr. Accountant/Financial Analyst - 10%	
2 - Supervising Accounting Technician - 10%	
Accounting Specialist - 20%	
Account Clerk- 25%	
Accounting Technician II - 25%	
Finance Director - 10%	
Accountant - 10%	94,300
50010 - SALARIES REGULAR Total	**94,300**
50110 - SALARIES - OVERTIME	
Software implementation overtime	2,100
50110 - SALARIES - OVERTIME Total	**2,100**
50 - PERSONNEL - SALARIES Total	**96,400**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	52,800
OPEB Funding Contribution	400
50500 - BENEFITS Total	**53,200**
51 - PERSONNEL - BENEFITS Total	**53,200**
52 - MAINT & OPERATIONS	
51420 - REPAIRS & MAINT - GENERAL	
Repairs and maintenance printer (Finance)	600
51420 - REPAIRS & MAINT - GENERAL Total	**600**
51500 - PRINTING & PUBLISHING	
New Homeowner booklet	2,500
Pro-rata share of utility printing and publishing costs applicable to refuse billing	300
51500 - PRINTING & PUBLISHING Total	**2,800**
51540 - GENERAL OFFICE	
Pro-rata share of utility notices postage and miscellaneous supplies	2,000
51540 - GENERAL OFFICE Total	**2,000**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	800
Transparency Portal	500

Budget Justification

GENERAL FUND
REFUSE
0013600

TITLE/ACCOUNT NUMBER	AMOUNT
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**1,300**
51830 - CONTRACTUAL AGREEMENTS	
Cash Register Support	200
City's Household Hazardous Waste Program City Services administered by San Bernardino County	37,800
City's service and pass-through payments to refuse company	1,679,900
Credit card processing fees (Finance)	22,500
Cutter and buster support contract (Finance)	200
Printing and mailing utility bills	6,900
Repairs and maintenance of printer (Finance)	200
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	6,100
Yearly collection transmittals (City's collections service provider) (Finance)	1,000
Tyler financial software support and Disaster Recovery Fees	4,100
51830 - CONTRACTUAL AGREEMENTS Total	**1,758,900**
51940 - BAD DEBT EXPENSE	
Bad debt expense	100
51940 - BAD DEBT EXPENSE Total	**100**
52 - MAINT & OPERATIONS Total	**1,765,700**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	3,100
58845 - TECHNOLOGY SYSTEMS Total	**3,100**
57 - CAPITAL OUTLAY Total	**3,100**
Grand Total	**$ 1,918,400**

Recycling

T. Jarb Thaipejr
City Manager/Public Works Director

Recycling, raise programs mandated by California Integrated Waste Management Board (CIWMB), AB 939, and SB1383.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Recycling Division:

1. To maintain the required diversion rate as mandated by the State.
2. To promote and educate the community about proper recycling, reusing and other waste prevention practices at community events and through public media (local newspaper, community television, and city website).
3. To continue to promote organic recycling among businesses and residential properties.

Recycling

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0013610-50010	$11,194	$12,226	$18,800	$19,900	5.9%
SALARIES - OVERTIME	0013610-50110	$0	$103	$0	$0	0%
Total PERSONNEL-SALARIES:		$11,194	$12,329	$18,800	$19,900	5.9%
PERSONNEL-BENEFITS						
BENEFITS	0013610-50500	$9,293	$7,774	$11,100	$12,400	11.7%
Total PERSONNEL-BENEFITS:		$9,293	$7,774	$11,100	$12,400	11.7%
MAINT & OPERATIONS						
PRINTING & PUBLISHING	0013610-51500	$700	$1,000	$1,000	$4,000	300%
GENERAL OFFICE	0013610-51540	$0	$105	$500	$500	0%
SOFTWARE AND SOFTWARE LICENSES	0013610-51550	$110	$89	$300	$200	-33.3%
PROFESSIONAL SERVICES	0013610-51820	$1,163	$2,602	$500	$5,000	900%
CONTRACTUAL AGREEMENTS	0013610-51830	$352	$427	$1,200	$1,300	8.3%
MATERIALS & OTHER SERVICES	0013610-51870	$3,302	$5,473	$33,400	$5,200	-84.4%
Total MAINT & OPERATIONS:		$5,627	$9,696	$36,900	$16,200	-56.1%
DEBT SERVICE						
PRINCIPAL - LEASE	0013610-51911	$56	$64	$0	$0	0%
PRINCIPAL - SBITA	0013610-51912	$0	$8	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
INTEREST - LEASE	0013610-51921	$10	$9	$0	$0	0%
INTEREST - SBITA	0013610-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$67	$81	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	0013610-58270	$348	$0	$0	$0	0%
SBITA ASSET	0013610-58280	$0	$39	$0	$0	0%
TECHNOLOGY SYSTEMS	0013610-58845	$0	$183	$400	$700	75%
Total CAPITAL OUTLAY:		$348	$222	$400	$700	75%
Total Expense Objects:		$26,528	$30,103	$67,200	$49,200	-26.8%

Budget Justification

GENERAL FUND
RECYCLING
0013610

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Executive Assistant - 15%	
Administrative Specialist I - 15%	19,900
50010 - SALARIES REGULAR Total	**19,900**
50 - PERSONNEL - SALARIES Total	**19,900**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	12,300
OPEB Funding Contribution	100
50500 - BENEFITS Total	**12,400**
51 - PERSONNEL - BENEFITS Total	**12,400**
52 - MAINT & OPERATIONS	
51500 - PRINTING & PUBLISHING	
Flyers and newspaper articles of recycling events	4,000
51500 - PRINTING & PUBLISHING Total	**4,000**
51540 - GENERAL OFFICE	
Supplies, postage, paper, etc.	500
51540 - GENERAL OFFICE Total	**500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	200
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**200**
51820 - PROFESSIONAL SERVICES	
Professional services to assist the city with compliance of State mandated Bills AB939, AB341 & SB1383 by implementation and enforcement of recycling programs	5,000
51820 - PROFESSIONAL SERVICES Total	**5,000**
51830 - CONTRACTUAL AGREEMENTS	
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	1,300
51830 - CONTRACTUAL AGREEMENTS Total	**1,300**
51870 - MATERIALS & OTHER SERVICES	

Budget Justification

GENERAL FUND
RECYCLING
0013610

TITLE/ACCOUNT NUMBER	AMOUNT
Commercial organic public education for commercial businesses; containers for promoting organic recycling funded by City/County Grant	2,500
Disposal of recyclable materials: oil, electronics, batteries, tires, etc.	2,500
Hazardous Waste Manifest Fee	200
51870 - MATERIALS & OTHER SERVICES Total	**5,200**
52 - MAINT & OPERATIONS Total	**16,200**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	700
58845 - TECHNOLOGY SYSTEMS Total	**700**
57 - CAPITAL OUTLAY Total	**700**
Grand Total	**$ 49,200**

Parks Maintenance

T. Jarb Thaipejr
City Manager/Public Works Director

The Parks Maintenance Program is responsible for the upkeep of one hundred-thirteen acres of developed parkland as well as other city property, including medians, right-of-ways, city building landscape and historical properties.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Parks Division:

1. To maintain safe and clean parks and public recreational facilities within the community.

2. To maintain safe and clean City public trails.

Parks Maintenance

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0014200-50010	$449,047	$509,704	$435,600	$559,700	28.5%
SALARIES - OVERTIME	0014200-50110	$17,112	$15,285	$18,000	$18,000	0%
Total PERSONNEL-SALARIES:		$466,159	$524,989	$453,600	$577,700	27.4%
PERSONNEL-BENEFITS						
BENEFITS	0014200-50500	$293,433	$350,010	$274,000	$358,800	30.9%
TUITION REIMBURSEMENT	0014200-50550	$0	$1,850	$0	$0	0%
Total PERSONNEL-BENEFITS:		$293,433	$351,860	$274,000	$358,800	30.9%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0014200-51110	$3,629	$3,090	$5,100	$5,200	2%
UTILITIES	0014200-51120	$146,441	$120,643	$180,900	$180,900	0%
PROPERTY TAXES	0014200-51150	$4,589	$4,651	$6,500	$6,500	0%
EQUIPMENT RENTAL	0014200-51220	$1,240	$132	$1,500	$1,500	0%
REPAIRS & MAINT - CAPITAL FAC	0014200-51300	$77,781	$159,111	$114,400	$106,000	-7.3%
REPAIRS & MAINT - BDLGS	0014200-51310	$1,313	$1,712	$1,800	$1,800	0%
REPAIRS & MAINT - AUTO EQUIP	0014200-51410	$13,984	$7,940	$16,000	$16,000	0%
REPAIRS & MAINT - GENERAL	0014200-51420	$5,008	$9,736	$12,000	$12,000	0%
PRINTING & PUBLISHING	0014200-51500	$118	$101	$200	$200	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0014200-51520	$120	$200	$200	$700	250%
GENERAL OFFICE	0014200-51540	$840	$749	$900	$1,100	22.2%
SOFTWARE AND SOFTWARE LICENSES	0014200-51550	$3,604	$5,657	$5,400	$4,900	-9.3%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
UNIFORMS	0014200-51610	$4,711	$5,868	$6,000	$6,000	0%
UNIFORMS & SAFETY EQUIPMENT	0014200-51620	$564	$1,447	$2,500	$2,500	0%
MOTOR FUELS & LUBRICANTS	0014200-51630	$21,914	$21,330	$26,000	$26,000	0%
SMALL EQUIPMENT & TOOLS	0014200-51670	$3,550	$3,443	$6,300	$8,800	39.7%
TRAVEL MEETINGS & TRAINING	0014200-51810	$1,000	$1,710	$1,100	$1,100	0%
PROFESSIONAL SERVICES	0014200-51820	$545	$1,039	$600	$600	0%
CONTRACTUAL AGREEMENTS	0014200-51830	$43,767	$40,469	$76,200	$57,400	-24.7%
MATERIALS & OTHER SERVICES	0014200-51870	$17,108	$17,576	$64,600	$67,100	3.9%
CONTRIBUTION TO SERVICES	0014200-51880	$6,609	$7,209	$7,900	$9,000	13.9%
Total MAINT & OPERATIONS:		$358,435	$413,813	$536,100	$515,300	-3.9%
DEBT SERVICE						
PRINCIPAL - LEASE	0014200-51911	$1,831	$2,065	$0	$0	0%
PRINCIPAL - SBITA	0014200-51912	$0	$265	$0	$0	0%
INTEREST - LEASE	0014200-51921	$336	$299	$0	$0	0%
INTEREST - SBITA	0014200-51922	$0	$3	$0	$0	0%
Total DEBT SERVICE:		$2,167	$2,632	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	0014200-58210	$0	$96,679	$97,000	$97,000	0%
MACHINERY & EQUIPMENT	0014200-58220	$0	$25,027	$6,000	$0	-100%
LEASE ASSET	0014200-58270	$11,321	$0	$0	$0	0%
SBITA ASSET	0014200-58280	$0	$1,273	$0	$0	0%
TECHNOLOGY SYSTEMS	0014200-58845	$0	$5,929	$12,000	$20,600	71.7%
Total CAPITAL OUTLAY:		$11,321	$128,907	$115,000	$117,600	2.3%
Total Expense Objects:		$1,131,515	$1,422,201	$1,378,700	$1,569,400	13.8%

Budget Justification

GENERAL FUND
PARKS
0014200

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Field Services Superintendent - 5%	
2 - Field Maintenance Tech II - 100%	
6 - Field Maintenance Tech I - 100%	559,700
50010 - SALARIES REGULAR Total	**559,700**
50110 - SALARIES - OVERTIME	
Authorized overtime including City Parade, run events and traffic control.	18,000
50110 - SALARIES - OVERTIME Total	**18,000**
50 - PERSONNEL - SALARIES Total	**577,700**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	356,800
OPEB Funding Contribution	2,000
50500 - BENEFITS Total	**358,800**
51 - PERSONNEL - BENEFITS Total	**358,800**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone communication for Parks personnel and cellular service for security cameras placed in parks	5,200
51110 - COMMUNICATIONS - TELEPHONE Total	**5,200**
51120 - UTILITIES	
Water and electric utilities for all park lights, irrigation system and water for all City parks and Community Garden on Van Leuven St.	180,900
51120 - UTILITIES Total	**180,900**
51150 - PROPERTY TAXES	
Property Taxes for City owned property (471-020-001, 004-007)	4,700
Property Taxes for City Parks (0283-071-29 and 0283-102-16) Elmer Digneo Park Paid to Loma Linda University.	1,800
51150 - PROPERTY TAXES Total	**6,500**
51220 - EQUIPMENT RENTAL	
Misc. equipment rentals for unusual infrequent requirements	1,500
51220 - EQUIPMENT RENTAL Total	**1,500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Baseball field repair and upkeep for baseball season	10,000

Budget Justification

GENERAL FUND
PARKS
0014200

TITLE/ACCOUNT NUMBER	AMOUNT
Maintenance and repairs for the Community garden at Van Leuven St.	5,000
Repair parks, playground equipment, irrigation maintenance, general clean up maintenance, supplies, and pesticide applications for all City parks	56,500
Tree trimming	30,000
Weed abatement on City parks	4,500
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**106,000**
51310 - REPAIRS & MAINT - BDLGS	
Repairs and general maintenance of City facilities and ice machine maintenance	1,800
51310 - REPAIRS & MAINT - BDLGS Total	**1,800**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Vehicle maintenance and smog checks for equipment assigned to the park division	16,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**16,000**
51420 - REPAIRS & MAINT - GENERAL	
Repairs and maintenance of non-automotive equipment, radio, etc.	12,000
51420 - REPAIRS & MAINT - GENERAL Total	**12,000**
51500 - PRINTING & PUBLISHING	
Business cards	200
51500 - PRINTING & PUBLISHING Total	**200**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Pesticide certification, dues, and fees, memberships, PAPA	700
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**700**
51540 - GENERAL OFFICE	
Miscellaneous divisional support office supplies, paper supplies and postage for Parks, recreation and beautification agenda packet mail outs	1,100
51540 - GENERAL OFFICE Total	**1,100**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	4,900
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**4,900**
51610 - UNIFORMS	
Uniform allowances ($600) for ten Parks employees.	6,000
51610 - UNIFORMS Total	**6,000**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Parks department safety and pesticide safety equipment.	2,500
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**2,500**
51630 - MOTOR FUELS & LUBRICANTS	

Budget Justification

GENERAL FUND
PARKS
0014200

TITLE/ACCOUNT NUMBER	AMOUNT
Gas and oil for Parks maintenance units and equipment	26,000
51630 - MOTOR FUELS & LUBRICANTS Total	**26,000**
51670 - SMALL EQUIPMENT & TOOLS	
Blowers, line trimmers and edgers	2,500
Parks maintenance hand tools (rakes, hoes, pruners, etc.)	6,300
51670 - SMALL EQUIPMENT & TOOLS Total	**8,800**
51810 - TRAVEL MEETINGS & TRAINING	
PAPA Seminars & OSHA required training	1,100
51810 - TRAVEL MEETINGS & TRAINING Total	**1,100**
51820 - PROFESSIONAL SERVICES	
Drug and alcohol testing	100
LLU physicals	500
51820 - PROFESSIONAL SERVICES Total	**600**
51830 - CONTRACTUAL AGREEMENTS	
AC Maintenance for city properties at 25964 Mission Road at Heritage Park	1,000
Annual Security System monitoring of City-owned properties at 25964 Mission Rd/Heritage Park	2,200
Fire alarm maintenance and UL Monitoring & wet risers at Corp Yard (shared w/3200, 3500, 7010 and 7020)	1,300
Fire alarm maintenance and UL monitoring and wet risers at 25964 Mission Road	3,000
Fire Halon System & fire Extinguishers - Annual maintenance and inspection at the Corp yard (costs shared w/ 3200, 3500, and 7000)	500
HVAC - Annual maintenance at Corp Yard (costs shared w/ 3200, 4400 3500, 7010, 7020)	400
IWORQ Work order database software system (costs shared w/3200, 3500, 7000)	500
Janitorial services at the Corp Yard (cost shared w/3030, 3200, 4400, 7010, 7020, & 7030) and Cole House Janitorial Srvs	5,900
Lease for Plotter (shared cost 3030, 3100, 3200, 3500, 7000)	2,000
Pest control services at Corporation yard (shared w/ 3200, 4400, 3500 and 7000)	300
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	40,300
51830 - CONTRACTUAL AGREEMENTS Total	**57,400**
51870 - MATERIALS & OTHER SERVICES	

Budget Justification

GENERAL FUND
PARKS
0014200

TITLE/ACCOUNT NUMBER	AMOUNT
AQMD emissions fee (Gen-Diesel and flat fee for fiscal year) costs shared w/3200, 3100, 7010 and 7020)	300
Bear Valley share assessments (two installments - 61 pipeline shares and 1020 water shares). Temporary fee increase for waterline repairs and upgrades	39,000
Locks, keys, first aid supplies, batteries, pagers, etc.	2,800
Compost	25,000
51870 - MATERIALS & OTHER SERVICES Total	**67,100**
51880 - CONTRIBUTION TO SERVICES	
Contribution to Shop - 5.21%	9,000
51880 - CONTRIBUTION TO SERVICES Total	**9,000**
52 - MAINT & OPERATIONS Total	**515,300**
57 - CAPITAL OUTLAY	
58210 - AUTOMOTIVE EQUIPMENT	
F350 4x2 standard cab, XL, dump bed truck	97,000
58210 - AUTOMOTIVE EQUIPMENT Total	**97,000**
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	20,600
58845 - TECHNOLOGY SYSTEMS Total	**20,600**
57 - CAPITAL OUTLAY Total	**117,600**
Grand Total	**$ 1,569,400**

Vehicle Maintenance

T. Jarb Thaipejr
City Manager/Public Works Director

The Vehicle Maintenance Shop provides service to Public Works and Fire Department related equipment. Preventative maintenance and repairs are done on 70 vehicles, 9 tractors/tractor-type vehicles, 9 fixed generators and some 258 small equipment units.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Vehicle Maintenance Division:

1. To ensure all Public Works city vehicles and equipment are properly serviced and maintained.
2. To ensure that the fleet bay area is kept in a clean and orderly manner and all of the Public Works Department's equipment are properly maintained.
3. To ensure that safety is a primary objective when performing job responsibilities.

Vehicle Maintenance

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	0014400-50010	$70,962	$76,282	$77,300	$89,300	15.5%
SALARIES - OVERTIME	0014400-50110	$0	$0	$1,000	$1,000	0%
Total PERSONNEL-SALARIES:		$70,962	$76,282	$78,300	$90,300	15.3%
PERSONNEL-BENEFITS						
BENEFITS	0014400-50500	$35,317	$37,290	$37,300	$40,700	9.1%
CREDITS FROM OTHER DEPARTMENTS	0014400-50600	-$106,280	-$113,572	-$115,600	-$131,000	13.3%
Total PERSONNEL-BENEFITS:		-$70,962	-$76,282	-$78,300	-$90,300	15.3%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	0014400-51110	$1,323	$1,318	$1,400	$1,400	0%
UTILITIES	0014400-51120	$496	$229	$800	$800	0%
REPAIRS & MAINT - CAPITAL FAC	0014400-51300	$1,415	$132	$1,800	$1,800	0%
REPAIRS & MAINT - BDLGS	0014400-51310	$707	$156	$1,500	$2,500	66.7%
REPAIRS & MAINT - AUTO EQUIP	0014400-51410	$348	$569	$1,000	$1,300	30%
REPAIRS & MAINT - GENERAL	0014400-51420	$69	$500	$500	$700	40%
PRINTING & PUBLISHING	0014400-51500	$0	$0	$100	$200	100%
MEMBERSHIP/DUES/SUBSCRIPTIONS	0014400-51520	$0	$0	$400	$600	50%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
GENERAL OFFICE	0014400-51540	$149	$125	$300	$300	0%
SOFTWARE AND SOFTWARE LICENSES	0014400-51550	$3,414	$577	$4,000	$3,800	-5%
UNIFORMS	0014400-51610	$425	$582	$1,400	$1,700	21.4%
UNIFORMS & SAFETY EQUIPMENT	0014400-51620	$251	$0	$400	$400	0%
MOTOR FUELS & LUBRICANTS	0014400-51630	$1,112	$1,114	$1,500	$1,500	0%
SMALL EQUIPMENT & TOOLS	0014400-51670	$4,555	$5,170	$4,600	$4,600	0%
TRAVEL MEETINGS & TRAINING	0014400-51810	$204	$831	$800	$1,500	87.5%
PROFESSIONAL SERVICES	0014400-51820	$158	$145	$200	$100	-50%
CONTRACTUAL AGREEMENTS	0014400-51830	$3,799	$4,647	$10,900	$10,900	0%
MATERIALS & OTHER SERVICES	0014400-51870	$1,783	$560	$2,900	$3,200	10.3%
CREDITS FROM OTHER DEPARTMENTS	0014400-51891	-$20,682	-$17,178	-$34,500	-$37,300	8.1%
Total MAINT & OPERATIONS:		-$473	-$524	$0	$0	0%
DEBT SERVICE						
PRINCIPAL - LEASE	0014400-51911	$364	$411	$0	$0	0%
PRINCIPAL - SBITA	0014400-51912	$0	$53	$0	$0	0%
INTEREST - LEASE	0014400-51921	$67	$60	$0	$0	0%
INTEREST - SBITA	0014400-51922	$0	$1	$0	$0	0%
Total DEBT SERVICE:		$431	$524	$0	$0	0%
CAPITAL OUTLAY						
CREDITS FROM OTHER DEPARTMENTS	0014400-58200	$0	-$6,896	-$2,400	-$4,100	70.8%
MACHINERY & EQUIPMENT	0014400-58220	$0	$5,463	$0	$0	0%
LEASE ASSET	0014400-58270	$2,253	$0	$0	$0	0%
SBITA ASSET	0014400-58280	$0	$253	$0	$0	0%
TECHNOLOGY SYSTEMS	0014400-58845	$0	$1,180	$2,400	$4,100	70.8%
Total CAPITAL OUTLAY:		$2,253	$0	$0	$0	0%
Total Expense Objects:		$2,211	$0	$0	$0	0%

Budget Justification

GENERAL FUND
VEHICLE MAINTENANCE
0014400

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Fleet Services Manager 100%	89,300
50010 - SALARIES REGULAR Total	**89,300**
50110 - SALARIES - OVERTIME	
Authorized overtime	1,000
50110 - SALARIES - OVERTIME Total	**1,000**
50 - PERSONNEL - SALARIES Total	**90,300**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	40,300
OPEB Funding Contribution	400
50500 - BENEFITS Total	**40,700**
50600 - CREDITS FROM OTHER DEPARTMENTS	
Credits from other departments	(131,000)
50600 - CREDITS FROM OTHER DEPARTMENTS Total	**(131,000)**
51 - PERSONNEL - BENEFITS Total	**(90,300)**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Portion of security phone line/ Phone costs	1,400
51110 - COMMUNICATIONS - TELEPHONE Total	**1,400**
51120 - UTILITIES	
pro-rates share of electricity	800
51120 - UTILITIES Total	**800**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Miscellaneous supplies for maintenance of shop	1,800
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**1,800**
51310 - REPAIRS & MAINT - BDLGS	
Miscellaneous repairs of fleet garage structure	1,500
Epoxy for fleet shop floor	1,000
51310 - REPAIRS & MAINT - BDLGS Total	**2,500**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Repair and maintenance of City fleet	1,300
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**1,300**
51420 - REPAIRS & MAINT - GENERAL	

Budget Justification

GENERAL FUND
VEHICLE MAINTENANCE
0014400

TITLE/ACCOUNT NUMBER	AMOUNT
Repairs to radio and non-automotive equipment, upholstery, and light bars	700
51420 - REPAIRS & MAINT - GENERAL Total	**700**
51500 - PRINTING & PUBLISHING	
Business cards or miscellaneous printing for handbooks	200
51500 - PRINTING & PUBLISHING Total	**200**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Municipal Equipment Maintenance Association	400
Department of Transportation Compliance	200
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**600**
51540 - GENERAL OFFICE	
General office supplies	300
51540 - GENERAL OFFICE Total	**300**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Vehicle Tracking software	2,800
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	1,000
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**3,800**
51610 - UNIFORMS	
Uniform rental	1,700
51610 - UNIFORMS Total	**1,700**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment	400
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**400**
51630 - MOTOR FUELS & LUBRICANTS	
Gas and oil for shop vehicles and equipment	1,500
51630 - MOTOR FUELS & LUBRICANTS Total	**1,500**
51670 - SMALL EQUIPMENT & TOOLS	
Tools and equipment for fleet repairs	4,600
51670 - SMALL EQUIPMENT & TOOLS Total	**4,600**
51810 - TRAVEL MEETINGS & TRAINING	
Safety and OSHA required training	1,500
51810 - TRAVEL MEETINGS & TRAINING Total	**1,500**
51820 - PROFESSIONAL SERVICES	
DMV physicals, drug and alcohol testing	100
51820 - PROFESSIONAL SERVICES Total	**100**
51830 - CONTRACTUAL AGREEMENTS	
Above ground storage fees - CUPA permit for facility FA0002031 (cost shared w/ 3500 and 7000	500

Budget Justification

GENERAL FUND
VEHICLE MAINTENANCE
0014400

TITLE/ACCOUNT NUMBER	AMOUNT
AQMD operating fee and EHS emissions fee permits	800
Fire extinguisher service	100
Janitorial services for Corporate yard (cost share w/3030, 3200, 4200, 3500, and 7000)	900
Pest control services (cost shared w/3200, 4200, 3500, and 7000)	300
Quick service smog program	100
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	8,100
Work order database software system (cost shared w/3200, 4200, and 3500)	100
51830 - CONTRACTUAL AGREEMENTS Total	**10,900**
51870 - MATERIALS & OTHER SERVICES	
Locks, keys, first aid supplies, rags, pagers, cell phone accessories, etc.	2,200
Shop towels & mat rental	1,000
51870 - MATERIALS & OTHER SERVICES Total	**3,200**
51891 - CREDITS FROM OTHER DEPARTMENTS	
credits from other department	(37,300)
51891 - CREDITS FROM OTHER DEPARTMENTS Total	**(37,300)**
52 - MAINT & OPERATIONS Total	**-**
57 - CAPITAL OUTLAY	
58200 - CREDITS FROM OTHER DEPARTMENTS	
Credit From Other Departments	(4,100)
58200 - CREDITS FROM OTHER DEPARTMENTS Total	**(4,100)**
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	4,100
58845 - TECHNOLOGY SYSTEMS Total	**4,100**
57 - CAPITAL OUTLAY Total	**-**
Grand Total	**$ -**

Sewer Enterprise

T. Jarb Thaipejr
City Manager/Public Works Director

The Sewer Division is responsible for the maintenance of over 72.6 miles of mains ranging from 6" to 24" in size. The service of cleaning out the city sewer, storm drain and catch basin systems is performed under the Public Works Sewer Division. The City of San Bernardino provides wastewater treatment for approximately 3 million gallons of effluent daily. Total service fees are contingent upon adjustments resulting from rate increases imposed by the City of San Bernardino.

Revenues by Source - Sewer Enterprise

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$19,374	$48,264	$102,200	$102,200	0%
CHARGES FOR SERVICES	$5,479,591	$5,845,566	$6,131,000	$6,369,700	3.9%
OTHER	$876	$33,432	$62,000	$62,000	0%
OPERATING TRANSF IN	$84,923	$6,300	$0	$0	0%
DEVELOPER CONT	$0	$930,520	$0	$0	0%
Total Revenue Source:	$5,546,016	$6,864,082	$6,295,200	$6,533,900	3.8%

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Sewer Department:

1. To maintain the operations of the city's sewer system efficiently.

2. To comply with the requirements of the National Pollutant Discharge Elimination System (NPDES) Permit Program.

Sewer Enterprise

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	4053500-50010	$406,891	$432,960	$513,300	$653,900	27.4%
SALARIES FULL-TIME TEMP WAGES	4053500-50015	$4,516	$0	$0	$0	0%
SALARIES - PART-TIME/TEMPORARY	4053500-50020	$0	$4,619	$0	$0	0%
SALARIES - OVERTIME	4053500-50110	$5,517	$3,695	$19,000	$19,000	0%
Total PERSONNEL-SALARIES:		$416,924	$441,273	$532,300	$672,900	26.4%
PERSONNEL-BENEFITS						
BENEFITS	4053500-50500	$244,740	$263,824	$247,500	$340,800	37.7%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
PENSION UAL	4053500-50540	$88,400	$0	$0	$0	0%
TUITION REIMBURSEMENT	4053500-50550	$0	$0	$1,900	$1,900	0%
PENSION EXP - GASB 68	4053500-50560	-$937,724	$697,293	$0	$0	0%
OPEB EXP - GASB 75	4053500-50565	-$2,202	-$6,818	$0	$0	0%
Total PERSONNEL-BENEFITS:		-$606,786	$954,299	$249,400	$342,700	37.4%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	4053500-51110	$3,583	$3,269	$3,500	$4,000	14.3%
UTILITIES	4053500-51120	$8,754	$8,539	$14,700	$14,700	0%
EQUIPMENT RENTAL	4053500-51220	$0	$0	$1,800	$1,900	5.6%
REPAIRS & MAINT - CAPITAL FAC	4053500-51300	$16,690	$66,882	$32,100	$33,700	5%
REPAIRS & MAINT - BDLGS	4053500-51310	$1,633	$2,901	$2,000	$3,000	50%
REPAIRS & MAINT - AUTO EQUIP	4053500-51410	$4,966	$4,191	$11,500	$8,000	-30.4%
REPAIRS & MAINT - GENERAL	4053500-51420	$382	$225	$1,400	$1,400	0%
PRINTING & PUBLISHING	4053500-51500	$2,163	$21	$7,400	$7,400	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	4053500-51520	$613	$456	$1,800	$1,000	-44.4%
GENERAL OFFICE	4053500-51540	$4,607	$5,170	$5,500	$5,500	0%
SOFTWARE AND SOFTWARE LICENSES	4053500-51550	$4,542	$3,660	$15,000	$14,900	-0.7%
UNIFORMS	4053500-51610	$1,202	$1,316	$1,300	$1,200	-7.7%
UNIFORMS & SAFETY EQUIPMENT	4053500-51620	$642	$1,764	$2,000	$2,000	0%
MOTOR FUELS & LUBRICANTS	4053500-51630	$6,999	$5,912	$6,800	$6,800	0%
SMALL EQUIPMENT & TOOLS	4053500-51670	$932	$1,674	$3,000	$3,000	0%
BOOKS & EDUCATIONAL MATERIALS	4053500-51680	$180	$0	$500	$500	0%
TRAVEL MEETINGS & TRAINING	4053500-51810	$2,289	$2,693	$3,600	$3,600	0%
PROFESSIONAL SERVICES	4053500-51820	$19,035	$16,645	$42,600	$314,800	639%
CONTRACTUAL AGREEMENTS	4053500-51830	$3,014,959	$3,420,009	$3,751,900	$4,004,100	6.7%
INSURANCE	4053500-51860	$18,640	$16,511	$13,500	$17,200	27.4%
MATERIALS & OTHER SERVICES	4053500-51870	$951	$1,751	$1,500	$1,500	0%
CONTRIBUTION TO SERVICES	4053500-51880	$21,409	$23,165	$25,700	$29,000	12.8%
GENERAL FUND OVERHEAD	4053500-51900	$762,548	$841,612	$955,800	$1,126,300	17.8%
DEPRECIATION	4053500-51930	$164,991	$173,255	$162,200	$162,200	0%
AMORTIZATION - LEASE	4053500-51931	$3,766	$6,029	$0	$0	0%
AMORTIZATION - SBITA	4053500-51932	$0	$951	$0	$0	0%
BAD DEBT EXPENSE	4053500-51940	$179	$0	$0	$0	0%
Total MAINT & OPERATIONS:		$4,066,654	$4,608,601	$5,067,100	$5,767,700	13.8%
OPERATING TRANSF OUT						
CAP CONT -TRANSF OF CAP ASSETS	4053500-51892	$81,123	$7,468	$0	$0	0%
Total OPERATING TRANSF OUT:		$81,123	$7,468	$0	$0	0%
DEBT SERVICE						
INTEREST	4053500-51920	$435	$113	$0	$0	0%
INTEREST - LEASE	4053500-51921	$657	$893	$0	$0	0%
INTEREST - SBITA	4053500-51922	$0	$77	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total DEBT SERVICE:		$1,093	$1,083	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	4053500-58210	$0	$0	$18,200	$7,500	-58.8%
MACHINERY & EQUIPMENT	4053500-58220	$0	$0	$1,000	$0	-100%
BUILDINGS AND STRUCTURES	4053500-58250	$3,800	$6,300	$0	$115,000	N/A
TECHNOLOGY SYSTEMS	4053500-58845	$0	$21	$15,100	$25,600	69.5%
Total CAPITAL OUTLAY:		$3,800	$6,321	$34,300	$148,100	331.8%
Total Expense Objects:		$3,962,808	$6,019,045	$5,883,100	$6,931,400	17.8%

Budget Justification

ENTERPRISE OPERATION FUND
SEWER
4053500

TITLE/ACCOUNT NUMBER		AMOUNT
50 - PERSONNEL - SALARIES		
50010 - SALARIES REGULAR		
City Manager/PW Director/City Engineer - 15%		
Finance Director - 30%		
Associate Engineer - 10%		
Engineering Technician/GIS Manager - 25%		
Executive Assistant - 28%		
Sr. Accountant/Financial Analyst - 30%		
Supervising Accounting Technician - 30%		
Supervising Accounting Technician - 10%		
Accounting Specialist - 25%		
Account Clerk - 25%		
Accounting Technician II - 25%		
Accounting Technician II - 10%		
Administrative Specialist III - 50%		
Administrative Specialist I - 25%		
Utilities Maintenance Technician I - 100%		
Utilities Maintenance Technician III - 100%		
Information Systems Manager - 25%		
Administrative Specialist I - 28%		
Distribution Superintendent - 50%		
Customer Support Technician - 25%		
Asst. City Manager/Economic Development Director - 15%		
Accountant - 30%		653,900
50010 - SALARIES REGULAR	**Total**	**653,900**
50110 - SALARIES - OVERTIME		
Authorized overtime		13,500
Software implementation overtime		5,500
50110 - SALARIES - OVERTIME	**Total**	**19,000**
50 - PERSONNEL - SALARIES Total		**672,900**
51 - PERSONNEL - BENEFITS		
50500 - BENEFITS		
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan		338,600
OPEB Funding Contribution		2,200
50500 - BENEFITS	**Total**	**340,800**
50550 - TUITION REIMBURSEMENT		
Pro-rata share for Executive Assistant and Administrative Assistant		1,900

Budget Justification

ENTERPRISE OPERATION FUND
SEWER
4053500

TITLE/ACCOUNT NUMBER	AMOUNT
50550 - TUITION REIMBURSEMENT Total	**1,900**
51 - PERSONNEL - BENEFITS Total	**342,700**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone - proportional share of Corporate yard	4,000
51110 - COMMUNICATIONS - TELEPHONE Total	**4,000**
51120 - UTILITIES	
Proportional share of Corporate Yard electric, gas and water	14,700
51120 - UTILITIES Total	**14,700**
51220 - EQUIPMENT RENTAL	
Grader rental for detention basin maintenance	1,800
Rent for mail meter machine (costs shared with 1940,7000,1800)	100
51220 - EQUIPMENT RENTAL Total	**1,900**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Annual maintenance of sewer mains, laterals, manholes, sewers and storm drain covers and rings	16,500
Quarterly vegetation control and drainage facility	4,500
Sewer lift Station maintenance	5,000
Sewer maintenance for Khan Drive	500
Sewer video inspections	2,200
TV Miscellaneous trouble spots	5,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**33,700**
51310 - REPAIRS & MAINT - BDLGS	
Generator maintenance	1,800
Repairs and maintenance of buildings and cleaning supplies for Corp. Yard	1,200
51310 - REPAIRS & MAINT - BDLGS Total	**3,000**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Repairs and maintenance of automobiles (including smog checks)	8,000
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**8,000**
51420 - REPAIRS & MAINT - GENERAL	
Repairs and maintenance of printer (Finance)	600
Repairs for non-automotive equipment, including fire extinguisher services	800
51420 - REPAIRS & MAINT - GENERAL Total	**1,400**
51500 - PRINTING & PUBLISHING	
New Homeowner booklet	5,000
Printing of annual budget (Finance)	400

Budget Justification

ENTERPRISE OPERATION FUND
SEWER
4053500

TITLE/ACCOUNT NUMBER	AMOUNT
Xeroxing, unallocated costs, printing miscellaneous forms, business cards, advertisements, etc.	1,600
Annual finance report ACFR	400
51500 - PRINTING & PUBLISHING Total	**7,400**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
Membership dues and subscriptions - CWEA for City personnel and certification renewals	1,000
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**1,000**
51540 - GENERAL OFFICE	
General office supplies, miscellaneous software, utility area upgrades, replacement cartridges for color printer and postage for utility notices	5,500
51540 - GENERAL OFFICE Total	**5,500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
AutoCAD annual subscription and Map 3-D (DLT Solutions) (costs shared w/3100,3200,7000)	800
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	6,000
Budget publishing software	1,600
Transparency Portal (Finance)	800
WIN 911-CCS & AVEVA Licenses for SCADA system	5,100
Lease Accounting Software	600
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**14,900**
51610 - UNIFORMS	
Uniform allowance for two employees at $600 each.	1,200
51610 - UNIFORMS Total	**1,200**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment for Sewer Division	2,000
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**2,000**
51630 - MOTOR FUELS & LUBRICANTS	
Fuel	6,800
51630 - MOTOR FUELS & LUBRICANTS Total	**6,800**
51670 - SMALL EQUIPMENT & TOOLS	
Small equipment and tools	3,000
51670 - SMALL EQUIPMENT & TOOLS Total	**3,000**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Educational books, video, re-certifications, etc.	500
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**500**
51810 - TRAVEL MEETINGS & TRAINING	
Safety training and OSHA training for City staff	3,600

Budget Justification

ENTERPRISE OPERATION FUND
SEWER
4053500

TITLE/ACCOUNT NUMBER	AMOUNT
51810 - TRAVEL MEETINGS & TRAINING Total	**3,600**
51820 - PROFESSIONAL SERVICES	
Actuarial calculation for GASB 68 (CalPERS) and GASB 74/75	1,500
Annual State Controller's Report	300
Audit services (Finance)	7,000
Consultant services for Storm Water Inspections	15,000
Employee Assistance Program, DMV, hiring physicals, drug and alcohol testing	1,000
Sewer Master Plan (shared with 4173510-51820)	250,000
Classification and compensation study (Total = $120K shared with 0011200 and 4657000)	40,000
51820 - PROFESSIONAL SERVICES Total	**314,800**
51830 - CONTRACTUAL AGREEMENTS	
Above ground storage fees for Facility FA0002031-CUPA Permit (cost shared w/4400, 7000)	300
Annual fee for collection transmittals (our collections service provider)	1,000
Annual lease for Engineer plotter/scanner - Epson Sure color and Lanier LW426 Copier (costs share w/ 3100 and 7000)	3,400
Annual Maintenance agreement w/Engineer's Plotter, scanner and printer (costs shared w/3030,3200,4200,7000)	200
Annual maintenance for AC unit at Corporation Yard	500
Cash Register Support	300
City of San Bernardino wastewater treatments	3,739,800
County Flood Control - Annual rent for 2" conduit	1,000
Credit card processing fees (Finance)	24,000
Cutter and buster support contract (Finance)	200
Digital Certification	200
ESRI GIS mapping software (costs share w/3100,7010,7020)	1,700
Folding machine support (Finance)	1,300
Halon Maintenance and UL Monitoring Services for Corp Yard 3 year contract (cost shared w/3200,4200,7010,7020)	1,200
IWORQ Work order database software system (Costs shared w/3200, 4200, & 7000)	700
Janitorial contractual services (cost shared w/3400 and 7000 ($16,600), banquet rental cleaning (costs shared w/3400 and 7000) ($2,500)	18,500
Mail opening machine annual maintenance (Finance)	200
National Pollution Discharge Elimination System (NPDES - annual contract with County of san Bernardino)	73,200
Printing and mailing utility bills (Infosend)	7,500

Budget Justification

ENTERPRISE OPERATION FUND
SEWER
4053500

TITLE/ACCOUNT NUMBER	AMOUNT
Roach spraying at sewer manholes	20,000
Security Camera analytics / recording support	700
Share of emergency calls through Com Center (Confire) 4% of total cost	14,400
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	53,400
USA Dig Alerts (costs shared w/3200,4200,7020)	500
Weed abatement cleanup of City property	1,500
Wonderware Support renewal (serial No.s,12331020,1233103-0, and 1233104-0)	2,300
Mail machine annual lease (Finance)	400
Tyler support and Disaster Recover Fees (Finance)	6,200
Pest control services - Corporation yard (cost share w/3200,4200,4400,7000)	300
Monitoring 2 sewer flow meters at $1170 per month (Hach)	14,100
Fire equipment annual maintenance Corp Yard fire wet risers and alarm panel.	700
SWRCB Annual Waste Discharge Requirement Fee for Facility Identification No. 836M1000274 ($10,600) and General Sanitary Sewer Waste Discharge fee ($3,800) for Facility Identification #8SSO10554	14,400
51830 - CONTRACTUAL AGREEMENTS Total	**4,004,100**
51860 - INSURANCE	
All Risk property/vehicle insurance	2,900
General liability insurance	3,800
Pollution Liability Insurance	100
Worker's compensation insurance	10,400
51860 - INSURANCE Total	**17,200**
51870 - MATERIALS & OTHER SERVICES	
AQMD emissions fee (costs shared with (3200, 4200, 7010, and 7020)	300
Traffic control signals and equipment, first aid supplies, locks and keys, batteries, cell phone accessories, etc.	1,200
51870 - MATERIALS & OTHER SERVICES Total	**1,500**
51880 - CONTRIBUTION TO SERVICES	
Contribution to Shop - 16.84%	29,000
51880 - CONTRIBUTION TO SERVICES Total	**29,000**
51900 - GENERAL FUND OVERHEAD	
General City overhead at 19.5%	1,126,300
51900 - GENERAL FUND OVERHEAD Total	**1,126,300**
51930 - DEPRECIATION	

Budget Justification

ENTERPRISE OPERATION FUND
SEWER
4053500

TITLE/ACCOUNT NUMBER		AMOUNT
Depreciation		162,200
51930 - DEPRECIATION	**Total**	**162,200**
52 - MAINT & OPERATIONS Total		**5,767,700**
57 - CAPITAL OUTLAY		
58210 - AUTOMOTIVE EQUIPMENT		
Dump trailer for storm drain reservoir cleaning		7,500
58210 - AUTOMOTIVE EQUIPMENT	**Total**	**7,500**
58845 - TECHNOLOGY SYSTEMS		
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements		25,600
58845 - TECHNOLOGY SYSTEMS	**Total**	**25,600**
58250 - BUILDINGS AND STRUCTURES		
Install new sewer pump station (cost shared with Sewer Capital Fund 417)		115,000
58250 - BUILDINGS AND STRUCTURES	**Total**	**115,000**
57 - CAPITAL OUTLAY Total		**148,100**
Grand Total	**$**	**6,931,400**

Loma Linda Connected Communities Program (LLCCP)

T. Jarb Thaipejr
City Manager/Public Works Director

The Loma Linda Connected Communities Program (LLCCP) has been established as an Enterprise Fund. The purpose of the Program is to provide Loma Linda residents and businesses with opportunities for voice, data, video, multimedia, home automation systems, environmental control, security, audio, television, sensors, alarms, and intercom services. The program establishes the standardized requirements for residential and commercial telecommunications cabling systems. The initial intent is to connect new development to the system, but the long term goal is to eventually retrofit and extend these services to the entire community.

Revenues by Source - LLCCP

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$1,857	$4,251	$7,700	$7,700	0%
CHARGES FOR SERVICES	$326,196	$322,399	$335,500	$331,800	-1.1%
OTHER	$0	$634	$1,700	$1,700	0%
Total Revenue Source:	$324,339	$327,283	$344,900	$341,200	-1.1%

Department Goals

For the Fiscal Year 2024-2025, the Information Systems Department has set the following goals for the Loma Linda Connected Communities Program:

1. Use technology to enhance and expand city services as well as increase efficiency among the city and citizens.
2. Inform more citizens of the Loma Linda Connected Community Program and provide access.
3. Manage the expansion and upgrades to the city wide network.
4. Oversee, update, and maintain the City's use of technology on the fiber optic network.
5. Drive LLCCP service options to new and existing commercial customers.
6. Drive LLCCP service options to new and existing residential developments.

Loma Linda Connected Communities Program (LLCCP)

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	4405900-50010	$4,661	$19,870	$48,200	$44,500	-7.7%
SALARIES - OVERTIME	4405900-50110	$1,616	$1,483	$7,500	$7,500	0%
Total PERSONNEL-SALARIES:		$6,277	$21,353	$55,700	$52,000	-6.6%
PERSONNEL-BENEFITS						
BENEFITS	4405900-50500	$8,425	$9,020	$25,300	$20,500	-19%
PENSION EXP - GASB 68	4405900-50560	-$144,266	$107,276	$0	$0	0%
OPEB EXP - GASB 75	4405900-50565	-$836	-$2,586	$0	$0	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total PERSONNEL-BENEFITS:		-$136,677	$113,710	$25,300	$20,500	-19%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	4405900-51110	$3,567	$1,490	$6,000	$6,000	0%
UTILITIES	4405900-51120	$8,860	$4,998	$6,000	$6,000	0%
REPAIRS & MAINT - BDLGS	4405900-51310	$526	$116	$6,500	$1,700	-73.8%
REPAIRS & MAINT - GENERAL	4405900-51420	$1,500	$0	$3,000	$3,000	0%
PRINTING & PUBLISHING	4405900-51500	$291	$0	$5,000	$5,000	0%
SMALL EQUIPMENT & TOOLS	4405900-51670	$653	$819	$2,000	$2,000	0%
PROFESSIONAL SERVICES	4405900-51820	$171,450	$175,290	$210,000	$210,000	0%
CONTRACTUAL AGREEMENTS	4405900-51830	$73,614	$76,210	$102,300	$115,000	12.4%
LEGAL SERVICES	4405900-51840	$0	$0	$5,000	$5,000	0%
INSURANCE	4405900-51860	$3,063	$1,956	$2,000	$2,000	0%
MATERIALS & OTHER SERVICES	4405900-51870	$0	$0	$3,000	$3,000	0%
DEPRECIATION	4405900-51930	$131,531	$132,447	$145,000	$145,000	0%
Total MAINT & OPERATIONS:		$395,055	$393,325	$495,800	$503,700	1.6%
DEBT SERVICE						
INTEREST	4405900-51920	$561,882	$561,882	$561,900	$561,900	0%
Total DEBT SERVICE:		$561,882	$561,882	$561,900	$561,900	0%
CAPITAL OUTLAY						
TECHNOLOGY SYSTEMS	4405900-58845	$8,159	$16,644	$50,000	$50,000	0%
Total CAPITAL OUTLAY:		$8,159	$16,644	$50,000	$50,000	0%
Total Expense Objects:		$834,695	$1,106,913	$1,188,700	$1,188,100	-0.1%

Budget Justification

LL CONNECTED COMMUNITIES
LL CONNECTED COMMUNITIES PROGRAM
4405900

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Information Systems Manager - 25%	
Customer Support Technician - 25%	44,500
50010 - SALARIES REGULAR Total	**44,500**
50110 - SALARIES - OVERTIME	
	7,500
50110 - SALARIES - OVERTIME Total	**7,500**
50 - PERSONNEL - SALARIES Total	**52,000**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, SS, Life Insurance, Disability Insurance, Cafeteria Plan	20,300
OPEB Funding Contribution	200
50500 - BENEFITS Total	**20,500**
51 - PERSONNEL - BENEFITS Total	**20,500**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone	6,000
51110 - COMMUNICATIONS - TELEPHONE Total	**6,000**
51120 - UTILITIES	
Utilities	6,000
51120 - UTILITIES Total	**6,000**
51310 - REPAIRS & MAINT - BDLGS	
Heat and air repairs for MDF sites	1,700
51310 - REPAIRS & MAINT - BDLGS Total	**1,700**
51420 - REPAIRS & MAINT - GENERAL	
Miscellaneous general repairs and maintenance	3,000
51420 - REPAIRS & MAINT - GENERAL Total	**3,000**
51500 - PRINTING & PUBLISHING	
LLCCP advertising - flyers, stickers, and other information brochures	5,000
51500 - PRINTING & PUBLISHING Total	**5,000**
51670 - SMALL EQUIPMENT & TOOLS	
Small equipment and tools, batteries, hardware, media converters	2,000
51670 - SMALL EQUIPMENT & TOOLS Total	**2,000**
51820 - PROFESSIONAL SERVICES	
Alethea Onsite network support	200,000
Alethea marketing services	10,000

Budget Justification

LL CONNECTED COMMUNITIES
LL CONNECTED COMMUNITIES PROGRAM
4405900

TITLE/ACCOUNT NUMBER	AMOUNT
51820 - PROFESSIONAL SERVICES Total	**210,000**
51830 - CONTRACTUAL AGREEMENTS	
CISCO router support share	3,000
Fire protection services (FPS) for 4 MDF sites	3,500
HVAC annual maintenance for 4 MDF sites	1,600
Lumen Wavelength/Highspeed IP	65,000
Secondary Frontier internet service	38,000
Utility Billing printing & mailing svcs (Infosend)	1,200
Arin IP numbers and annual registration fee	1,000
City wide shared: Cash register hardware, software, and interface suppt (Progressive)	500
FMS & Lockbox annual support	200
Utility Billing system annual support	1,000
51830 - CONTRACTUAL AGREEMENTS Total	**115,000**
51840 - LEGAL SERVICES	
Legal Services	5,000
51840 - LEGAL SERVICES Total	**5,000**
51860 - INSURANCE	
All Risk property/vehicle insurance	400
General liability insurance	500
Pollution Liability Insurance	100
Worker's compensation insurance	1,000
51860 - INSURANCE Total	**2,000**
51870 - MATERIALS & OTHER SERVICES	
Material and other services	3,000
51870 - MATERIALS & OTHER SERVICES Total	**3,000**
51920 - INTEREST	
Unpaid interest on RDA Successor Agency Loans	561,900
51920 - INTEREST Total	**561,900**
51930 - DEPRECIATION	
Depreciation	145,000
51930 - DEPRECIATION Total	**145,000**
52 - MAINT & OPERATIONS Total	**1,065,600**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Arin IP and miscellaneous repair/maintenance	50,000
58845 - TECHNOLOGY SYSTEMS Total	**50,000**
57 - CAPITAL OUTLAY Total	**50,000**
Grand Total	**$ 1,188,100**

Water Enterprise - Summary

T. Jarb Thaipejr
City Manager/Public Works Director

This Division is responsible for water production, distribution and meters. Production consists of the maintenance and operation of a water treatment plant, six wells, seven reservoirs, eleven booster pumps, SCADA (Supervisory Control And Data Acquisition) system, water quality and related electrical costs. Distribution consists of the maintenance of over 88.3 miles of mains, hydrants, water services and ten pressure-reducing stations. The Meter Section is responsible for the reading, maintenance and/or replacement of 5504 water meters.

Revenues by Source - Water Enterprise Summary

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	$51,561	$225,622	$318,300	$316,400	-0.6%
CHARGES FOR SERVICES	$6,988,320	$6,757,468	$6,964,300	$7,181,600	3.1%
OTHER	$460,173	$450,376	$533,000	$533,000	0%
OPERATING TRANSF IN	$1,298,108	$805,699	$0	$0	0%
GAIN ON DISP - ASSTS	$0	$2,500	$0	$0	0%
DEVELOPER CONT	$0	$1,844,315	$0	$0	0%
Total Revenue Source:	$8,798,163	$10,085,979	$7,815,600	$8,031,000	2.8%

Water Enterprise Expenditures - Summary

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects					
PERSONNEL-SALARIES	$1,350,735	$1,422,815	$1,741,200	$1,716,400	-1.4%
PERSONNEL-BENEFITS	-$1,507,483	$2,606,735	$778,400	$847,200	8.8%
MAINT & OPERATIONS	$4,855,202	$5,429,801	$6,319,500	$6,024,800	-4.7%
OPERATING TRANSF OUT	$53,397	$18,901	$0	$0	0%
DEBT SERVICE	$138,689	$130,070	$367,200	$367,600	0.1%
CAPITAL OUTLAY	$1,787,677	$1,083,040	$782,900	$1,619,000	106.8%
Total Expense Objects:	$6,678,216	$10,691,362	$9,989,200	$10,575,000	5.9%

Water Administration

T. Jarb Thaipejr
City Manager/Public Works Director

This portion of the Water Utility Fund is used to segregate the administration and personnel activities that are involved in the water operations, billing and accounting of the Public Works Department and Finance Department. This portion of the enterprise operations is also responsible for various consultant services for the continuing water replacement/upgrade program.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Water Administration Division's Program:

1. To provide excellent customer service to Loma Linda residents.

2. To address service requests for repairs in a timely manner.

Water Administration

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	4657000-50010	$387,828	$425,026	$514,100	$602,200	17.1%
SALARIES FULL-TIME TEMP WAGES	4657000-50015	$4,516	$0	$0	$0	0%
SALARIES - PART-TIME/TEMPORARY	4657000-50020	$0	$9,237	$31,500	$31,500	0%
SALARIES - OVERTIME	4657000-50110	$4,657	$4,733	$13,900	$13,900	0%
Total PERSONNEL-SALARIES:		$397,000	$438,996	$559,500	$647,600	15.7%
PERSONNEL-BENEFITS						
BENEFITS	4657000-50500	$229,616	$252,078	$244,400	$311,500	27.5%
PENSION UAL	4657000-50540	$211,600	$0	$0	$0	0%
TUITION REIMBURSEMENT	4657000-50550	$0	$0	$1,900	$1,900	0%
PENSION EXP - GASB 68	4657000-50560	-$2,452,511	$1,823,689	$0	$0	0%
OPEB EXP - GASB 75	4657000-50565	-$4,558	-$14,105	$0	$0	0%
Total PERSONNEL-BENEFITS:		-$2,015,853	$2,061,662	$246,300	$313,400	27.2%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	4657000-51110	$2,665	$2,514	$1,700	$3,000	76.5%
UTILITIES	4657000-51120	$13,652	$13,093	$16,500	$15,400	-6.7%
EQUIPMENT RENTAL	4657000-51220	$0	$0	$200	$200	0%
REPAIRS & MAINT - CAPITAL FAC	4657000-51300	$197	-$1,567	$600	$600	0%
REPAIRS & MAINT - BDLGS	4657000-51310	$669	$457	$500	$500	0%
REPAIRS & MAINT - AUTO EQUIP	4657000-51410	$273	$155	$300	$400	33.3%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
REPAIRS & MAINT - GENERAL	4657000-51420	$0	$0	$900	$900	0%
PRINTING & PUBLISHING	4657000-51500	$4,127	$4,747	$13,300	$13,300	0%
MEMBERSHIP/DUES/SUBSCRIPTIONS	4657000-51520	$2,986	$1,076	$3,800	$3,000	-21.1%
GENERAL OFFICE	4657000-51540	$5,537	$8,839	$5,700	$5,700	0%
SOFTWARE AND SOFTWARE LICENSES	4657000-51550	$3,244	$2,544	$8,700	$10,400	19.5%
UNIFORMS & SAFETY EQUIPMENT	4657000-51620	$0	$34	$500	$500	0%
MOTOR FUELS & LUBRICANTS	4657000-51630	$751	$909	$3,600	$3,600	0%
SMALL EQUIPMENT & TOOLS	4657000-51670	$136	$742	$100	$100	0%
PROFESSIONAL SERVICES	4657000-51820	$23,442	$15,237	$45,000	$57,700	28.2%
CONTRACTUAL AGREEMENTS	4657000-51830	$147,977	$118,568	$191,800	$181,300	-5.5%
LEGAL SERVICES	4657000-51840	$0	$0	$1,000	$1,000	0%
INSURANCE	4657000-51860	$71,428	$72,758	$62,500	$138,800	122.1%
MATERIALS & OTHER SERVICES	4657000-51870	$1,288	$618	$1,500	$1,600	6.7%
CONTRIBUTION TO SERVICES	4657000-51880	$56,779	$61,518	$68,200	$77,100	13%
GENERAL FUND OVERHEAD	4657000-51900	$180,954	$152,494	$404,300	$439,000	8.6%
DEPRECIATION	4657000-51930	$1,493,332	$1,504,616	$1,414,900	$1,414,900	0%
AMORTIZATION - LEASE	4657000-51931	$2,967	$5,608	$0	$0	0%
AMORTIZATION - SBITA	4657000-51932	$0	$890	$0	$0	0%
BAD DEBT EXPENSE	4657000-51940	$118	$0	$0	$0	0%
Total MAINT & OPERATIONS:		$2,012,523	$1,965,851	$2,245,600	$2,369,000	5.5%
OPERATING TRANSF OUT						
CAP CONT -TRANSF OF CAP ASSETS	4657000-51892	$53,397	$18,901	$0	$0	0%
Total OPERATING TRANSF OUT:		$53,397	$18,901	$0	$0	0%
DEBT SERVICE						
PRINCIPAL	4657000-51910	$0	$0	$245,000	$255,000	4.1%
INTEREST	4657000-51920	$140,163	$131,350	$122,200	$112,600	-7.9%
INTEREST - LEASE	4657000-51921	$523	$828	$0	$0	0%
BOND ISSUE EXPENSE/COI	4657000-51950	-$2,840	-$2,840	$0	$0	0%
Total DEBT SERVICE:		$137,846	$129,338	$367,200	$367,600	0.1%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	4657000-58210	$0	$0	$18,700	$0	-100%
INFRASTRUCTURE	4657000-58500	$308,744	$805,699	$0	$0	0%
TECHNOLOGY SYSTEMS	4657000-58845	$0	$14	$10,600	$18,100	70.8%
Total CAPITAL OUTLAY:		$308,744	$805,713	$29,300	$18,100	-38.2%
Total Expense Objects:		$893,657	$5,420,461	$3,447,900	$3,715,700	7.8%

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER ADMINISTRATION
4657000

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
City Manager/PW Director/City Engineer - 15%	
Finance Director - 30%	
Associate Engineer - 55%	
Engineering Technician/GIS Manager - 50%	
Executive Assistant - 28%	
Information Systems Manager - 25%	
Sr. Accountant/Financial Analyst - 30%	
Supervising Accounting Technician - 20%	
Supervising Accounting Technician - 40%	
Accounting Specialist - 40%	
Account Clerk – 50%	
Accounting Technician II – 10%	
Accounting Technician II- 50%	
Facilities Maintenance Manager - 25%	
Administrative Specialist III - 50%	
Administrative Specialist I - 25%	
Administrative Specialist I - 28%	
2 - Student Intern (Part-Time) -100%	
Customer Support Technician - 25%	
Asst. City Manager /Economic Development Director- 15%	
Accountant - 30%	602,200
50010 - SALARIES REGULAR Total	**602,200**
50020 - SALARIES - PART-TIME/TEMPORARY	
2 - Student Intern - PT - Not to exceed 1000 hours in a fiscal year. - 100%	31,500
50020 - SALARIES - PART-TIME/TEMPORARY Total	**31,500**
50110 - SALARIES - OVERTIME	
Authorized overtime	6,700
Software implementation overtime	7,200
50110 - SALARIES - OVERTIME Total	**13,900**
50 - PERSONNEL - SALARIES Total	**647,600**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	309,400
OPEB Funding Contribution	2,100

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER ADMINISTRATION
4657000

TITLE/ACCOUNT NUMBER	AMOUNT
50500 - BENEFITS Total	**311,500**
50550 - TUITION REIMBURSEMENT	
Pro-rata share for Executive Assistant & Administrative Assistant	1,900
50550 - TUITION REIMBURSEMENT Total	**1,900**
51 - PERSONNEL - BENEFITS Total	**313,400**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone - proportional share of Corporate Yard and cell phone charges for water personnel	3,000
51110 - COMMUNICATIONS - TELEPHONE Total	**3,000**
51120 - UTILITIES	
Utilities - electric and gas and proportional share of Corporate Yard billing	15,400
51120 - UTILITIES Total	**15,400**
51220 - EQUIPMENT RENTAL	
Mail meter machine rental (Finance)	200
51220 - EQUIPMENT RENTAL Total	**200**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Load test Corp Yard generator (Costs shared with 3200, 4200, 7000)	400
Miscellaneous repairs and maintenance	200
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**600**
51310 - REPAIRS & MAINT - BDLGS	
Repairs, maintenance, cleaning supplies, buildings	500
51310 - REPAIRS & MAINT - BDLGS Total	**500**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Automotive repairs and maintenance	400
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**400**
51420 - REPAIRS & MAINT - GENERAL	
Annual cleaning printer maintenance (Finance)	600
Repairs for non-automotive equipment, radio and pager equipment, computer equipment, phones, etc.	300
51420 - REPAIRS & MAINT - GENERAL Total	**900**
51500 - PRINTING & PUBLISHING	
Business cards	500
New Homeowner booklet	5,000
Printing of annual budget (Finance)	600
Printing utility bills - 33%, unallocated costs for printing miscellaneous forms, AWWA standards	1,500
Water quality reports	5,100

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER ADMINISTRATION
4657000

TITLE/ACCOUNT NUMBER	AMOUNT
ACFR (cover and printing) (Finance)	600
51500 - PRINTING & PUBLISHING Total	**13,300**
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS	
City Membership of American Water Works Association (AWWA)	2,100
CWEA (California Wastewater Environmental Association) and Water Purveyor annual membership (USC Cross Connection)	900
51520 - MEMBERSHIP/DUES/SUBSCRIPTIONS Total	**3,000**
51540 - GENERAL OFFICE	
Xerox and office supplies, computer supplies, upgrades, and color printer toner replacement cartridges, postage for utility notices	5,700
51540 - GENERAL OFFICE Total	**5,700**
51550 - SOFTWARE AND SOFTWARE LICENSES	
AutoCAD annual subscription and AutoCAD Map 3-D subscription (DLT solutions) (shared w/3100, 3200 and 3500)	800
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	4,300
Budget publishing software	2,400
Transparency Portal (Finance)	1,100
Lease Accounting Software	1,800
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**10,400**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Uniforms and safety equipment	500
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**500**
51630 - MOTOR FUELS & LUBRICANTS	
Motor fuels and lubricants	3,600
51630 - MOTOR FUELS & LUBRICANTS Total	**3,600**
51670 - SMALL EQUIPMENT & TOOLS	
Miscellaneous non-capital equipment and tools	100
51670 - SMALL EQUIPMENT & TOOLS Total	**100**
51820 - PROFESSIONAL SERVICES	
Actuarial calculation for GASB 68 (CalPERS) and GASB 74/75	3,000
Annual State Controller's Report	400
DMV hiring physicals, drug and alcohol testing for Water Department, employee assistance program	1,500
Share cost of audit services	9,800
Classification and compensation study (total = $120K cost shared with 0011200 and 4053500)	40,000
2016 Water Bond Continuing Disclosure	3,000
51820 - PROFESSIONAL SERVICES Total	**57,700**

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER ADMINISTRATION
4657000

TITLE/ACCOUNT NUMBER	AMOUNT
51830 - CONTRACTUAL AGREEMENTS	
Annual fees for collection transmittals (our collections service provider) (Finance)	1,000
Annual Fire Alarm and Halon Service -Maintenance Service and UL monitoring	1,800
County license agreement fee for reservoir	600
Credit card processing fees (Finance)	24,000
CRWQCB - De Minimums permit fee for water discharge requirement	3,500
Cutter/buster support contract (Finance)	200
Debt service trustee and paying agent fees	5,000
Digital Certification	200
Folder machine annual maintenance (Finance)	1,300
IWORQ Work order database software system (costs shared w/3100, 3200, 4200, 3500)	600
Janitorial services for City Hall and Corp Yard (cost shared w/3400, 3500)	21,700
Mail opener machine annual maintenance (Finance)	200
Pest control services (costs shared w/3200, 4200, 4400, and 3500)	300
Printing and mailing utility bills (Finance)	7,500
Reservoir Inspection and Cleaning	30,000
Security Camera analytics/recording support	500
Share of emergency calls through Com Center (Confire)	28,800
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	38,700
Use fee for Water System Improvements at Mt View	2,900
Weed abatement	2,000
Mail machine annual lease (Finance)	600
Tyler Financial software support and Disaster Recovery fees (Finance)	6,200
Cash Register Support (Finance)	300
Annual lease for Engineer plotter/scanner/copier (Epson Surecolor and Lanier Copier) (Marlin Bank) (costs share w/0013100, 4053500, 4657000)	3,400
51830 - CONTRACTUAL AGREEMENTS Total	**181,300**
51840 - LEGAL SERVICES	
Legal Services	1,000
51840 - LEGAL SERVICES Total	**1,000**
51860 - INSURANCE	
All Risk property/vehicle insurance	35,500
General liability insurance	46,700

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER ADMINISTRATION
4657000

TITLE/ACCOUNT NUMBER		AMOUNT
Pollution Liability Insurance		1,100
Worker's compensation insurance		55,500
51860 - INSURANCE	**Total**	**138,800**
51870 - MATERIALS & OTHER SERVICES		
Anderson Way Association annual assessment fees		600
First aid supplies, batteries, locks and keys, etc.		700
AQMD Hot Spot & Emissions fees		300
51870 - MATERIALS & OTHER SERVICES	**Total**	**1,600**
51880 - CONTRIBUTION TO SERVICES		
Contribution to Shop - 44.74%		77,100
51880 - CONTRIBUTION TO SERVICES	**Total**	**77,100**
51900 - GENERAL FUND OVERHEAD		
General City overhead at 15.5%		439,000
51900 - GENERAL FUND OVERHEAD	**Total**	**439,000**
51910 - PRINCIPAL		
2016 Water Revenue Refunding bond principal payment		255,000
51910 - PRINCIPAL	**Total**	**255,000**
51920 - INTEREST		
2016 Water Revenue Refunding Bond interest payments		112,600
51920 - INTEREST	**Total**	**112,600**
51930 - DEPRECIATION		
Depreciation expense		1,414,900
51930 - DEPRECIATION	**Total**	**1,414,900**
52 - MAINT & OPERATIONS Total		**2,736,600**
57 - CAPITAL OUTLAY		
58845 - TECHNOLOGY SYSTEMS		
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements		18,100
58845 - TECHNOLOGY SYSTEMS	**Total**	**18,100**
57 - CAPITAL OUTLAY Total		**18,100**
Grand Total	**$**	**3,715,700**

Water Production

T. Jarb Thaipejr
City Manager/Public Works Director

This portion of the Water Utility Fund includes all costs associated with maintenance, operations and water quality of the Production Division. The capital outlay portion of this account is responsible for the replacement/upgrade of all wells, reservoirs and special auxiliary facilities such as boosters, pressure reducing stations and telemetry equipment.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Water Production Division's Program:

1. To ensure that good quality water is served to Loma Linda residents.
2. To maintain and monitor the operations of the city's water wells and reservoirs through the SCADA System.
3. To promote water conservation to the city's residents.
4. Replace water valves.
5. Paint well buildings and piping at Richardson Treatment Plant, Mt. View Well No. 5 and Mt. View Well No. 6.

Water Production

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	4657010-50010	$371,694	$448,904	$492,400	$485,400	-1.4%
SALARIES - OVERTIME	4657010-50110	$75,271	$74,320	$84,000	$63,100	-24.9%
Total PERSONNEL-SALARIES:		$446,965	$523,224	$576,400	$548,500	-4.8%
PERSONNEL-BENEFITS						
BENEFITS	4657010-50500	$206,874	$254,502	$246,200	$258,900	5.2%
Total PERSONNEL-BENEFITS:		$206,874	$254,502	$246,200	$258,900	5.2%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	4657010-51110	$5,552	$7,816	$5,900	$5,900	0%
UTILITIES	4657010-51120	$1,133,133	$1,288,390	$1,464,400	$1,464,400	0%
WATER PURCHASES	4657010-51130	$282,920	$341,623	$331,000	$338,000	2.1%
EQUIPMENT RENTAL	4657010-51220	$0	$0	$500	$500	0%
REPAIRS & MAINT - CAPITAL FAC	4657010-51300	$299,144	$653,528	$658,800	$225,500	-65.8%
REPAIRS & MAINT - BDLGS	4657010-51310	$5,514	$5,472	$2,600	$5,500	111.5%
REPAIRS & MAINT - AUTO EQUIP	4657010-51410	$5,871	$6,654	$4,700	$5,900	25.5%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
REPAIRS & MAINT - GENERAL	4657010-51420	$364	$350	$800	$800	0%
PRINTING & PUBLISHING	4657010-51500	$0	$0	$200	$200	0%
GENERAL OFFICE	4657010-51540	$966	$1,763	$3,400	$2,000	-41.2%
SOFTWARE AND SOFTWARE LICENSES	4657010-51550	$4,813	$7,971	$14,000	$13,400	-4.3%
UNIFORMS	4657010-51610	$2,362	$2,780	$4,200	$3,600	-14.3%
UNIFORMS & SAFETY EQUIPMENT	4657010-51620	$3,517	$1,643	$1,700	$2,500	47.1%
MOTOR FUELS & LUBRICANTS	4657010-51630	$16,438	$16,488	$17,500	$17,500	0%
SMALL EQUIPMENT & TOOLS	4657010-51670	$4,870	$7,861	$9,900	$7,500	-24.2%
BOOKS & EDUCATIONAL MATERIALS	4657010-51680	$355	$0	$500	$1,000	100%
TRAVEL MEETINGS & TRAINING	4657010-51810	$3,040	$4,699	$7,200	$7,200	0%
PROFESSIONAL SERVICES	4657010-51820	$77,298	$83,665	$110,000	$110,000	0%
CONTRACTUAL AGREEMENTS	4657010-51830	$79,559	$87,293	$210,600	$153,200	-27.3%
MATERIALS & OTHER SERVICES	4657010-51870	$1,681	$2,895	$3,100	$3,100	0%
GENERAL FUND OVERHEAD	4657010-51900	$484,722	$512,353	$656,800	$657,600	0.1%
AMORTIZATION - LEASE	4657010-51931	$2,136	$2,136	$0	$0	0%
Total MAINT & OPERATIONS:		$2,414,256	$3,035,380	$3,507,800	$3,025,300	-13.8%
DEBT SERVICE						
INTEREST - LEASE	4657010-51921	$360	$291	$0	$0	0%
INTEREST - SBITA	4657010-51922	$0	$22	$0	$0	0%
Total DEBT SERVICE:		$360	$312	$0	$0	0%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	4657010-58220	$133,370	$0	$42,300	$607,400	1,335.9%
INFRASTRUCTURE	4657010-58500	$1,345,563	$0	$508,600	$240,000	-52.8%
TECHNOLOGY SYSTEMS	4657010-58845	$0	$16	$11,900	$220,400	1,752.1%
Total CAPITAL OUTLAY:		$1,478,933	$16	$562,800	$1,067,800	89.7%
Total Expense Objects:		$4,547,389	$3,813,435	$4,893,200	$4,900,500	0.1%

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER PRODUCTION
4657010

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Treatment Superintendent - 100%	
1 - Treatment Plant Operator III - 100%	
2 - Treatment Plant Operator II - 100%	
2 - Treatment Plant Operator I - 100%	485,400
50010 - SALARIES REGULAR Total	**485,400**
50110 - SALARIES - OVERTIME	
Authorized overtime	63,100
50110 - SALARIES - OVERTIME Total	**63,100**
50 - PERSONNEL - SALARIES Total	**548,500**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	257,300
OPEB Funding Contribution	1,600
50500 - BENEFITS Total	**258,900**
51 - PERSONNEL - BENEFITS Total	**258,900**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Wireless phones and telephone fees	5,900
51110 - COMMUNICATIONS - TELEPHONE Total	**5,900**
51120 - UTILITIES	
Electricity charges to pump water wells	1,464,400
51120 - UTILITIES Total	**1,464,400**
51130 - WATER PURCHASES	
Groundwater sustainability	270,000
Routine water purchases from the City of San Bernardino	68,000
51130 - WATER PURCHASES Total	**338,000**
51220 - EQUIPMENT RENTAL	
Miscellaneous equipment rental	500
51220 - EQUIPMENT RENTAL Total	**500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Backflow testing and repairs	20,000
Cathodic Protection Systems	3,500
Generator load test	2,000

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER PRODUCTION
4657010

TITLE/ACCOUNT NUMBER	AMOUNT
Maintenance of water production system - wells, boosters, SCADA - proposed budget reflective of on-going well contamination and increased repair and replacement problems. Yearly maintenance for 500 KW generator. Reservoir inspections at 100K and 600K site improvements, repairs and maintenance	200,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**225,500**
51310 - REPAIRS & MAINT - BDLGS	
Maintenance of production site facilities and building cleaning supplies	5,500
51310 - REPAIRS & MAINT - BDLGS Total	**5,500**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Vehicle maintenance supplies and smog checks	5,900
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**5,900**
51420 - REPAIRS & MAINT - GENERAL	
Repairs on non-automotive equipment	800
51420 - REPAIRS & MAINT - GENERAL Total	**800**
51500 - PRINTING & PUBLISHING	
Business cards	200
51500 - PRINTING & PUBLISHING Total	**200**
51540 - GENERAL OFFICE	
Office Supplies, computer supplies, toner replacements, cartridges, postage	2,000
51540 - GENERAL OFFICE Total	**2,000**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Annual support for software for backflow cross connection inventory	5,900
Backflow prevention management software annual support	1,300
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	4,800
WIN 911-CCS & AVEVA Licenses for SCADA system	1,400
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**13,400**
51610 - UNIFORMS	
Uniform allowance for six Water Production employees at $600/each.	3,600
51610 - UNIFORMS Total	**3,600**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment	2,500
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**2,500**
51630 - MOTOR FUELS & LUBRICANTS	
Fuels, lubricants and oil for division vehicles	17,500
51630 - MOTOR FUELS & LUBRICANTS Total	**17,500**
51670 - SMALL EQUIPMENT & TOOLS	
Hand tools and portable gas generator and gas detector	7,500

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER PRODUCTION
4657010

TITLE/ACCOUNT NUMBER	AMOUNT
51670 - SMALL EQUIPMENT & TOOLS Total	**7,500**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Continuing education and certifications reimbursements and videos	1,000
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**1,000**
51810 - TRAVEL MEETINGS & TRAINING	
Professional meetings, seminars, certification renewals, and training	7,200
51810 - TRAVEL MEETINGS & TRAINING Total	**7,200**
51820 - PROFESSIONAL SERVICES	
Water sampling (some sampling testing is reimbursed by Lockheed Martin)	110,000
51820 - PROFESSIONAL SERVICES Total	**110,000**
51830 - CONTRACTUAL AGREEMENTS	
AB-2995 State Water Resource Board - Public Water System fees for Sys#3610013) (two application fees) and water system enforcement fees	44,800
Annual air conditioning maintenance of 6 well sites (MV3, MV5, Rich 4, Rich 3, Rich 5 and Rich 6)	2,400
Annual maintenance of air conditioning units at Corporate Yard (costs shared w/3200, 4200, 3500, and 7020)	400
Annual software support - SCADA alarm	500
Annual vegetation control at well sites and booster stations	9,500
ESRI GIS mapping software (costs share w/3100, 3500, and 7020)	1,700
Nitratax Plus and Controller annual maintenance (Hach)	3,300
Pest control services at 10466 Richardson	800
Public Outreach Programs by Participating Regional Agencies - City's Share	16,000
Security Camera analytics/recording support	400
SMS Controller - Annual Service Fee	1,200
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	39,900
SWRCB -annual permit fee for Facility Identification# 8 362917001 (should be reimbursed by Lockheed)	20,600
UL Monitoring at Corp Yard (shared w/3200, 4200, 3500 and 7020)	1,300
Water Trax water quality annual software subscription	10,100
Security alarm monitoring at Richardson Treatment Plant	300
51830 - CONTRACTUAL AGREEMENTS Total	**153,200**
51870 - MATERIALS & OTHER SERVICES	
AQMD emission fees (costs shared w/3200, 3500, 4200, and 7020)	300
AQMD emissions & annual permit fees for 3.2 MG reservoir	1,000

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER PRODUCTION
4657010

TITLE/ACCOUNT NUMBER	AMOUNT
Signs, cones, barricades, locks, keys, and first aid supplies	1,800
51870 - MATERIALS & OTHER SERVICES Total	**3,100**
51900 - GENERAL FUND OVERHEAD	
General City overhead at 15.5%	657,600
51900 - GENERAL FUND OVERHEAD Total	**657,600**
52 - MAINT & OPERATIONS Total	**3,025,300**
57 - CAPITAL OUTLAY	
58220 - MACHINERY & EQUIPMENT	
Trash pump for wells	7,400
New generator at well site	600,000
58220 - MACHINERY & EQUIPMENT Total	**607,400**
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	20,400
Upgrade SCADA System	200,000
58845 - TECHNOLOGY SYSTEMS Total	**220,400**
58500 - INFRASTRUCTURE	
Campus Street pressure regulating valve replacement	100,000
Richardson Well No. 6 Rehabilitation	100,000
Lawton/Campus Booster	40,000
58500 - INFRASTRUCTURE Total	**240,000**
57 - CAPITAL OUTLAY Total	**1,067,800**
Grand Total	**$ 4,900,500**

Water Transmission & Distribution

T. Jarb Thaipejr
City Manager/Public Works Director

This portion of the Water Utility Fund includes all costs associated with maintenance and operations of the Distribution Division. The capital outlay portion of this account is responsible for the annual maintenance and replacement of mains, hydrants and water services. Approximately 966 hydrants, 88.3 miles of water mains and 5,504 water services are in the current system.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Water Distribution Division's Program:

1. To maintain the water distribution system of the city.

2. Purchase a 926M Wheel Loader (cost shared with Streets Department).

Water Transmission & Distribution

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	4657020-50010	$340,661	$356,316	$476,200	$404,100	-15.1%
SALARIES - OVERTIME	4657020-50110	$15,964	$19,502	$42,000	$26,000	-38.1%
Total PERSONNEL-SALARIES:		$356,625	$375,818	$518,200	$430,100	-17%
PERSONNEL-BENEFITS						
BENEFITS	4657020-50500	$213,530	$226,773	$245,600	$228,300	-7%
Total PERSONNEL-BENEFITS:		$213,530	$226,773	$245,600	$228,300	-7%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	4657020-51110	$3,015	$3,636	$3,900	$3,900	0%
EQUIPMENT RENTAL	4657020-51220	$0	$0	$600	$1,600	166.7%
REPAIRS & MAINT - CAPITAL FAC	4657020-51300	$142,025	$75,639	$75,500	$75,000	-0.7%
REPAIRS & MAINT - BDLGS	4657020-51310	$1,043	$2,267	$3,200	$3,200	0%
REPAIRS & MAINT - AUTO EQUIP	4657020-51410	$11,561	$9,045	$21,700	$13,200	-39.2%
REPAIRS & MAINT - GENERAL	4657020-51420	$1,552	$644	$4,000	$4,000	0%
GENERAL OFFICE	4657020-51540	$245	$1,036	$1,500	$1,500	0%
SOFTWARE AND SOFTWARE LICENSES	4657020-51550	$3,321	$2,699	$5,000	$4,500	-10%
UNIFORMS	4657020-51610	$2,185	$2,256	$3,000	$2,400	-20%
UNIFORMS & SAFETY EQUIPMENT	4657020-51620	$1,299	$2,152	$2,000	$3,500	75%
MOTOR FUELS & LUBRICANTS	4657020-51630	$9,989	$13,355	$16,300	$16,300	0%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
SMALL EQUIPMENT & TOOLS	4657020-51670	$3,555	$11,290	$7,900	$11,500	45.6%
BOOKS & EDUCATIONAL MATERIALS	4657020-51680	$80	$0	$800	$800	0%
TRAVEL MEETINGS & TRAINING	4657020-51810	$2,388	$5,118	$6,500	$6,500	0%
CONTRACTUAL AGREEMENTS	4657020-51830	$12,874	$14,741	$60,200	$61,900	2.8%
MATERIALS & OTHER SERVICES	4657020-51870	$1,651	$2,284	$2,100	$2,300	9.5%
GENERAL FUND OVERHEAD	4657020-51900	$120,180	$153,322	$176,400	$212,300	20.4%
AMORTIZATION - LEASE	4657020-51931	$2,008	$2,008	$0	$0	0%
Total MAINT & OPERATIONS:		$318,971	$301,491	$390,600	$424,400	8.7%
DEBT SERVICE						
INTEREST - LEASE	4657020-51921	$338	$273	$0	$0	0%
INTEREST - SBITA	4657020-51922	$0	$21	$0	$0	0%
Total DEBT SERVICE:		$338	$294	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	4657020-58210	$0	$53,610	$150,000	$150,000	0%
INFRASTRUCTURE	4657020-58500	$0	$183,780	$0	$330,000	N/A
TECHNOLOGY SYSTEMS	4657020-58845	$0	$15	$11,200	$19,200	71.4%
Total CAPITAL OUTLAY:		$0	$237,405	$161,200	$499,200	209.7%
Total Expense Objects:		$889,465	$1,141,781	$1,315,600	$1,582,000	20.2%

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER TRANSMISSION & DISTR
4657020

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Distribution Superintendent - 50%	
1 - Utility Maintenance Technician III - 100%	
1 - Utility Maintenance Technician II - 100%	
3 - Utility Maintenance Technician I - 100%	404,100
50010 - SALARIES REGULAR Total	**404,100**
50110 - SALARIES - OVERTIME	
Authorized overtime	26,000
50110 - SALARIES - OVERTIME Total	**26,000**
50 - PERSONNEL - SALARIES Total	**430,100**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	226,900
OPEB Funding Contribution	1,400
50500 - BENEFITS Total	**228,300**
51 - PERSONNEL - BENEFITS Total	**228,300**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone cost for Distribution division	3,900
51110 - COMMUNICATIONS - TELEPHONE Total	**3,900**
51220 - EQUIPMENT RENTAL	
Miscellaneous equipment rental	1,600
51220 - EQUIPMENT RENTAL Total	**1,600**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Maintenance of the water distribution system, welding supplies, etc.	75,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**75,000**
51310 - REPAIRS & MAINT - BDLGS	
Repairs and maintenance of water distribution buildings.	3,200
51310 - REPAIRS & MAINT - BDLGS Total	**3,200**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Maintenance of vehicles and equipment, including smog checks	13,200
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**13,200**
51420 - REPAIRS & MAINT - GENERAL	
Repairs of non-automotive equipment, radios, etc.	4,000
51420 - REPAIRS & MAINT - GENERAL Total	**4,000**

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER TRANSMISSION & DISTR
4657020

TITLE/ACCOUNT NUMBER	AMOUNT
51540 - GENERAL OFFICE	
Office supplies for Distribution division	1,500
51540 - GENERAL OFFICE Total	**1,500**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	4,500
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**4,500**
51610 - UNIFORMS	
Uniform allowance for Water Distribution at $600/employee	2,400
51610 - UNIFORMS Total	**2,400**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment for 5 employees	3,500
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**3,500**
51630 - MOTOR FUELS & LUBRICANTS	
Fuels and lubricants	16,300
51630 - MOTOR FUELS & LUBRICANTS Total	**16,300**
51670 - SMALL EQUIPMENT & TOOLS	
Miscellaneous hand tools and replacement cost for a new locator	10,000
Computer replacement for Water Technician I	1,500
51670 - SMALL EQUIPMENT & TOOLS Total	**11,500**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Reimbursement for continuing education and certification program, videos, etc.	800
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**800**
51810 - TRAVEL MEETINGS & TRAINING	
Travel, meetings and training for division personnel and continuing education and training for certified classes	6,500
51810 - TRAVEL MEETINGS & TRAINING Total	**6,500**
51830 - CONTRACTUAL AGREEMENTS	
Annual maintenance of air conditioning units at Corporate Yard (costs shared w/3200, 3500, 4200, 4400 and 7020)	400
Annual Water Loss Survey per State Requirements	20,000
Dig Alert tickets	500
ESRI GIS mapping software (costs shared w/3100, 3500, and 7010)	1,700
Security Camera analytics/recording support	500
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	37,500

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER TRANSMISSION & DISTR
4657020

TITLE/ACCOUNT NUMBER	AMOUNT
UL Monitoring at Corp Yard (shared w/3200, 4200, 3500 and 7010)	1,300
51830 - CONTRACTUAL AGREEMENTS Total	**61,900**
51870 - MATERIALS & OTHER SERVICES	
AQMD emission fee (shared w/3200, 4200, 3500, and 7010)	300
Miscellaneous traffic control equipment and supplies, first aid kit, locks, keys, etc.	2,000
51870 - MATERIALS & OTHER SERVICES Total	**2,300**
51900 - GENERAL FUND OVERHEAD	
General City overhead at 15.5%	212,300
51900 - GENERAL FUND OVERHEAD Total	**212,300**
52 - MAINT & OPERATIONS Total	**424,400**
57 - CAPITAL OUTLAY	
58210 - AUTOMOTIVE EQUIPMENT	
926M Wheel Loader (cost shared with Streets Department)	150,000
58210 - AUTOMOTIVE EQUIPMENT Total	**150,000**
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	19,200
58845 - TECHNOLOGY SYSTEMS Total	**19,200**
58500 - INFRASTRUCTURE	
Valve replacement of critical distribution valves	330,000
58500 - INFRASTRUCTURE Total	**330,000**
57 - CAPITAL OUTLAY Total	**499,200**
Grand Total	**$ 1,582,000**

Water Meters

T. Jarb Thaipejr
City Manager/Public Works Director

This portion of the Water Utility Fund includes all costs associated with maintenance, operations and meter reading of the water utility. The capital outlay portion of this account is responsible for the annual replacement and upgrade of 5,504 existing meters and additional installations as needed.

Department Goals

For the Fiscal Year 2024-2025, the Public Works Department has set the following goals for the Water Meter Department:

1. Meter boxes and vault lid upgrades.

2. Provide excellent customer service.

Water Meters

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	4657030-50010	$138,542	$77,837	$79,100	$82,200	3.9%
SALARIES - OVERTIME	4657030-50110	$11,603	$6,941	$8,000	$8,000	0%
Total PERSONNEL-SALARIES:		$150,145	$84,777	$87,100	$90,200	3.6%
PERSONNEL-BENEFITS						
BENEFITS	4657030-50500	$87,965	$63,797	$40,300	$46,600	15.6%
Total PERSONNEL-BENEFITS:		$87,965	$63,797	$40,300	$46,600	15.6%
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	4657030-51110	$1,861	$1,817	$1,900	$1,900	0%
EQUIPMENT RENTAL	4657030-51220	$0	$0	$500	$500	0%
REPAIRS & MAINT - CAPITAL FAC	4657030-51300	$32,281	$46,335	$64,500	$85,000	31.8%
REPAIRS & MAINT - BDLGS	4657030-51310	$260	$965	$0	$1,000	N/A
REPAIRS & MAINT - AUTO EQUIP	4657030-51410	$766	$3,979	$1,700	$2,100	23.5%
REPAIRS & MAINT - GENERAL	4657030-51420	$0	$178	$200	$200	0%
SOFTWARE AND SOFTWARE LICENSES	4657030-51550	$1,416	$1,150	$2,200	$2,000	-9.1%
UNIFORMS	4657030-51610	$1,211	$1,238	$1,200	$1,200	0%
UNIFORMS & SAFETY EQUIPMENT	4657030-51620	$270	$346	$600	$1,600	166.7%
MOTOR FUELS & LUBRICANTS	4657030-51630	$5,221	$4,375	$5,300	$5,300	0%
SMALL EQUIPMENT & TOOLS	4657030-51670	$243	$1,150	$2,500	$3,500	40%
BOOKS & EDUCATIONAL MATERIALS	4657030-51680	$290	$0	$500	$500	0%
TRAVEL MEETINGS & TRAINING	4657030-51810	$0	$225	$0	$500	N/A

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
CONTRACTUAL AGREEMENTS	4657030-51830	$18,727	$20,404	$49,600	$50,000	0.8%
MATERIALS & OTHER SERVICES	4657030-51870	$29	$66	$200	$200	0%
GENERAL FUND OVERHEAD	4657030-51900	$46,021	$43,997	$44,600	$50,600	13.5%
AMORTIZATION - LEASE	4657030-51931	$856	$856	$0	$0	0%
Total MAINT & OPERATIONS:		$109,451	$127,079	$175,500	$206,100	17.4%
DEBT SERVICE						
INTEREST - LEASE	4657030-51921	$144	$116	$0	$0	0%
INTEREST - SBITA	4657030-51922	$0	$9	$0	$0	0%
Total DEBT SERVICE:		$144	$125	$0	$0	0%
CAPITAL OUTLAY						
AUTOMOTIVE EQUIPMENT	4657030-58210	$0	$39,899	$2,300	$0	-100%
MACHINERY & EQUIPMENT	4657030-58220	$0	$0	$22,500	$0	-100%
INFRASTRUCTURE	4657030-58500	$0	$0	$0	$25,700	N/A
TECHNOLOGY SYSTEMS	4657030-58845	$0	$6	$4,800	$8,200	70.8%
Total CAPITAL OUTLAY:		$0	$39,906	$29,600	$33,900	14.5%
Total Expense Objects:		$347,705	$315,685	$332,500	$376,800	13.3%

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER METERS
4657030

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Customer Service/Meter Technician- 100%	82,200
50010 - SALARIES REGULAR Total	**82,200**
50110 - SALARIES - OVERTIME	
Authorized overtime	8,000
50110 - SALARIES - OVERTIME Total	**8,000**
50 - PERSONNEL - SALARIES Total	**90,200**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	46,300
OPEB Funding Contribution	300
50500 - BENEFITS Total	**46,600**
51 - PERSONNEL - BENEFITS Total	**46,600**
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Telephone cost for Water Meter crew	1,900
51110 - COMMUNICATIONS - TELEPHONE Total	**1,900**
51220 - EQUIPMENT RENTAL	
Equipment rental	500
51220 - EQUIPMENT RENTAL Total	**500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Meter boxes and vault lid upgrades	55,000
Meter testing and retrofitting for testing large meters	7,500
Replace 4G water meters	7,500
Replace construction meters	7,500
Valves, gaskets and couplings	7,500
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**85,000**
51310 - REPAIRS & MAINT - BDLGS	
Repairs and maintenance of buildings	1,000
51310 - REPAIRS & MAINT - BDLGS Total	**1,000**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Automotive repairs and maintenance	1,900
Smog vehicles (2)	200
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**2,100**
51420 - REPAIRS & MAINT - GENERAL	

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER METERS
4657030

TITLE/ACCOUNT NUMBER	AMOUNT
Repairs on non-automotive equipment	200
51420 - REPAIRS & MAINT - GENERAL Total	**200**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	2,000
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**2,000**
51610 - UNIFORMS	
Uniform allowance for two water meter employees at $600/each.	1,200
51610 - UNIFORMS Total	**1,200**
51620 - UNIFORMS & SAFETY EQUIPMENT	
Safety equipment	1,600
51620 - UNIFORMS & SAFETY EQUIPMENT Total	**1,600**
51630 - MOTOR FUELS & LUBRICANTS	
Fuel - increase reflects fuel pricing	5,300
51630 - MOTOR FUELS & LUBRICANTS Total	**5,300**
51670 - SMALL EQUIPMENT & TOOLS	
Miscellaneous small hand tools	3,500
51670 - SMALL EQUIPMENT & TOOLS Total	**3,500**
51680 - BOOKS & EDUCATIONAL MATERIALS	
Educational books, videos, etc.	500
51680 - BOOKS & EDUCATIONAL MATERIALS Total	**500**
51810 - TRAVEL MEETINGS & TRAINING	
Continuing education classes	500
51810 - TRAVEL MEETINGS & TRAINING Total	**500**
51830 - CONTRACTUAL AGREEMENTS	
Annual customer meter testing per State requirements	12,000
Masterlink Handheld device system annual support & maintenance (Master Meters)	16,000
Meter Base Station Tower Annual Maintenance, Repeater and Harmony Annual License located by reservoir at Hulda Crooks Park	6,000
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	16,000
51830 - CONTRACTUAL AGREEMENTS Total	**50,000**
51870 - MATERIALS & OTHER SERVICES	
First aid supplies, batteries, locks, keys, cell phone accessories, etc	200
51870 - MATERIALS & OTHER SERVICES Total	**200**
51900 - GENERAL FUND OVERHEAD	

Budget Justification

ENTERPRISE OPERATION FUNDS
WATER METERS
4657030

TITLE/ACCOUNT NUMBER		AMOUNT	
General City overhead at 15.5%			50,600
51900 - GENERAL FUND OVERHEAD	**Total**		**50,600**
52 - MAINT & OPERATIONS Total			**206,100**
57 - CAPITAL OUTLAY			
58500 - INFRASTRUCTURE			
Sixty (60) each - 1" meters for new housing development			25,700
58500 - INFRASTRUCTURE	**Total**		**25,700**
58845 - TECHNOLOGY SYSTEMS			
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements			8,200
58845 - TECHNOLOGY SYSTEMS	**Total**		**8,200**
57 - CAPITAL OUTLAY Total			**33,900**
Grand Total		**$**	**376,800**

Sewer Capital Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund accumulates and expends developer fees for sewer facilities capital outlay.

Revenues by Source - Sewer Capital Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$3,567	$8,210	$15,500	$15,500	0%
DEVELOPER CONT	$52,283	$50,338	$19,100	$247,900	1,197.9%
Total Revenue Source:	$48,716	$58,548	$34,600	$263,400	661.3%

Department Goals

For the Fiscal Year 2024-2025, the goal for the Sewer Capital Fund is:

1. Install a new sewer pump station at Juanita Street.

Sewer Capital Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
PROFESSIONAL SERVICES	4173510-51820	$0	$0	$0	$150,000	N/A
GENERAL FUND OVERHEAD	4173510-51900	$16,560	$1,229	$48,800	$58,500	19.9%
Total MAINT & OPERATIONS:		$16,560	$1,229	$48,800	$208,500	327.3%
OPERATING TRANSF OUT						
CAP CONT -TRANSF OF CAP ASSETS	4173510-51892	$84,923	$6,300	$0	$0	0%
Total OPERATING TRANSF OUT:		$84,923	$6,300	$0	$0	0%
CAPITAL OUTLAY						
BUILDINGS AND STRUCTURES	4173510-58250	$0	$0	$250,000	$150,000	-40%
Total CAPITAL OUTLAY:		$0	$0	$250,000	$150,000	-40%
Total Expense Objects:		$101,483	$7,529	$298,800	$358,500	20%

Budget Justification

ENTERPRISE CAPITAL FUNDS
SEWER CAPITAL
4173510

TITLE/ACCOUNT NUMBER		AMOUNT
52 - MAINT & OPERATIONS		
51820 - PROFESSIONAL SERVICES		
Prepare sewer master plan (shared with 4053500-51820)		150,000
51820 - PROFESSIONAL SERVICES	**Total**	**150,000**
51900 - GENERAL FUND OVERHEAD		
General City overhead at 19.5%		58,500
51900 - GENERAL FUND OVERHEAD	**Total**	**58,500**
52 - MAINT & OPERATIONS Total		**208,500**
57 - CAPITAL OUTLAY		
58250 - BUILDINGS AND STRUCTURES		
Install new sewer pump station at Juanita St.		150,000
58250 - BUILDINGS AND STRUCTURES	**Total**	**150,000**
57 - CAPITAL OUTLAY Total		**150,000**
Grand Total	**$**	**358,500**

Water Acquisition Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund accounts for developer fees collected to pay for the expansion of the water system. Funds are also used for debt service on qualifying projects.

Revenues by Source - Water Acquisition Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$22,859	$103,080	$111,900	$111,900	0%
CHARGES FOR SERVICES	$283,721	$273,729	$83,300	$1,374,200	1,549.7%
Total Revenue Source:	$260,862	$376,809	$195,200	$1,486,100	661.3%

Department Goals

For the Fiscal Year 2024-2025, the goals for Water Acquisition are:

1. There are no projects planned for this fiscal year.

Water Acquisition Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
REPAIRS & MAINT - CAPITAL FAC	4387200-51300	$24,790	$0	$0	$0	0%
GENERAL FUND OVERHEAD	4387200-51900	$264,484	$162,732	$1,417,900	$0	-100%
Total MAINT & OPERATIONS:		$289,274	$162,732	$1,417,900	$0	-100%
OPERATING TRANSF OUT						
CAP CONT -TRANSF OF CAP ASSETS	4387200-51892	$1,331,539	$819,699	$0	$0	0%
Total OPERATING TRANSF OUT:		$1,331,539	$819,699	$0	$0	0%
DEBT SERVICE						
INTEREST	4387200-51920	$0	$0	$59,200	$0	-100%
Total DEBT SERVICE:		$0	$0	$59,200	$0	-100%
CAPITAL OUTLAY						
INFRASTRUCTURE	4387200-58500	-$17,998	$0	$7,246,900	$0	-100%
TECHNOLOGY SYSTEMS	4387200-58845	$0	$14,825	$24,300	$0	-100%
Total CAPITAL OUTLAY:		-$17,998	$14,825	$7,271,200	$0	-100%

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Total Expense Objects:		$1,602,815	$997,256	$8,748,300	$0	-100%

Traffic Safety Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund is to account for monies received from parking control violation fines.

Revenues by Source - Traffic Safety Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
FINES AND FORFEITS	$69,852	$59,336	$55,200	$55,200	0%
Total Revenue Source:	$69,852	$59,336	$55,200	$55,200	0%

Department Goals

For the Fiscal Year 2024-2025, the goal for Traffic Safety Fund is:

1. To continue to support traffic safety services by transferring funds to the General Fund.

Traffic Safety Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
OPERATING TRANSF OUT						
TRANSFERS OUT	1066300-51890	$69,529	$57,955	$55,200	$55,200	0%
Total OPERATING TRANSF OUT:		$69,529	$57,955	$55,200	$55,200	0%
Total Expense Objects:		$69,529	$57,955	$55,200	$55,200	0%

Budget Justification

SPECIAL REVENUE FUNDS
TRAFFIC SAFETY
1066300

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51890 - TRANSFERS OUT			
Traffic Safety Fund Transfer to General Fund			55,200
51890 - TRANSFERS OUT	**Total**		**55,200**
52 - MAINT & OPERATIONS Total			**55,200**
Grand Total		**$**	**55,200**

Gas Tax Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund is to account for monies received and expended from the state and county gas tax allocation.

Revenues by Source - Gas Tax Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
INTERGOVERNMENTAL	$1,139,702	$1,214,311	$1,293,200	$1,345,900	4.1%
Total Revenue Source:	$1,139,702	$1,214,311	$1,293,200	$1,345,900	4.1%

Department Goals

For the Fiscal Year 2024-2025, the goal for the Gas Tax Fund is:

1. Pavement rehabilitation at various locations by overlay method.

Gas Tax Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
OPERATING TRANSF OUT						
TRANSFERS OUT	1077300-51890	$615,533	$648,585	$728,000	$700,300	-3.8%
Total OPERATING TRANSF OUT:		$615,533	$648,585	$728,000	$700,300	-3.8%
CAPITAL OUTLAY						
INFRASTRUCTURE	1077300-58500	$490,260	$556,125	$627,000	$645,600	3%
Total CAPITAL OUTLAY:		$490,260	$556,125	$627,000	$645,600	3%
Total Expense Objects:		$1,105,794	$1,204,710	$1,355,000	$1,345,900	-0.7%

Budget Justification

SPECIAL REVENUE FUNDS
GAS TAX
1077300

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51890 - TRANSFERS OUT			
Gas Tax transfer to General Fund			700,300
51890 - TRANSFERS OUT	**Total**		**700,300**
52 - MAINT & OPERATIONS Total			**700,300**
57 - CAPITAL OUTLAY			
58500 - INFRASTRUCTURE			
Pavement Rehab at various locations by overlay method (Cost Shared with 1265340-58500)			645,600
58500 - INFRASTRUCTURE	**Total**		**645,600**
57 - CAPITAL OUTLAY Total			**645,600**
Grand Total		**$**	**1,345,900**

CASp CERT & Training Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund is used to collect and track a set fee included in business license to be used for increased certified access specialist (CASp) training and certification within the city and to facilitate compliance with construction-related accessibility requirements. The fee was established by the state in the California Government Code 4467.

Revenues by Source - CASp CERT & Training Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
CHARGES FOR SERVICES	$6,526	$6,907	$7,100	$7,100	0%
Total Revenue Source:	$6,526	$6,907	$7,100	$7,100	0%

Expenditures by Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
CASP CERT & TRAINING (108)						
FEES/PERMITS/LICENSES	1085330-51530	$533	$760	$0	$1,000	N/A
Total CASP CERT & TRAINING (108):		$533	$760	$0	$1,000	N/A

Department Goals

For the Fiscal Year 2024-2025, there are no programs scheduled for the CASP CERT & Training Fund.

Measure "I" Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund receives revenues from a County one-half of one percent retail transaction and use tax. A portion of the revenues are locally distributed to the cities and the County on a per capita basis. The funds are restricted for use on transportation improvements, such as street rehabilitation/contruction, and traffic management programs.

Revenues by Source - Measure "I" Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$4,919	$10,449	$4,300	$4,300	0%
TAXES AND ASSESSMNTS	$598,123	$673,596	$669,200	$658,600	-1.6%
Total Revenue Source:	$593,204	$684,046	$673,500	$662,900	-1.6%

Department Goals

For the Fiscal Year 2024-2025, the goals for the Measure "I" Fund are:

1. To share project funding for the pavement rehabilitation at various locations by overlay method.
2. To share project funding for the pavement rehabilitation at various locations by slurry seal method.
3. To share project funding for ADA access ramps and sidewalk improvements.

Measure "I" Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
CAPITAL OUTLAY						
INFRASTRUCTURE	1265340-58500	$424,222	$962,942	$690,000	$742,800	7.7%
Total CAPITAL OUTLAY:		$424,222	$962,942	$690,000	$742,800	7.7%
Total Expense Objects:		$424,222	$962,942	$690,000	$742,800	7.7%

Budget Justification

SPECIAL REVENUE FUNDS
MEASURE I
1265340

TITLE/ACCOUNT NUMBER			AMOUNT
57 - CAPITAL OUTLAY			
58500 - INFRASTRUCTURE			
Pavement Rehab at various locations by overlay method (Cost Shared with 1077300-58500)			427,800
Pavement Rehab at various locations by slurry seal method			165,000
Installation of ADA access ramps, sidewalk improvement and bus pads (cost shared with CDBG 1325400-58500 & TDA Grant 13756360-58500)			50,000
Pavement rehab at various locations			100,000
58500 - INFRASTRUCTURE	**Total**		**742,800**
57 - CAPITAL OUTLAY Total			**742,800**
Grand Total		**$**	**742,800**

Measure "I" MSART Fund

T. Jarb Thaipejr
City Manager/Public Works Director

This fund receives revenues from a County one-half of one percent retail transaction and use tax. A portion of the revenues are locally distributed to the cities and the County on a per capital basis. The funds are restricted for use on transportation improvements, such as street rehabilitation/reconstruction, and traffic management programs.

Revenues by Source - Measure "I" MSART Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	$344	$3,587	$5,500	$5,500	0%
TAXES AND ASSESSMNTS	$1,234,599	$1,200,925	$207,000	$207,000	0%
Total Revenue Source:	$1,234,944	$1,204,512	$212,500	$212,500	0%

Department Goals

For the Fiscal Year 2024-2025, the goal for Measure "I" MSART is:

1. To continue the street widening of California Street, north of Barton Road.

Budgeted Expenditures by Expense Type - Measure "I" MSART Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
CAPITAL OUTLAY						
INFRASTRUCTURE	1275345-58500	$1,282,806	$1,113,556	$219,300	$501,900	128.9%
Total CAPITAL OUTLAY:		$1,282,806	$1,113,556	$219,300	$501,900	128.9%
Total Expense Objects:		$1,282,806	$1,113,556	$219,300	$501,900	128.9%

Budget Justification

SPECIAL REVENUE FUNDS
MEASURE I MSART
1275345

TITLE/ACCOUNT NUMBER			AMOUNT
57 - CAPITAL OUTLAY			
58500 - INFRASTRUCTURE			
California Street widening, phase III (shared with 3122340-58500)			501,900
58500 - INFRASTRUCTURE	**Total**		**501,900**
57 - CAPITAL OUTLAY Total			**501,900**
Grand Total		**$**	**501,900**

Landscape Maintenance District

T. Jarb Thaipejr
City Manager/Public Works Director

The Landscape Maintenance District was formed to provide ongoing uniform care for common areas in specific locations within the city. A private contractor performs the maintenance under city supervision. The assessments are based on the actual costs incurred. A contract engineer prepares the annual report for the District and presents the assessment roll to the County Assessor.

Revenues by Source - Landscape Maintenance District

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
PROPERTY	$365	$0	$400	$400	0%
USE OF MONEY& PROP	-$610	$1,406	$2,400	$2,400	0%
TAXES AND ASSESSMNTS	$420,054	$438,628	$457,100	$457,100	0%
OTHER	$9	$43	$100	$100	0%
OPERATING TRANSF IN	$120,000	$120,000	$120,000	$258,700	115.6%
PROCEEDS FROM LTD	$1,127	$127	$0	$0	0%
Total Revenue Source:	$540,945	$560,204	$580,000	$718,700	23.9%

Department Goals

For the Fiscal Year 2024-2025, the Department of Public Works has set the following goals for the Landscape Maintenance District's programs:

1. To preserve the aesthetic appeal and values of properties within the district areas.
2. To ensure that the landscape and irrigation systems are well-maintained in the district areas.
3. To work with consultants to evaluate property assessments and prepare assessment reports annually.

Budgeted Expenditures by Expense Type - Landscape Maintenance District

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	1715200-50010	$27,356	$0	$0	$0	0%
SALARIES - OVERTIME	1715200-50110	$2,533	$0	$0	$0	0%
Total PERSONNEL-SALARIES:		$29,888	$0	$0	$0	0%
PERSONNEL-BENEFITS						

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
BENEFITS	1715200-50500	$16,367	$0	$0	$0	0%
Total PERSONNEL-BENEFITS:		$16,367	$0	$0	$0	0%
MAINT & OPERATIONS						
UTILITIES	1715200-51120	$201,055	$203,672	$270,100	$270,100	0%
REPAIRS & MAINT - CAPITAL FAC	1715200-51300	$47,046	$45,708	$72,000	$60,000	-16.7%
PRINTING & PUBLISHING	1715200-51500	$80	$110	$800	$800	0%
GENERAL OFFICE	1715200-51540	$10	$13	$100	$100	0%
SOFTWARE AND SOFTWARE LICENSES	1715200-51550	$355	$288	$700	$700	0%
MOTOR FUELS & LUBRICANTS	1715200-51630	$0	$0	$0	$0	0%
PROFESSIONAL SERVICES	1715200-51820	$10,312	$11,599	$12,000	$12,700	5.8%
CONTRACTUAL AGREEMENTS	1715200-51830	$158,204	$177,792	$204,400	$345,900	69.2%
INSURANCE	1715200-51860	$1,723	$1,397	$0	$0	0%
MATERIALS & OTHER SERVICES	1715200-51870	$2,600	$2,600	$2,800	$2,800	0%
GENERAL FUND OVERHEAD	1715200-51900	$91,250	$86,540	$110,000	$135,600	23.3%
Total MAINT & OPERATIONS:		$512,636	$529,720	$672,900	$828,700	23.2%
DEBT SERVICE						
PRINCIPAL - LEASE	1715200-51911	$182	$206	$0	$0	0%
PRINCIPAL - SBITA	1715200-51912	$0	$26	$0	$0	0%
INTEREST - LEASE	1715200-51921	$33	$30	$0	$0	0%
INTEREST - SBITA	1715200-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$216	$262	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	1715200-58270	$1,127	$0	$0	$0	0%
SBITA ASSET	1715200-58280	$0	$127	$0	$0	0%
TECHNOLOGY SYSTEMS	1715200-58845	$0	$590	$1,200	$2,100	75%
Total CAPITAL OUTLAY:		$1,127	$717	$1,200	$2,100	75%
Total Expense Objects:		$560,233	$530,698	$674,100	$830,800	23.2%

Budget Justification

SPECIAL REVENUE FUNDS
LANDSCAPE MAINTENANCE DISTT
1715200

TITLE/ACCOUNT NUMBER	AMOUNT
52 - MAINT & OPERATIONS	
51120 - UTILITIES	
Costs for electricity and water purchases	270,100
51120 - UTILITIES Total	**270,100**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Miscellaneous repairs of irrigation components within the LMD areas, Civic Center, Edison Easement, and Mission Rd. medians	60,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**60,000**
51500 - PRINTING & PUBLISHING	
Public hearing advertisements of property assessments	800
51500 - PRINTING & PUBLISHING Total	**800**
51540 - GENERAL OFFICE	
Annual mailing	100
51540 - GENERAL OFFICE Total	**100**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	500
Transparency Portal-Finance	200
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**700**
51820 - PROFESSIONAL SERVICES	
Annual audit services (Finance)	1,400
Annual LMD assessment report	11,200
Annual State Controller's Report	100
51820 - PROFESSIONAL SERVICES Total	**12,700**
51830 - CONTRACTUAL AGREEMENTS	
Landscape maintenance contract for LMD sites, Mission Ave. Medians & Parkways and Shady Lane	322,600
Mission Lane development - City's share (25%) of annual maintenance cost	19,200
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	4,100
51830 - CONTRACTUAL AGREEMENTS Total	**345,900**
51870 - MATERIALS & OTHER SERVICES	
UPRR Land Lease (UP Folder # 1626.34) - David St. and Lawton Ave. TI4543 - berm and sound barrier wall	2,800
51870 - MATERIALS & OTHER SERVICES Total	**2,800**
51900 - GENERAL FUND OVERHEAD	
General City overhead at 19.5%	135,600

Budget Justification

SPECIAL REVENUE FUNDS
LANDSCAPE MAINTENANCE DISTT
1715200

TITLE/ACCOUNT NUMBER			AMOUNT
51900 - GENERAL FUND OVERHEAD	**Total**		**135,600**
52 - MAINT & OPERATIONS Total			**828,700**
57 - CAPITAL OUTLAY			
58845 - TECHNOLOGY SYSTEMS			
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements			2,100
58845 - TECHNOLOGY SYSTEMS	**Total**		**2,100**
57 - CAPITAL OUTLAY Total			**2,100**
Grand Total		**$**	**830,800**

Street Lighting District

T. Jarb Thaipejr
City Manager/Public Works Director

The Street Light Assessment District is responsible for funding the maintenance and operation of the street lighting system. Assessments are levied on properties within the Street Lighting District dependent on the amount of benefit received. A contract engineer prepares an annual report for the District, and presents the assessment role to the County Assessor.

Revenues by Source - Street Lighting District

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$1,475	$2,607	$2,200	$2,200	0%
TAXES AND ASSESSMNTS	$361,154	$364,425	$371,400	$371,400	0%
OTHER	$9	$51	$100	$100	0%
PROCEEDS FROM LTD	$1,234	$139	$0	$0	0%
Total Revenue Source:	$360,923	$367,221	$373,700	$373,700	0%

Department Goals

For the Fiscal Year 2024-2025, the Department of Public Works has set the following goals for the Street Lighting District's programs:

1. To maintain security and safety with proper street lighting for pedestrians, motorists and property owners.
2. To replace existing streetlight bulbs with LED bulbs to reduce and conserve energy costs.
3. To work with consultants to evaluate streetlight assessments and prepare assessment reports annually.

Budgeted Expenditures by Expense Type - Street Lighting District

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	1725100-50010	$33,944	$5,165	$5,400	$5,900	9.3%
SALARIES - OVERTIME	1725100-50110	$0	$0	$500	$500	0%
Total PERSONNEL-SALARIES:		$33,944	$5,165	$5,900	$6,400	8.5%
PERSONNEL-BENEFITS						
BENEFITS	1725100-50500	$15,455	$2,727	$2,400	$2,800	16.7%
Total PERSONNEL-BENEFITS:		$15,455	$2,727	$2,400	$2,800	16.7%
MAINT & OPERATIONS						
UTILITIES	1725100-51120	$186,738	$238,067	$278,400	$278,400	0%
REPAIRS & MAINT - CAPITAL FAC	1725100-51300	$29,838	$61,262	$67,000	$60,000	-10.4%
REPAIRS & MAINT - AUTO EQUIP	1725100-51410	$1,387	$688	$1,400	$1,400	0%
PRINTING & PUBLISHING	1725100-51500	$80	$110	$700	$700	0%
GENERAL OFFICE	1725100-51540	$22	$33	$700	$700	0%
SOFTWARE AND SOFTWARE LICENSES	1725100-51550	$389	$316	$700	$800	14.3%
MOTOR FUELS & LUBRICANTS	1725100-51630	$315	$0	$400	$400	0%
PROFESSIONAL SERVICES	1725100-51820	$9,502	$10,527	$11,100	$11,700	5.4%
CONTRACTUAL AGREEMENTS	1725100-51830	$12,681	$10,558	$17,100	$17,200	0.6%
INSURANCE	1725100-51860	$3,348	$2,270	$300	$400	33.3%
GENERAL FUND OVERHEAD	1725100-51900	$57,333	$64,818	$75,600	$74,700	-1.2%
Total MAINT & OPERATIONS:		$301,635	$388,649	$453,400	$446,400	-1.5%
DEBT SERVICE						
PRINCIPAL - LEASE	1725100-51911	$200	$225	$0	$0	0%
PRINCIPAL - SBITA	1725100-51912	$0	$29	$0	$0	0%
INTEREST - LEASE	1725100-51921	$37	$33	$0	$0	0%
INTEREST - SBITA	1725100-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$236	$287	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	1725100-58270	$1,234	$0	$0	$0	0%
SBITA ASSET	1725100-58280	$0	$139	$0	$0	0%
TECHNOLOGY SYSTEMS	1725100-58845	$0	$646	$1,400	$2,300	64.3%
Total CAPITAL OUTLAY:		$1,234	$785	$1,400	$2,300	64.3%
Total Expense Objects:		$352,504	$397,613	$463,100	$457,900	-1.1%

Budget Justification

SPECIAL REVENUE FUNDS
STREET LIGHT DISTRIC
1725100

TITLE/ACCOUNT NUMBER	AMOUNT
50 - PERSONNEL - SALARIES	
50010 - SALARIES REGULAR	
Field Services Superintendent - 5%	5,900
50010 - SALARIES REGULAR Total	**5,900**
50110 - SALARIES - OVERTIME	
Authorized overtime	500
50110 - SALARIES - OVERTIME Total	**500**
50 - PERSONNEL - SALARIES Total	**6,400**
51 - PERSONNEL - BENEFITS	
50500 - BENEFITS	
PERS, Social security (SS), Life Insurance, Disability Insurance, Cafeteria Plan	2,700
OPEB Funding Contribution	100
50500 - BENEFITS Total	**2,800**
51 - PERSONNEL - BENEFITS Total	**2,800**
52 - MAINT & OPERATIONS	
51120 - UTILITIES	
Costs for electricity purchase	278,400
51120 - UTILITIES Total	**278,400**
51300 - REPAIRS & MAINT - CAPITAL FAC	
Repair of street light components, and material costs for additional street lighting	60,000
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**60,000**
51410 - REPAIRS & MAINT - AUTO EQUIP	
Repairs and maintenance to high lift	1,400
51410 - REPAIRS & MAINT - AUTO EQUIP Total	**1,400**
51500 - PRINTING & PUBLISHING	
Printing or publishing materials for street light district	700
51500 - PRINTING & PUBLISHING Total	**700**
51540 - GENERAL OFFICE	
Annual mailing	700
51540 - GENERAL OFFICE Total	**700**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Pro rata share of Microsoft, Dot Gov, Screen Connect, IVANTI, Zoom, and Jotform	600
Transparency Portal-Finance	200
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**800**

Budget Justification

SPECIAL REVENUE FUNDS
STREET LIGHT DISTRIC
1725100

TITLE/ACCOUNT NUMBER	AMOUNT
51630 - MOTOR FUELS & LUBRICANTS	
Fuel for street light repair vehicle	400
51630 - MOTOR FUELS & LUBRICANTS Total	**400**
51820 - PROFESSIONAL SERVICES	
Annual State Controller's Report	100
Annual street light assessment report	10,200
Annul audit (Finance)	1,400
51820 - PROFESSIONAL SERVICES Total	**11,700**
51830 - CONTRACTUAL AGREEMENTS	
Pro-rata traffic signal maintenance contract 50% (costs shared w/3030 - 50%	12,300
Safety Equipment training and OSHA training for City staff	500
Support services for copiers, phones, printers, virus and web filters, VM Ware, VoIP, data domain, Wi-Fi system, hardware, Managed network & security switches, CivicLive, 3 Par HPENAS, Data Center UPS preventative battery maint.	4,400
51830 - CONTRACTUAL AGREEMENTS Total	**17,200**
51860 - INSURANCE	
All risk property/ vehicle insurance	100
General liability insurance	100
Pollution Liability Insurance	100
Worker's compensation insurance	100
51860 - INSURANCE Total	**400**
51900 - GENERAL FUND OVERHEAD	
General City overhead at 19.5%	74,700
51900 - GENERAL FUND OVERHEAD Total	**74,700**
52 - MAINT & OPERATIONS Total	**446,400**
57 - CAPITAL OUTLAY	
58845 - TECHNOLOGY SYSTEMS	
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements	2,300
58845 - TECHNOLOGY SYSTEMS Total	**2,300**
57 - CAPITAL OUTLAY Total	**2,300**
Grand Total	**$ 457,900**

AQMD Grant

T. Jarb Thaipejr
City Manager/Public Works Director

This fund accumulates and expends AB2766 license fees on capital projects to improve the air quality of the city and surrounding communities in the South Coast Air Quality Management District (SCAQMD).This fund accumulates and expends AB2766 license fees on capital projects to improve the air quality of the city and surrounding communities in the South Coast Air Quality Management District (SCAQMD).

Revenues by Source - AQMD Grant

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$138	$289	$200	$200	0%
INTERGOVERNMENTAL	$23,685	$41,650	$32,500	$32,500	0%
Total Revenue Source:	$23,547	$41,939	$32,700	$32,700	0%

Department Goals

For the Fiscal Year 2024-2025, the Department of Public Works has set the following goals for the AQMD Grant program:

1. To share the project funding for the street sweeping service contract in Loma Linda.

Budgeted Expenditures by Expense Type - AQMD Grant

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
CONTRACTUAL AGREEMENTS	1105365-51830	$36,564	$36,564	$36,600	$27,200	-25.7%
GENERAL FUND OVERHEAD	1105365-51900	$2,035	$2,755	$2,000	$2,000	0%
Total MAINT & OPERATIONS:		$38,599	$39,319	$38,600	$29,200	-24.4%
Total Expense Objects:		$38,599	$39,319	$38,600	$29,200	-24.4%

Budget Justification

GRANT FUNDS
AQMD FUND
1105365

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51830 - CONTRACTUAL AGREEMENTS			
Street Sweeping services (costs shared with 3200)			27,200
51830 - CONTRACTUAL AGREEMENTS	**Total**		**27,200**
51900 - GENERAL FUND OVERHEAD			
General City overhead at 6.25%			2,000
51900 - GENERAL FUND OVERHEAD	**Total**		**2,000**
52 - MAINT & OPERATIONS Total			**29,200**
Grand Total		**$**	**29,200**

American Rescue Plan Act (ARPA) Grant Fund

T. Jarb Thaipejr
City Manager/Public Works Director

The American Rescue Plan Act of 2021 ("ARPA") was signed into law on March 11, 2021 to provide temporary and non-recurring funding to state and local governments to assist with the immediate or long-term effects of the COVID-19 Pandemic. The City has received its full ARPA funding allocation and funds were expended as of June 30, 2023.

Revenues by Source - ARPA Grant Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
INTERGOVERNMENTAL	$2,928,307	$2,928,307	$0	$0	0%
Total Revenue Source:	**$2,928,307**	**$2,928,307**	**$0**	**$0**	**0%**

Community Development Block Grant

T. Jarb Thaipejr
City Manager/Public Works Director

This fund records grant revenue from the San Bernardino County Office of Economic and Community Development, and subsequent expenditures for approved projects. Eligible projects include street improvements within the target areas or approved service programs.

Revenues by Source - Community Development Block Grant

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	$8	$142	$200	$200	0%
INTERGOVERNMENTAL	$148,396	$57,323	$298,900	$131,000	-56.2%
Total Revenue Source:	$148,404	$57,466	$299,100	$131,200	-56.1%

Department Goals

For the Fiscal Year 2024-2025, the Department of Public Works has set the following goals for the Community Development Block Grant program:

1. To use CDBG funds to install ADA sidewalks and access ramps throughout the city.

Budgeted Expenditures by Expense Type - Community Development Block Grant

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
CONTRACTUAL AGREEMENTS	1325400-51830	$18,328	$105,586	$0	$0	0%
Total MAINT & OPERATIONS:		$18,328	$105,586	$0	$0	0%
CAPITAL OUTLAY						
INFRASTRUCTURE	1325400-58500	$96,206	$0	$293,700	$131,000	-55.4%
Total CAPITAL OUTLAY:		$96,206	$0	$293,700	$131,000	-55.4%
Total Expense Objects:		$114,534	$105,586	$293,700	$131,000	-55.4%

Budget Justification

GRANT FUNDS
CDBG GRANT
1325400

TITLE/ACCOUNT NUMBER		AMOUNT
57 - CAPITAL OUTLAY		
58500 - INFRASTRUCTURE		
ADA sidewalk, access ramps and bus pad improvement (cost shared with 1265340-58500 & 1375360-58500)		131,000
58500 - INFRASTRUCTURE Total		**131,000**
57 - CAPITAL OUTLAY Total		**131,000**
Grand Total	**$**	**131,000**

COPS Grant Fund

T. Jarb Thaipejr
City Manager/Public Works Director

Legislation enactment of Assembly Bill No. 3229, Citizen's Option for Public Safety (COPS). Cities are provided funds to supplement existing services in the area of front-line law enforcement, including anti-gang and community crime prevention programs.

Revenues by Source - COPS Grant Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$3,439	$8,967	$19,100	$6,000	-68.6%
INTERGOVERNMENTAL	$104,848	$142,094	$252,900	$186,200	-26.4%
Total Revenue Source:	$101,408	$151,060	$272,000	$192,200	-29.3%

Department Goals

For the Fiscal Year 2024-2025, the goals for the COPS Grant Fund are:

1. To assist the General Fund with the costs associated with the Sheriff's Service Specialist position.
2. To assist the General Fund with the costs of running the Kidzwatch program at three schools within the city limits.
3. To assist the General Fund with the contribution to fund part of the cost of the Explorer's Law Enforcement Competitions.
4. To assist the General Fund with the costs to promote the "Say NO to drugs" Campaign during Red Ribbon week at two public schools within City Limits.
5. To assist the General Fund with the uniform costs, installation event for the Citizens on Patrol, and annual fees for the 26 Flock license plate readers.

Budgeted Expenditures by Expense Type - COPS Grant Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	1355430-51110	$0	$0	$0	$4,800	N/A
REPAIRS & MAINT - CAPITAL FAC	1355430-51300	$0	$0	$1,600	$1,500	-6.2%
UNIFORMS	1355430-51610	$0	$0	$400	$1,000	150%
SMALL EQUIPMENT & TOOLS	1355430-51670	$2,261	$0	$0	$0	0%
CONTRACTUAL AGREEMENTS	1355430-51830	$0	$48,450	$75,700	$72,800	-3.8%
MATERIALS & OTHER SERVICES	1355430-51870	$500	$3,210	$7,000	$6,500	-7.1%
Total MAINT & OPERATIONS:		$2,761	$51,660	$84,700	$86,600	2.2%
OPERATING TRANSF OUT						
TRANSFERS OUT	1355430-51890	$103,902	$102,149	$138,200	$146,800	6.2%
Total OPERATING TRANSF OUT:		$103,902	$102,149	$138,200	$146,800	6.2%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	1355430-58220	$0	$0	$55,000	$0	-100%
Total CAPITAL OUTLAY:		$0	$0	$55,000	$0	-100%
Total Expense Objects:		$106,663	$153,809	$277,900	$233,400	-16%

Budget Justification

GRANT FUNDS
C.O.P.S.
1355430

TITLE/ACCOUNT NUMBER	AMOUNT
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Security camera sim card services (9)	4,800
51110 - COMMUNICATIONS - TELEPHONE Total	**4,800**
51610 - UNIFORMS	
Uniforms for citizen's patrol	1,000
51610 - UNIFORMS Total	**1,000**
51830 - CONTRACTUAL AGREEMENTS	
Annual license fee for 26 License Plate Readers	72,800
51830 - CONTRACTUAL AGREEMENTS Total	**72,800**
51870 - MATERIALS & OTHER SERVICES	
Explorer's (ages 14-20) Law Enforcement Competitions	2,000
Kidzwatch program activities and supplies for three schools	3,000
Volunteer Citizen on Patrol installation dinner	500
Red Ribbon - Say NO to Drugs campaign supplies for three schools	1,000
51870 - MATERIALS & OTHER SERVICES Total	**6,500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
License plate reader camera repairs	1,500
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**1,500**
51890 - TRANSFERS OUT	
COPS funding to supplement 1.4 Sheriff Service Specialist positions costs to the General Fund	146,800
51890 - TRANSFERS OUT Total	**146,800**
52 - MAINT & OPERATIONS Total	**233,400**
Grand Total	**$ 233,400**

Miscellaneous Grants

T. Jarb Thaipejr
City Manager/Public Works Director

This account is used to manage miscellaneous grants the city is awarded. As of date, the Community Development Department has been awarded the LEAP Planning Grant to help fund projects that streamline housing approvals and accelerate housing production. A consultant firm was hired to assist city staff with updating the General Plan's Housing Element.

The city has also been awarded a Transportation Development Act (TDA) Article 3, Transit Stop Access Program Accessibility Improvement grant by the San Bernardino County Transportation Authority (SBCTA). The project includes eleven bus stops and shelters at various locations throughout the city.

The city was also awarded an Emergency Management Performance Grant to conduct an emergency management training and exercise program.

Revenues by Source - Miscellaneous Grant Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
INTERGOVERNMENTAL	$36,940	$157,626	$115,522	$118,800	2.8%
OTHER	$0	$0	$0	$300,000	N/A
Total Revenue Source:	$36,940	$157,626	$115,522	$418,800	262.5%

Department Goals

For the Fiscal Year 2024-2025, the goal for the Miscellaneous Grant Fund is:

1. Finalize and close the Local Early Action Planning (LEAP) Grant. Compile and submit all invoices and reporting documents to the State Housing and Community Development Agency. Receive full reimbursement of $150,000 for completing the Housing Element update and other housing related projects as described in the approved LEAP application.

2. Install eleven bus stops and shelters at various locations within the city.

3. Conduct emergency management training and exercise.

4. Purchase 5 Electrocardiogram (ECG) monitors funded by a grant from San Manuel Band of Mission Indians.

Budgeted Expenditures by Expense Type - Miscellaneous Grants

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
PERSONNEL-SALARIES						
SALARIES REGULAR	1375360-50010	$4,266	$0	$0	$0	0%
Total PERSONNEL-SALARIES:		$4,266	$0	$0	$0	0%
PERSONNEL-BENEFITS						
BENEFITS	1375360-50500	$6,111	$0	$0	$0	0%
Total PERSONNEL-BENEFITS:		$6,111	$0	$0	$0	0%
MAINT & OPERATIONS						
PRINTING & PUBLISHING	1375360-51500	$3,157	$0	$0	$0	0%
GENERAL OFFICE	1375360-51540	$50	$0	$0	$0	0%
PROFESSIONAL SERVICES	1375360-51820	$50,000	$0	$0	$14,800	N/A
CONTRACTUAL AGREEMENTS	1375360-51830	$65,968	$16,454	$53,900	$53,900	0%
Total MAINT & OPERATIONS:		$119,175	$16,454	$53,900	$68,700	27.5%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	1375360-58220	$0	$0	$0	$300,000	N/A
INFRASTRUCTURE	1375360-58500	$0	$0	$50,122	$50,100	0%
Total CAPITAL OUTLAY:		$0	$0	$50,122	$350,100	598.5%
Total Expense Objects:		$129,552	$16,454	$104,022	$418,800	302.6%

Budget Justification

GRANT FUNDS
MISC GRANTS
1375360

TITLE/ACCOUNT NUMBER		AMOUNT
52 - MAINT & OPERATIONS		
51830 - CONTRACTUAL AGREEMENTS		
Loma Linda Housing Element Update paid by LEAP Grant		53,900
51830 - CONTRACTUAL AGREEMENTS Total		**53,900**
51820 - PROFESSIONAL SERVICES		
Emergency Management (EM) Training & Exercise program split with 0012130-51820		14,800
51830 - CONTRACTUAL AGREEMENTS Total		**14,800**
52 - MAINT & OPERATIONS Total		**68,700**
57 - CAPITAL OUTLAY		
58500 - INFRASTRUCTURE		
Installation of ADA access ramps, sidewalk improvements and bus pads (shared with 1325400-58500 & 1265340-58500)		50,100
51830 - CONTRACTUAL AGREEMENTS Total		**50,100**
58220 - MACHINERY & EQUIPMENT		
5 Electrocardiogram (ECG) monitors funded by a grant from San Manuel Band of Mission Indians		300,000
51830 - CONTRACTUAL AGREEMENTS Total		**300,000**
57 - CAPITAL OUTLAY Total		**350,100**
Grand Total	**$**	**418,800**

Federal/State Construction

T. Jarb Thaipejr
City Manager/Public Works Director

This fund records grant revenue from various State and Federal agencies, which provide funding to eligible transportation-related projects.

Revenues by Source - Federal/State Construction

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	$27	$570	$2,000	$2,000	0%
INTERGOVERNMENTAL	$0	$192,620	$0	$0	0%
Total Revenue Source:	$27	$193,190	$2,000	$2,000	0%

Federal/State Construction

Department Goals

For the Fiscal Year 2024-2025, no grant funding or expenditures are anticipated.

Budgeted Expenditures by Expense Type - Federal/State Construction

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
CAPITAL OUTLAY						
INFRASTRUCTURE	3283300-58500	$192,620	$0	$0	$0	0%
Total CAPITAL OUTLAY:		$192,620	$0	$0	$0	0%
Total Expense Objects:		$192,620	$0	$0	$0	0%

Park Development

T. Jarb Thaipejr
City Manager/Public Works Director

This fund sets aside developer fees for future park development and acquisition. Grant funds are also transferred to this fund for specific projects.

Revenues by Source - Park Development

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$7,921	$20,137	$4,600	$4,600	0%
DEVELOPER CONT	$405,340	$79,227	$122,900	$1,423,300	1,058.1%
Total Revenue Source:	$397,420	$99,364	$127,500	$1,427,900	1,019.9%

Department Goals

For the Fiscal Year 2024-2025, the goals for Park Development are:

1. To continue the tree planting program.
2. Installation of two Pickleball courts at Leonard Bailey Park.

Budgeted Expenditures by Expense Type - Park Development

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL FUND OVERHEAD	3045320-51900	$96,216	$103,618	$95,900	$40,000	-58.3%
Total MAINT & OPERATIONS:		$96,216	$103,618	$95,900	$40,000	-58.3%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	3045320-58220	$39,086	$0	$0	$0	0%
BUILDINGS AND STRUCTURES	3045320-58250	$57,898	$193,997	$439,400	$200,000	-54.5%
INFRASTRUCTURE	3045320-58500	$384,076	$324,095	$40,000	$0	-100%
Total CAPITAL OUTLAY:		$481,060	$518,092	$479,400	$200,000	-58.3%
Total Expense Objects:		$577,276	$621,711	$575,300	$240,000	-58.3%

Budget Justification

CAPITAL PROJECTS FUNDS
PARK ACQUISITION & DEVELOP
3045320

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General City overhead rate at 19.5%			40,000
51900 - GENERAL FUND OVERHEAD	**Total**		**40,000**
52 - MAINT & OPERATIONS Total			**40,000**
57 - CAPITAL OUTLAY			
58250 - BUILDINGS AND STRUCTURES			
Pickle Ball Court			200,000
58250 - BUILDINGS AND STRUCTURES	**Total**		**200,000**
57 - CAPITAL OUTLAY Total			**200,000**
Grand Total		**$**	**240,000**

Storm Drain

T. Jarb Thaipejr
City Manager/Public Works Director

This fund was established to segregate storm drain development fees and related expenses for improving and expanding the storm drainage system citywide.

Revenues by Source - Storm Drain

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$10,234	$22,725	$39,800	$39,800	0%
CHARGES FOR SERVICES	$29,493	$12,896	$13,800	$150,000	987%
Total Revenue Source:	$19,259	$35,621	$53,600	$189,800	254.1%

Department Goals

For the Fiscal Year 2024-2025, the goal for the Storm Drain is:

1. To install a new drainage ditch at Richardson Street.

Budgeted Expenditures by Expense Type - Storm Drain

Name	ERP Code	FY2022 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects					
MAINT & OPERATIONS					
GENERAL FUND OVERHEAD	3095350-51900	$0	$2,900	$10,400	258.6%
Total MAINT & OPERATIONS:		$0	$2,900	$10,400	258.6%
CAPITAL OUTLAY					
GENERAL CAPITAL IMPROVEMENTS	3095350-58240	$0	$0	$63,000	N/A
BUILDINGS AND STRUCTURES	3095350-58250	$0	$15,000	$0	-100%
Total CAPITAL OUTLAY:		$0	$15,000	$63,000	320%
Total Expense Objects:		$0	$17,900	$73,400	310.1%

Budget Justification

CAPITAL PROJECTS FUNDS
STORM DRAIN
3095350

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General City Overhead at 19.50%			10,400
51900 - GENERAL FUND OVERHEAD	**Total**		**10,400**
52 - MAINT & OPERATIONS Total			**10,400**
57 - CAPITAL OUTLAY			
58240 - GENERAL CAPITAL IMPROVEMENTS			
Install new drainage ditch at Richardson Street			63,000
58240 - GENERAL CAPITAL IMPROVEMENTS	**Total**		**63,000**
57 - CAPITAL OUTLAY Total			**63,000**
Grand Total		**$**	**73,400**

Traffic Impact

T. Jarb Thaipejr
City Manager/Public Works Director

This fund accumulates and expends developer fees for major traffic control devices. It is restricted to capital outlay necessitated by new development, as oppose to replacement of existing assets.

Revenues by Source - Traffic Impact

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$21,704	$45,623	$44,800	$44,800	0%
DEVELOPER CONT	$147,463	$47,159	$98,800	$204,600	107.1%
Total Revenue Source:	$125,760	$92,782	$143,600	$249,400	73.7%

Department Goals

For the Fiscal Year 2024-2025, the goal for Traffic Impact is:

1. To continue the street widening at California Street, north of Barton Road.

Budgeted Expenditures by Expense Type - Traffic Impact

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL FUND OVERHEAD	3122340-51900	$167,344	$138,605	$27,200	$62,000	127.9%
Total MAINT & OPERATIONS:		$167,344	$138,605	$27,200	$62,000	127.9%
CAPITAL OUTLAY						
INFRASTRUCTURE	3122340-58500	$858,174	$710,796	$139,700	$318,200	127.8%
Total CAPITAL OUTLAY:		$858,174	$710,796	$139,700	$318,200	127.8%
Total Expense Objects:		$1,025,518	$849,401	$166,900	$380,200	127.8%

Budget Justification

CAPITAL PROJECTS FUNDS
TRAFFIC IMPACT CAPITAL FUND
3122340

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General City overhead at 19.5%			62,000
51900 - GENERAL FUND OVERHEAD	**Total**		**62,000**
52 - MAINT & OPERATIONS Total			**62,000**
57 - CAPITAL OUTLAY			
58500 - INFRASTRUCTURE			
California Street widening, phase III (shared with 1275345-58500)			318,200
58500 - INFRASTRUCTURE	**Total**		**318,200**
57 - CAPITAL OUTLAY Total			**318,200**
Grand Total		**$**	**380,200**

General Facilities

T. Jarb Thaipejr
City Manager/Public Works Director

This fund accumulates and expends developer fees for general facilities capital outlay. Eligible expenditures include improvements to buildings and structures and the acquisition or construction of new Civic Center complex and/or Corporation Yard facilities, automotive equipment, machinery, equipment and/or outdoor facilities, etc.

Revenues by Source - General Facilities

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$3,276	$7,905	$3,000	$3,000	0%
DEVELOPER CONT	$23,322	$5,605	$3,000	$30,300	910%
Total Revenue Source:	$20,046	$13,510	$6,000	$33,300	455%

Department Goals

For the Fiscal Year 2024-2025, the goal for General Facilities is:

1. There are no projects scheduled for this fiscal year.

Budgeted Expenditures by Expense Type - General Facilities

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL FUND OVERHEAD	3162350-51900	$4,584	$40,049	$42,600	$3,900	-90.8%
Total MAINT & OPERATIONS:		$4,584	$40,049	$42,600	$3,900	-90.8%
CAPITAL OUTLAY						
BUILDINGS AND STRUCTURES	3162350-58250	$23,510	$85,933	$110,000	$20,000	-81.8%
TECHNOLOGY SYSTEMS	3162350-58845	$0	$119,447	$108,600	$0	-100%
Total CAPITAL OUTLAY:		$23,510	$205,380	$218,600	$20,000	-90.9%
Total Expense Objects:		$28,094	$245,429	$261,200	$23,900	-90.8%

Budget Justification

CAPITAL PROJECTS FUNDS
GENERAL FACILITIES
3162350

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General City overhead at 19.5%			3,900
51900 - GENERAL FUND OVERHEAD	**Total**		**3,900**
52 - MAINT & OPERATIONS Total			**3,900**
57 - CAPITAL OUTLAY			
58250 - BUILDINGS AND STRUCTURES			
Design new EV charging station for City Yard			20,000
58250 - BUILDINGS AND STRUCTURES	**Total**		**20,000**
57 - CAPITAL OUTLAY Total			**20,000**
Grand Total		**$**	**23,900**

Art in Public Places

T. Jarb Thaipejr
City Manager/Public Works Director

This fund is to account for developer fees collected and expended for art in public places as needed by development.

Revenues by Source - Art in Public Places

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$2,157	$5,184	$5,800	$5,800	0%
DEVELOPER CONT	$31,417	$18,689	$7,700	$107,900	1,301.3%
Total Revenue Source:	$29,260	$23,873	$13,500	$113,700	742.2%

Department Goals

For the Fiscal Year 2024-2025, the goal for Art in Public Places is:

1. To enhance city property and public right-of-ways with artwork.

Budgeted Expenditures by Expense Type - Art in Public Places

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL FUND OVERHEAD	3232550-51900	$12,039	$12,601	$9,800	$9,800	0%
Total MAINT & OPERATIONS:		$12,039	$12,601	$9,800	$9,800	0%
CAPITAL OUTLAY						
BUILDINGS AND STRUCTURES	3232550-58250	$61,738	$64,618	$50,000	$50,000	0%
Total CAPITAL OUTLAY:		$61,738	$64,618	$50,000	$50,000	0%
Total Expense Objects:		$73,777	$77,219	$59,800	$59,800	0%

Budget Justification

CAPITAL PROJECTS FUNDS
ART IN PUBLIC PLACES
3232550

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General City overhead at 19.5%			9,800
51900 - GENERAL FUND OVERHEAD	**Total**		**9,800**
52 - MAINT & OPERATIONS Total			**9,800**
57 - CAPITAL OUTLAY			
58250 - BUILDINGS AND STRUCTURES			
Art in Public Places Structures			50,000
58250 - BUILDINGS AND STRUCTURES	**Total**		**50,000**
57 - CAPITAL OUTLAY Total			**50,000**
Grand Total		**$**	**59,800**

Special Projects Construction

T. Jarb Thaipejr
City Manager/Public Works Director

This fund provides for special or extraordinary projects, activities and allocations that might be recommended by staff and determined needed by the City Council.

Revenues by Source - Special Projects Construction

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$19,819	$51,877	$109,700	$109,700	0%
OPERATING TRANSF IN	$33,431	$14,001	$0	$0	0%
PROCEEDS FROM LTD	$1,065,446	$1,065,446	$1,065,400	$1,065,400	0%
Total Revenue Source:	$1,079,058	$1,131,324	$1,175,100	$1,175,100	0%

Department Goals

For the Fiscal Year 2024-2025, the goals for Special Projects Construction are:

1. There are no projects scheduled for this fiscal year.

Budgeted Expenditures by Expense Type - Special Projects Construction

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL FUND OVERHEAD	3435980-51900	$162,323	$5,544	$7,300	$3,000	-58.9%
Total MAINT & OPERATIONS:		$162,323	$5,544	$7,300	$3,000	-58.9%
CAPITAL OUTLAY						
INFRASTRUCTURE	3435980-58500	$823,718	$0	$0	$0	0%
TECHNOLOGY SYSTEMS	3435980-58845	$42,381	$42,434	$37,400	$15,600	-58.3%
Total CAPITAL OUTLAY:		$866,099	$42,434	$37,400	$15,600	-58.3%
Total Expense Objects:		$1,028,421	$47,978	$44,700	$18,600	-58.4%

Budget Justification

CAPITAL PROJECTS FUNDS
SPECIAL PROJECTS CONSTN FUND
3435980

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General City Overhead at 19.50%			3,000
51900 - GENERAL FUND OVERHEAD	**Total**		**3,000**
52 - MAINT & OPERATIONS Total			**3,000**
57 - CAPITAL OUTLAY			
58845 - TECHNOLOGY SYSTEMS			
Financial Software System Upgrade (Payroll and Business Licensing and Maintenance)			15,600
58845 - TECHNOLOGY SYSTEMS	**Total**		**15,600**
57 - CAPITAL OUTLAY Total			**15,600**
Grand Total		**$**	**18,600**

Capital Projects SA Bond Proceeds

T. Jarb Thaipejr
City Manager/Public Works Director

This fund will track the final capital projects funded with remaining subordinate 2005A Tax Allocation Bonds. Proceeds issued prior to dissolution of the Loma Linda Redevelopment Agency in 2012.

Revenues by Source - Capital Projects SA Bond Proceeds

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$9,334	$26,323	$20,000	$20,000	0%
INTERGOVERNMENTAL	$35,463	$0	$0	$0	0%
Total Revenue Source:	**$26,129**	**$26,323**	**$20,000**	**$20,000**	**0%**

Department Goals

For the Fiscal Year 2024-2025, the goal for Capital Projects SA Bond Proceeds is:

1. To design plans for the widening of Mission Road.

Budgeted Expenditures by Expense Type - Capital Projects SA Bond Proceeds

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
GENERAL FUND OVERHEAD	3452400-51900	$27,936	$48,902	$117,000	$3,900	-96.7%
Total MAINT & OPERATIONS:		$27,936	$48,902	$117,000	$3,900	-96.7%
CAPITAL OUTLAY						
INFRASTRUCTURE	3452400-58500	$143,262	$250,778	$600,000	$20,000	-96.7%
Total CAPITAL OUTLAY:		$143,262	$250,778	$600,000	$20,000	-96.7%
Total Expense Objects:		**$171,198**	**$299,680**	**$717,000**	**$23,900**	**-96.7%**

Budget Justification

CAPITAL PROJECTS FUNDS
CAPITAL PROJ SA BOND PROCEEDS
3452400

TITLE/ACCOUNT NUMBER			AMOUNT
52 - MAINT & OPERATIONS			
51900 - GENERAL FUND OVERHEAD			
General Fund Overhead 15%			3,900
51900 - GENERAL FUND OVERHEAD	**Total**		**3,900**
52 - MAINT & OPERATIONS Total			**3,900**
57 - CAPITAL OUTLAY			
58500 - INFRASTRUCTURE			
Mission Road widening in front of TR 20417 (Design)			20,000
58500 - INFRASTRUCTURE	**Total**		**20,000**
57 - CAPITAL OUTLAY Total			**20,000**
Grand Total		**$**	**23,900**

Public Financing Authority

T. Jarb Thaipejr
City Manager/Public Works Director

Revenues by Source - Public Financing Authority

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$359	$800	$1,400	$1,400	0%
Total Revenue Source:	-$359	$800	$1,400	$1,400	0%

Budgeted Expenditures by Expense Type - Public Financing Authority

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
PROFESSIONAL SERVICES	2507500-51820	$315	$315	$400	$400	0%
Total MAINT & OPERATIONS:		$315	$315	$400	$400	0%
Total Expense Objects:		$315	$315	$400	$400	0%

Budget Justification

PUBLIC FINANCING AUTHORITY
PUBLIC FINANCING AUTHORITY
2507500

TITLE/ACCOUNT NUMBER		AMOUNT
52 - MAINT & OPERATIONS		
51820 - PROFESSIONAL SERVICES		
Annual State Controller's Report		400
51820 - PROFESSIONAL SERVICES Total		**400**
52 - MAINT & OPERATIONS Total		**400**
Grand Total	**$**	**400**

Loma Linda Housing Authority

Lynette Arreola
City Clerk

Pursue opportunities for the development of land owned by the Housing Authority or, as may be appropriate, accomplish the disposition of all or portions of such land if such disposition would better contribute toward the creation, rehabilitation, and/or other deployment of dwelling units available to households of limited income at an affordable housing cost. The ability to pursue opportunities is constrained by the current lack of funding sources supporting affordable housing following the elimination of redevelopment agencies. As a result, the techniques utilized by the Housing Authority for the foreseeable future may be directed toward more modestly sized projects than were accomplished during the time the Loma Linda Redevelopment Agency was in operation.

Review the qualifications of buyers of existing single-family units that are subject to affordability covenants, including review of prices for conformity with recorded restrictions. Maintain Housing Authority-owned land until such land is disposed of by sale or ground lease.

As a necessary concomitant of programs, the Housing Authority seeks to defray its costs of operation, including without limitation the costs of monitoring, providing services in connection with the private sale of covenanted units to other private parties, the preparation of such reports as may be required under various statutory schemes, and the preparation of agreements (including with respect to the disposition and/or development of properties) from program revenues to the extent feasible.

Revenues by Source - Loma Linda Housing Authority

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	$147,105	$159,882	$189,500	$189,500	0%
CHARGES FOR SERVICES	$81	$44	$100	$100	0%
OTHER	$1,755	$3,395	$1,700	$1,700	0%
PROCEEDS FROM LTD	$2,347	$1,539	$1,400	$1,400	0%
Total Revenue Source:	$151,288	$164,860	$192,700	$192,700	0%

Department Goals

For the Fiscal Year 2024-2025, the goal for the Loma Linda Housing Authority is:

1. Continue to assist in the management of the Housing Authority Program.

Budgeted Expenditures by Expense Type - Loma Linda Housing Authority

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
PROPERTY TAXES	1801800-51150	$740	$494	$1,200	$900	-25%
PRINTING & PUBLISHING	1801800-51500	$0	$0	$1,200	$1,200	0%
GENERAL OFFICE	1801800-51540	$356	$357	$800	$800	0%
SOFTWARE AND SOFTWARE LICENSES	1801800-51550	$3,028	$3,210	$6,000	$5,400	-10%
PROFESSIONAL SERVICES	1801800-51820	$18,553	$28,895	$36,600	$36,600	0%
CONTRACTUAL AGREEMENTS	1801800-51830	$2,344	$1,602	$5,500	$5,600	1.8%
LEGAL SERVICES	1801800-51840	$15,916	$14,003	$50,000	$50,000	0%
MATERIALS & OTHER SERVICES	1801800-51870	$0	$0	$100	$100	0%
OPERATIONS - ACQUIRED PROPERTY	1801800-51885	$210	$1,840	$8,000	$5,000	-37.5%
GENERAL FUND OVERHEAD	1801800-51900	$4,636	$5,396	$12,200	$17,300	41.8%
Total MAINT & OPERATIONS:		$45,782	$55,797	$121,600	$122,900	1.1%
DEBT SERVICE						
PRINCIPAL - LEASE	1801800-51911	$147	$162	$0	$0	0%
PRINCIPAL - SBITA	1801800-51912	$0	$21	$0	$0	0%
INTEREST - LEASE	1801800-51921	$27	$24	$0	$0	0%
INTEREST - SBITA	1801800-51922	$0	$0	$0	$0	0%
Total DEBT SERVICE:		$174	$207	$0	$0	0%
CAPITAL OUTLAY						
LEASE ASSET	1801800-58270	$910	$0	$0	$0	0%
SBITA ASSET	1801800-58280	$0	$101	$0	$0	0%
PROPERTY PURCHASES	1801800-58835	$0	$0	$50,000	$50,000	0%
TECHNOLOGY SYSTEMS	1801800-58845	$0	$469	$1,200	$2,100	75%
Total CAPITAL OUTLAY:		$910	$570	$51,200	$52,100	1.8%
Total Expense Objects:		$46,866	$56,574	$172,800	$175,000	1.3%

Budget Justification

LOMA LINDA HOUSING AUTHORITY
LOMA LINDA HOUSING AUTHORITY
1801800

TITLE/ACCOUNT NUMBER	AMOUNT
52 - MAINT & OPERATIONS	
51150 - PROPERTY TAXES	
Taxes related to SLA district & LMD and other housing authority properties	900
51150 - PROPERTY TAXES Total	**900**
51500 - PRINTING & PUBLISHING	
Advertising, publications, notices related to Housing Authority programs, including "for sale" property	1,000
Printing of annual budget (Finance)	200
51500 - PRINTING & PUBLISHING Total	**1,200**
51540 - GENERAL OFFICE	
General office supplies and postage	800
51540 - GENERAL OFFICE Total	**800**
51550 - SOFTWARE AND SOFTWARE LICENSES	
Housing Authority portion of software licenses	
Loan Servicing Support (LSSI)	3,500
Pro-rata share for Microsoft Agreement & Office 365 license; Crystal Reports; Dot Gov; voice server upgrade	500
Budget publishing software	800
Transparency Portal-Finance	600
51550 - SOFTWARE AND SOFTWARE LICENSES Total	**5,400**
51820 - PROFESSIONAL SERVICES	
Audit Services	3,600
Housing Authority advisor and miscellaneous professional services	33,000
51820 - PROFESSIONAL SERVICES Total	**36,600**
51830 - CONTRACTUAL AGREEMENTS	
Bank analysis services	1,600
Pro-rata share for phone support & backup; printer leases; print overages & freight; VoiP; anti-virus; spam filter; VMWARE support; data domain; licensing for Musical Works SMB; hardware support; Digi cert; network switches support; router support; managed service network & security; camera support; website support, hosting & maintenance; 3PAR HPE NAS support; Juniper switch support; firewall protection	4,000
51830 - CONTRACTUAL AGREEMENTS Total	**5,600**
51840 - LEGAL SERVICES	
City Attorney and Special Counsel legal services	50,000
51840 - LEGAL SERVICES Total	**50,000**

Budget Justification

LOMA LINDA HOUSING AUTHORITY
LOMA LINDA HOUSING AUTHORITY
1801800

TITLE/ACCOUNT NUMBER			AMOUNT
51870 - MATERIALS & OTHER SERVICES			
Miscellaneous materials and services not include in other accounts			100
51870 - MATERIALS & OTHER SERVICES	**Total**		**100**
51885 - OPERATIONS - ACQUIRED PROPERTY			
Maintenance, repair and weed abatement of properties owned by Housing Authority			5,000
51885 - OPERATIONS - ACQUIRED PROPERTY Total			**5,000**
51900 - GENERAL FUND OVERHEAD			
General City overhead at 11%			17,300
51900 - GENERAL FUND OVERHEAD	**Total**		**17,300**
52 - MAINT & OPERATIONS Total			**122,900**
57 - CAPITAL OUTLAY			
58835 - PROPERTY PURCHASES			
Purchase of covenanted single-family houses to retain long-term affordability covenants			50,000
58835 - PROPERTY PURCHASES	**Total**		**50,000**
58845 - TECHNOLOGY SYSTEMS			
Pro-rata share of VM Host, Data Center Lighting, LED Sign (Loma Linda Dr X Barton Rd) VoIP Phone Hardware and Implementation, Firewall Replacement and Security Camera Replacements			2,100
58845 - TECHNOLOGY SYSTEMS	**Total**		**2,100**
57 - CAPITAL OUTLAY Total			**52,100**
Grand Total		**$**	**175,000**

City of Loma Linda

Regular City Council Staff Report

Five-Year Capital Improvement Program (CIP) [Public Works] (Continued from June 25, 2024)

Fiscal Year 2024 -25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2D
To	**From**
City Council	T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the City Council approve the the Capital Improvement Program (CIP) for FY 2024/2025 to FY 2028/2029 (see attached).

Attachments

CIP FY 24-25 to 28-29.pdf

CITY OF LOMA LINDA

FY 2024-2025 / 2028-2029

"Serving…Protecting…Caring"



1.6 M.G. Reservoir

CAPITAL IMPROVEMENT PROGRAM

CITY OF LOMA LINDA

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

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June 25, 2024

Honorable Mayor and City Council,

I am pleased to submit for your consideration a new Capital Improvement Program (CIP) for Fiscal Years 2024/2025 through 2028/2029.

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

Thank you for your consideration of this important document.

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

TABLE OF CONTENTS

Cover Letter	i
Introduction	1-2
Potential Funding Sources	3-7
Summary of Expenditures	8-13
Fleet	14-15
General Buildings	16-17
Parks	18-19
Sewer	20-21
Storm Drain	22-23
Streets and Street Lights	24-26
Water	27-29

Introduction

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

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

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

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

CIP Organization:

The CIP is divided into seven major categories as follows:

Fleet:

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

General Buildings:

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

Parks and Recreation:

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

Sewer:

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

Storm Drains:

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

Streets and Street Lights:

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

Water:

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

POTENTIAL SOURCES OF FUNDING

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

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

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

1. Community Development Block Grant Funds (CDBG)

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

2. County Funds

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

3. **Donations**

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

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

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

5. **Fire Equipment Capital Fund**

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

6. **Fire Facilities Fund**

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

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

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

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

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

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

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

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

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

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

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

12. **Land and Water Conservation Fund**

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

13. **Landscape Maintenance District**

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

14. **Lease Purchase Financing**

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

15. **Park Development Fund**

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

16. **Revenue Bonds**

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

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

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

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

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

19. **Sewer Capital Fund**

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

20. **Sewer Enterprise Construction Fund**

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

21. **State Gasoline Tax**

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

22. **State Infrastructure Bank Loan**

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

23. **Storm Drain Capital Fund**

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

24. **Street Light Assessment District**

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

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

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

26. **Traffic Systems Fee Fund**

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

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

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

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

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

29. **Water Capital Fund**

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

30. **Water Enterprise Fund**

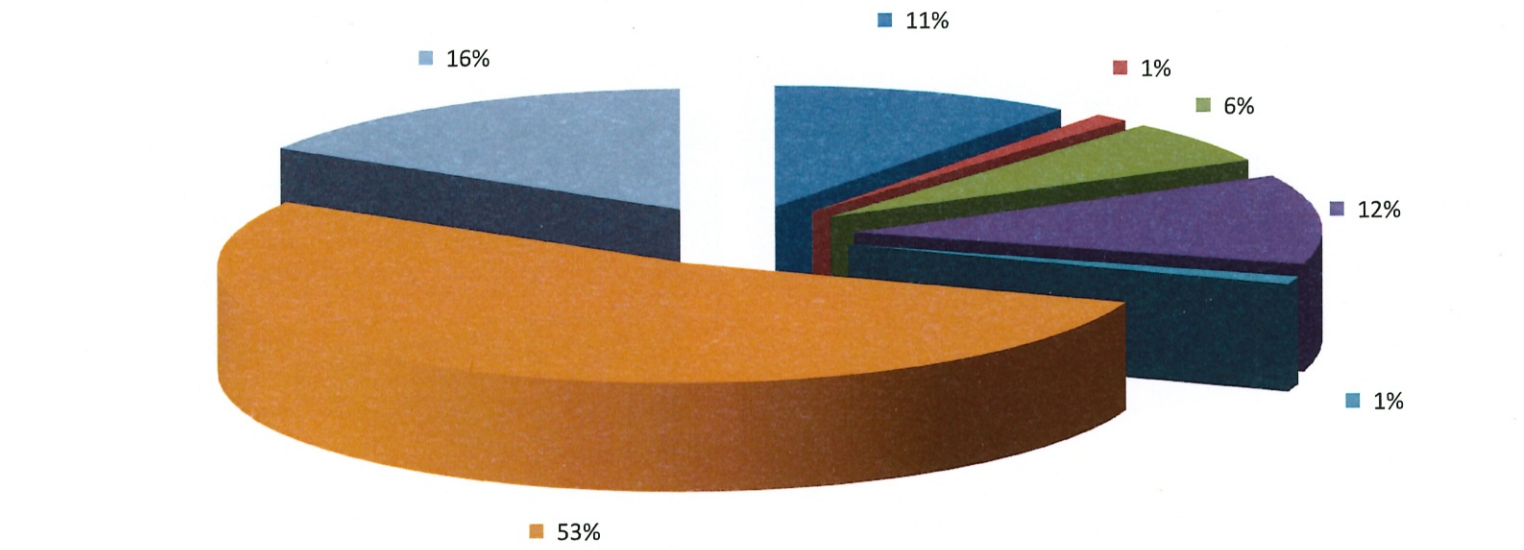
Monies are collected from water usage fees. These funds are used for replacement and maintenance of the City's water system.

CITY OF LOMA LINDA
PUBLIC WORKS DEPARTMENT

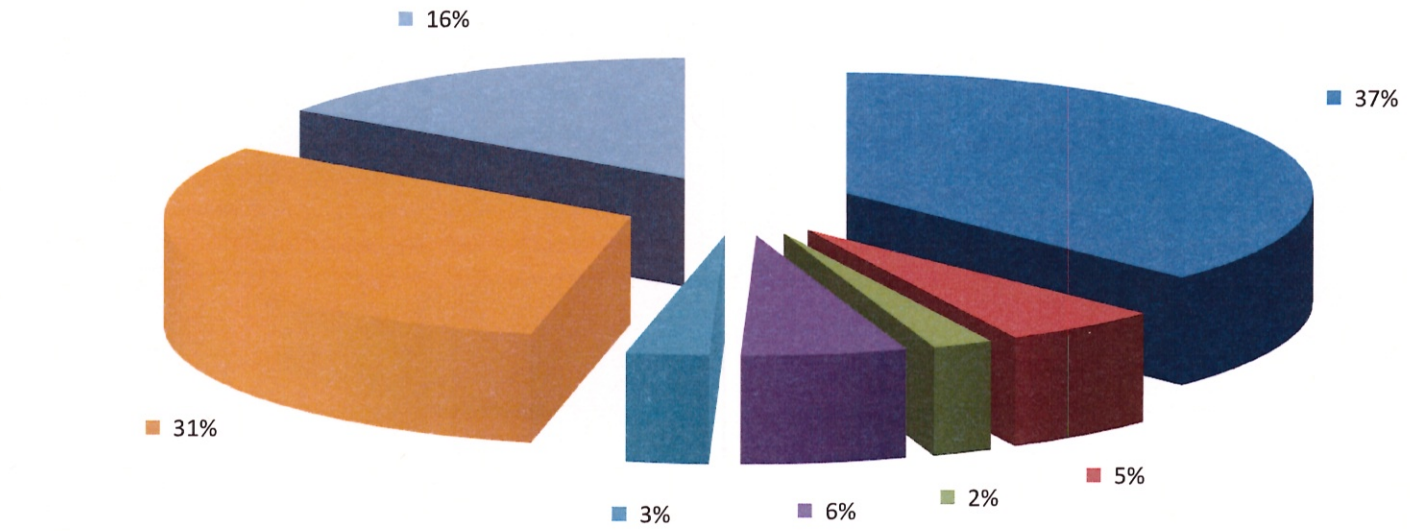
FIVE-YEARS CAPITAL IMPROVEMENT PROGRAM SUMMARY

	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTALS
FLEET	$ 480,000	$ 1,950,000	$ 115,000	$ 50,000	$ -	$ 2,595,000
GENERAL BUILDINGS	$ 55,000	$ 285,000	$ 560,000	$ 2,050,000	$ -	$ 2,950,000
PARKS	$ 270,000	$ 110,000	$ 90,000	$ 100,000	$ 90,000	$ 660,000
SEWER	$ 550,000	$ 300,000	$ 250,000	$ -	$ -	$ 1,100,000
STORM DRAINS	$ 50,000	$ 150,000	$ 8,500,000	$ 600,000	$ 1,500,000	$ 10,800,000
STREETS/STREET LIGHTS	$ 2,429,100	$ 1,630,000	$ 1,430,000	$ 1,430,000	$ 2,830,000	$ 9,749,100
WATER	$ 745,000	$ 810,000	$ 660,000	$ 60,000	$ 60,000	$ 2,335,000
TOTALS	**$ 4,579,100**	**$ 5,235,000**	**$ 11,605,000**	**$ 4,290,000**	**$ 4,480,000**	**$ 30,189,100**

EXPENDITURES BY PERCENTAGE
FY 2024-2025

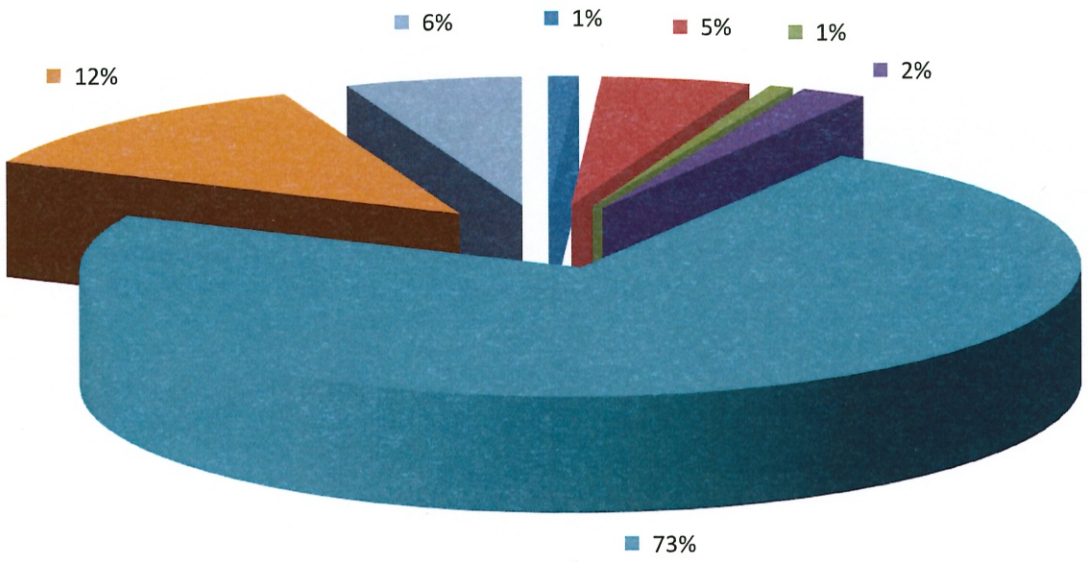


EXPENDITURES BY PERCENTAGE
FY 2025-2026



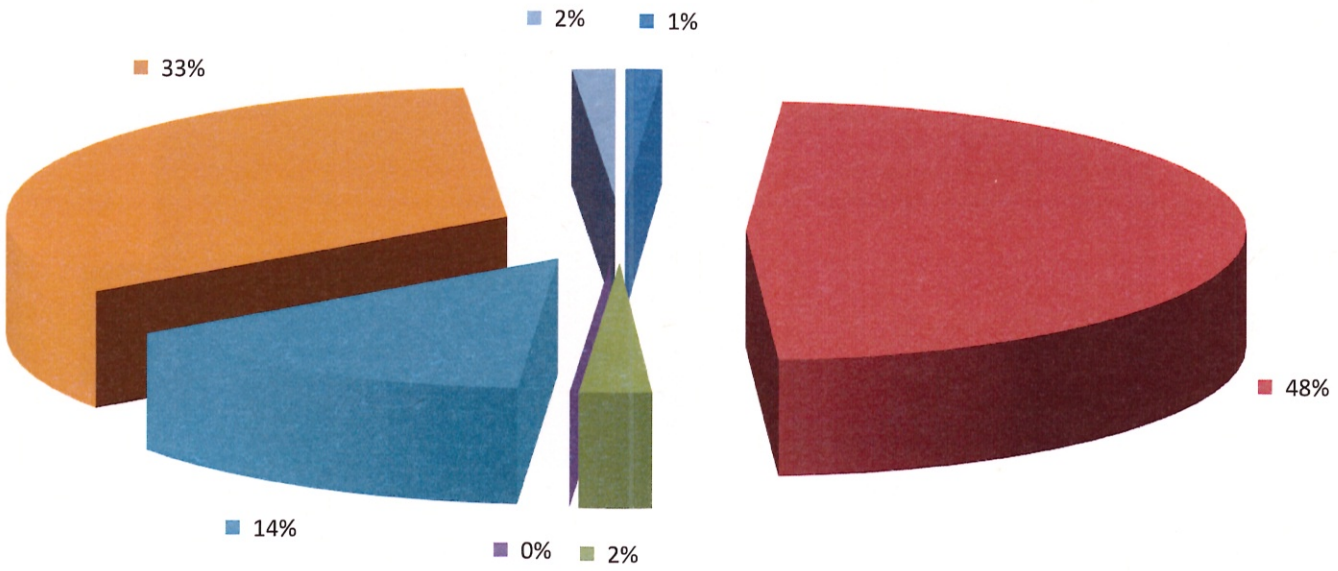
Fleet = $1,950,000 General Buildings = $285,000 Parks = $110,000 Sewer = $300,000 Storm Drains = $150,000 Streets / Street Lights = $1,630,000 Water = $810,000

EXPENDITURES BY PERCENTAGE
FY 2026-2027

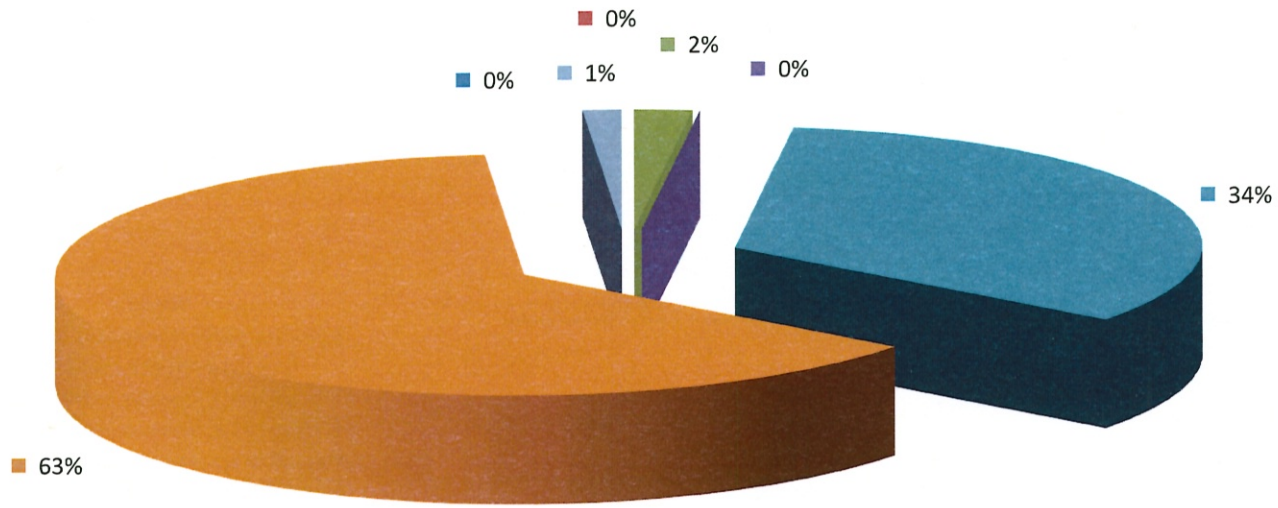


Fleet = $115,000 | General Buildings = $560,000 | Parks = $90,000 | Sewer = $250,000 | Storm Drains = $8,500,000 | Streets / Street Lights = $1,430,000 | Water = $660,000

EXPENDITURES BY PERCENTAGE
FY 2027-2028



EXPENDITURES BY PERCENTAGE
FY 2028-2029



Fleet = $0
General Buildings = $0
Parks = $90,000
Sewer = $0
Storm Drains = $1,500,000
Streets / Street Lights = $2,830,000
Water = $60,000

City of Loma Linda

Capital Improvement Program

FLEET

Project Summary

PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1. Street, Water division - Loader	$300,000					$300,000
2. Street, Water division - Replace Flate bed truck with lift gate	$180,000					$180,000
3. Utility division - Replace Caterpillar PL 2WS		$300,000				$300,000
4. Park division - Replace 2001 F350 dump truck, (PK804)		$250,000				$250,000
5. Street division - Replace 2003 Backhoe loader		$300,000				$300,000
6. Street division - Replace 1998 John Deere Tractor		$250,000				$250,000
7. Street division - Replace 2008 F550 Asphalt dump truck(ST727)		$400,000				$400,000
8. Street division - Replace 2000 Water truck (JU 783)		$450,000				$450,000
9. Engineering division - Replace 2008 Ford Ranger			$50,000			$50,000
10. Utility division - Replace 2008 F150 truck (DI 012)			$65,000			$65,000
11. Admin. Division - Replace 2010 Honda Insight (PC 520)				$50,000		$50,000
TOTAL	$480,000	$1,950,000	$115,000	$50,000	$0	$2,595,000

City of Loma Linda
Capital Improvement Program
FLEET
Project Descriptions

	Project	Description	Potential Funding		Cost
2024 - 2025					
1	Street and Water Division	Loader	General Fund $150,000 Water fund $150,000		$300,000
2	Street and Water Division	Flate bed truck with lift gate	General Fund $90,000	Water fund $90,000	$180,000
	Total				**$480,000**
2025 - 2026					
4	Utility Division	Replace Caterpillar PL 2WS - Model 420D	Water Funds		$300,000
5	Park Division	Replace 2001 F350 dump trucks, (PK 804)	General Fund		$250,000
6	Street Division	Replace 2003 Backhoe loader	General Fund		$300,000
7	Street Division	Replace 1998 John Deere Tractor	General Fund		$250,000
8	Street Division	Replace 2008 F550 Asphalt dump truck, (ST 727)	General Fund		$400,000
9	Street Division	Replace 2000 Water truck (JU 783)	General Fund		$450,000
	Total				**$1,950,000**
2026 - 2027					
10	Engineering	Replace 2008 Ford Ranger	General Fund		$50,000
11	Utility Division	Replace 2008 F150 truck (DI 012)	Water Funds		$65,000
	Total				**$115,000**
2027 - 2028					
12	Admin. Division	Replace 2010 Honda	General Fund		$50,000
2028 - 2029					
	None				

City of Loma Linda

Capital Improvement Program

GENERAL BUILDINGS

Project Summary

PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1. City Yard, EV charging station	$20,000	$20,000	$0	$0	$0	$40,000
2. City Hall, Replace LED lighting	$5,000	$5,000	$0	$0	$0	$10,000
3. City Hall, Facility Improvement	$10,000	$50,000	$50,000	$10,000	$0	$120,000
4. Library - Facility Improvement	$20,000	$10,000	$10,000	$25,000	$0	$65,000
5. City Yard, New Building	$0	$200,000	$500,000	$2,000,000	$0	$2,700,000
6. City Hall, ADA Modifications	$0	$0	$0	$15,000	$0	15,000
TOTAL	$55,000	$285,000	$560,000	$2,050,000	$0	$2,950,000

City of Loma Linda
Capital Improvement Program
GENERAL BULDINGS
Project Descriptions

	Project	Description	Potential Funding	Cost
2024 - 2025				
1	City Yard	EV Charging station	General Facililty Fund	$20,000
2	City Hall	Replace LED lighting	General Fund	$5,000
3	City Hall	Facility Improvement	General Fund	$10,000
4	Library	Facility Improvement	General Fund	$20,000
	Total			**$55,000**
2025 - 2026				
1	City Yard	EV Charging station	General Facililty Fund	$20,000
2	City Hall	Replace LED lighting	General Fund	$5,000
3	City Hall	Facility Improvement	General Fund	$50,000
4	Library	Facility Improvement	General Fund	$10,000
5	City Yard	Design new building	General Facililty Fund	$200,000
	Total			**$285,000**
2026 - 2027				
3	City Hall	Facility Improvement	General Fund	$50,000
4	Library	Facility Improvement	General Fund	$10,000
5	City Yard	New Building	General Facililty Fund	$500,000
	Total			**$560,000**
2027 - 2028				
3	City Hall	Facility Improvement	General Fund	$10,000
4	Library	Facility Improvement	General Fund	$25,000
4	City Yard	New Building	General Facililty Fund	$2,000,000
5	City Hall	ADA Modifications	General Fund	$15,000
	Total			**$2,050,000**
2028 - 2029				
	None			**$0**

*TBD - To Be Determined

City of Loma Linda
Capital Improvement Program
PARKS
Project Summary

PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1. Various locations - Tree planting	$20,000	$20,000	$40,000	$40,000	$40,000	$160,000
2. Various locaitions - Art in public place	$50,000	$50,000	$10,000	$10,000	$0	$120,000
3. Lenord Bailey Park, Install pickle ball court	$200,000	$0	$0	$0	$0	$200,000
4. Various locations -Site Improvements	$0	$40,000	$40,000	$50,000	$50,000	$180,000
TOTAL	$270,000	$110,000	$90,000	$100,000	$90,000	$660,000

City of Loma Linda
Capital Improvement Program
PARKS
Project Descriptions

	Project	Description	Potential Funding	Cost
2024 - 2025				
1	Various Locations	Tree Planting	Park Development Fund	$20,000
2	Various Locations	Art in public place	Art in public place Fund	$50,000
3	Lenord Bailey Park	Install pickle ball courts	Park Development Fund	$200,000
	Total			**$270,000**
2025 - 2026				
1	Various Locations	Tree Planting	Park Development Fund	$20,000
2	Various Locations	Art in public place	Art in public place Fund	$50,000
4	Various Locations	Site Improvements	Park Development Fund	$40,000
	Total			**$110,000**
2026 - 2027				
1	Various Locations	Tree Planting	Park Development Fund	$40,000
3	Various Locations	Art in public place	Art in public place	$10,000
4	Various Locations	Site Improvements	Park Development Fund	$40,000
	Total			**$90,000**
2027 - 2028				
1	Various Locations	Tree Planting	Park Development Fund	$40,000
3	Various Locations	Art in public place	Art in public place	$10,000
4	Various Parks	Site Improvements	Park Development Fund	$50,000
	Total			**$100,000**
2028 - 2029				
1	Various Locations	Tree Planting	Park Development Fund	$40,000
5	Various Locations	Site Improvements	Park Development Fund	$50,000
	Total			**$90,000**

City of Loma Linda
Capital Improvement Program

SEWER

Project Summary

PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1. Install sewer pump station at the end of Juanita St.	$150,000	$0	$0	$0	$0	$150,000
2. Sewer master plan	$400,000	$0	$0	$0	$0	$400,000
3. Campus St. - Jack and bore steel pipe casing at UPRR	$0	$300,000	$0	$0	$0	$300,000
4. Lilac St. - Pipe bursting from 8" to 12" sewerline	$0	$0	$250,000	$0	$0	$250,000
TOTAL	$550,000	$300,000	$250,000	$0	$0	$1,100,000

City of Loma Linda
Capital Improvement Program
SEWER
Project Descriptions

	Project	Description	Potential Funding	Cost
2024 - 2025				
1	Juanita St.	Install sewer pump Station	Sewer Capital Funds	$150,000
2	Sewer master plan	Prepare sewer master plan	Sewer Capital Funds, Sewer Fund	$400,000
	Total			**$550,000**
2025 - 2026				
3	Campus St.	Jack and bore steel pipe casing under the railroad track for future sewer pipe	Sewer Capital Funds	$300,000
	Total			**$300,000**
2026 - 2027				
4	Lilac St.	Pipe Bursting from 8" to 12" Sewerline	Sewer Capital Fund	$250,000
	Total			**$250,000**
2027 - 2028				
	None			**$0**
2028 - 2029				
	None			**$0**

City of Loma Linda

Capital Improvement Program

STORM DRAINS

Project Summary

	PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1.	Richardson St. - Install concrete V ditch from Redlands Blvd. to I-10 FWY	$50,000	$0	$0	$0	$0	$50,000
2.	Daisy and Iris Ave. - Install 24" storm drain pipe	$0	$150,000				
3.	Barton Road - New Jersey St. to California St.	$0	$0	$8,000,000	$0	$0	$8,000,000
4.	Benton St. - Extend existing S.D. pipe from Barton to Lawton	$0	$0	$500,000	$0	$0	$500,000
5.	Replace dirt channel between Benton St. and Anderson St.	$0	$0	$0	$600,000	$0	$600,000
6.	New Jersey St. - Orange Ave. to Citrus Ave.	$0	$0	$0	$0	$1,000,000	$1,000,000
7.	Van Leuvan St. Storm Drain- Railroad to Orange Grove St.	$0	$0	$0	$0	$500,000	$500,000
	TOTAL	$50,000	$150,000	$8,500,000	$600,000	$1,500,000	$10,800,000

City of Loma Linda
Capital Improvement Program
STORM DRAIN
Project Descriptions

	Project	Description	Potential Funding	Cost
2024- 2025				
1	Richardson St.	Install concrete V ditch from Redlands Blvd. to I-10 FWY.	Storm Drain Capital Fund	$50,000
	Total			**$50,000**
2025 - 2026				
2	Daisy and Iris Ave.	Install 24" storm drain pipe	Storm Drain Capital Fund	$150,000
	Total			**$150,000**
2026 - 2027				
3	Barton Road	Install Storm Drain from New Jersey St. to California St.	Storm Drain Capital Fund	$8,000,000
4	Benton St.	Extend existing storm drain pipe from Barton Rd. to Lawton Ave.	Storm Drain Capital Fund	$500,000
	Total			**$8,500,000**
2027 - 2028				
4	North Side of Drayson Center	Benton St. to Anderson St. Replace Dirt Channel	Storm Drain Capital Fund	$600,000
	Total			**$600,000**
2028 - 2029				
5	New Jersey St.	Orange Ave to Citrus Ave	Storm Drain Capital Fund	$1,000,000
6	Van Leuvan St.	Install Storm Drain from Railroad to Orange Grove St.	Storm Drain Capital Fund	$500,000
	Total			**$1,500,000**

City of Loma Linda

Capital Improvement Program

STREETS/ STREET LIGHTS

Project Summary

PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1. ADA ramps / Sidewalk replacement at various locations	$231,100	$50,000	$50,000	$50,000	$50,000	$431,100
2. Pavement rehab. By grind and overlay method	$1,173,000	$1,200,000	$1,200,000	$1,200,000	$1,200,000	$5,973,000
3. Pavement rehabilitation by Slurry Seal method	$165,000	$150,000	$150,000	$150,000	$150,000	$765,000
4. California St. widening phase 3	$820,000	$0	$0	$0	$0	$820,000
5. Mission Rd. widening	$20,000	$200,000	$0	$0	$0	$220,000
6. Solar steet light at various locations	$20,000	$0	$0	$0	$0	$20,000
7. Striping at various locations	$0	$30,000	$30,000	$30,000	$30,000	$120,000
8. Van Leuven St. extension from Orange Grove St. to Caroline St.	$0	$0	$0	$0	$1,400,000	$1,400,000
TOTAL	$2,429,100	$1,630,000	$1,430,000	$1,430,000	$2,830,000	$9,749,100

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

	Project	Description	Potential Funding	Cost
2024 - 2025				
1	Various Locations	Replace ADA ramps and sidewalk	CDBG $131,000, Measure I $50,000 TDA$50,100	$231,100
2	Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA $645,000, Measure I $527,800	$1,173,000
3	Various Locations	Pavement rehabilitation by slurry seal method	Measure I $165,000	$165,000
4	California St.	Street widening from Barton Rd. to Mission Rd.	MSART $501,840, Traffic Mitigation $318,160	$820,000
5	Mission Road	Design of street widening	Bond Proceed	$20,000
6	Various Locations	Solar street light	General Fund	$20,000
	Total			**$2,429,100**
2025 - 2026				
1	Various Locations	Replace ADA ramps and sidewalk	Mearsure I	$50,000
2	Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA $600,000, Measure I $600,000	$1,200,000
3	Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed $100,000 Measure I $50,000	$150,000
5	Mission Road	Design of street widening	Bond Proceed	$200,000
7	Striping at Various Locations	Striping	Mearsure I	$30,000
	Total			**$1,630,000**
2026 - 2027				
1	Various Locations	Replace ADA ramps and sidewalk	Measure I	$50,000
2	Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA $600,000, Measure I $600,000	$1,200,000
3	Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed $100,000 Measure I $50,000	$150,000
7	Striping at Various Locations	Striping	Mearsure I	$30,000

* To Be Determined

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

	Project	Description	Potential Funding	Cost
	Total			**$1,430,000**
2027 - 2028				
1	Various Locations	Replace ADA ramps and sidewalk	Measure I	$50,000
2	Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA $600,000, Measure I $600,000	$1,200,000
3	Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed $100,000 Measure I $50,000	$150,000
7	Striping at Various Locations	Striping	Mearsure I	$30,000
	Total			**$1,430,000**
2028 - 2029				
1	Various Locations	Replace ADA ramps and sidewalk	Measure I	$50,000
2	Various Locations	Pavement rehabilitation by Grind and overlay method.	RMRA $600,000, Measure I $600,000	$1,200,000
3	Various Locations	Pavement rehabilitation by slurry seal method	Bond Proceed $100,000 Measure I $50,000	$150,000
7	Striping at Various Locations	Striping	Mearsure I	$30,000
8	Van Leuven St.	Extension from Orange Grove St. to Caroline St	TBD	$1,400,000
	Total			**$2,830,000**

* To Be Determined

City of Loma Linda
Capital Improvement Program
WATER
Project Summary

	PROJECT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
1.	Replace water meters	$15,000	$10,000	$10,000	$10,000	$10,000	$55,000
2.	Replace water valves	$330,000	$100,000	$50,000	$50,000	$50,000	$580,000
3.	Upgrade SCADA system	$200,000	$100,000	$100,000	$0	$0	$400,000
4.	Mt. View well No. 3 - Rehabilitation	$100,000	$0	$0	$0	$0	$100,000
5.	Campus St. - replace PRV	$100,000					$100,000
6.	Poplar St - Replace 6" with 8" waterline, Shepardson Dr. to Prospect Ave., Van Leuven St. to Channel, Park Ave. to Redlands Blvd.	$0	$600,000	$0	$0	$0	$600,000
7.	Prospect Ave.- Replace 6" with 8" waterline , Poplar St. to Benton, Benton St. from Prospect Ave. to Barton Rd.	$0	$0	$500,000	$0	$0	$500,000
	TOTAL	$745,000	$810,000	$660,000	$60,000	$60,000	$2,335,000

City of Loma Linda
Capital Improvement Program
WATER
Project Descriptions

	Project	Description	Potential Funding	Cost
2024 - 2025				
1	Various Locations	Replace water meters	Water Acqusition Fund	$15,000
2	Various Locations	Replace water valves	Water Acqusition Fund	$330,000
3	Upgrade SCADA system	Upgrade	Water Acqusition Fund	$200,000
4	Mt. View well No 3	Rehabilitation	Water Enterprise Fund	$100,000
5	Campus Street	Replace presure regulating valve	Water Enterprise Fund	$100,000
	Total			**$745,000**
2025 - 2026				
1	Various Locations	Replace water meters	Water Enterprise Fund	$10,000
2	Various Locations	Replace water valves	Water Acqusition Fund	$100,000
3	Upgrade SCADA system	Upgrade	Water Acqusition Fund	$100,000
6	Poplar St.	Replace waterline, Shepardson Dr. to Prospect Ave.,Van Leuven St. to Channel and Park Ave. to Redlands Blvd.	Water Enterprise $300,000 Water Acqusition Fund $300,000	$600,000
	Total			**$810,000**
2026 - 2027				
1	Various Locations	Replace water meters	Water Enterprise Fund	$10,000
2	Various Locations	Replace water valves	Water Acqusition Fund	$50,000
3	Upgrade SCADA system	Upgrade	Water Acqusition Fund	$100,000
7	Prospect Ave.	Replace waterline, Poplar St. to Benton St., Benton St., from Prospect Ave. to Barton Rd.	Water Enterprise $250,000 Water Acqusition Fund $250,000	$500,000
	Total			**$660,000**

*TBD - To Be Determined

City of Loma Linda
Capital Improvement Program
WATER
Project Descriptions

	Project	Description	Potential Funding	Cost
2027 - 2028				
1	Various Locations	Replace water meters	Water Enterprise Fund	$10,000
2	Various Locations	Replace water valves	Water Acqusition Fund	$50,000
	Total			**$60,000**
2028 - 2029				
1	Various Locations	Replace water meters	Water Enterprise Fund	$10,000
2	Various Locations	Replace water valves	Water Acqusition Fund	$50,000
	Total			**$60,000**

*TBD - To Be Determined

City of Loma Linda

Regular City Council Staff Report

Council Bill #R-2024-18 - A Resolution to Approve the Fiscal Year 2024-2025 Adjusted Appropriations Limit [Finance] (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2E

To	From
City Council	Sonia Fabela, Finance Director

RECOMMENDATION:

It is recommended that the City Council adopt Council Bill #R-2024-18 to amend the City Appropriations (GANN limit) Limit for fiscal year 2024-2025.

BACKGROUND:

In November of 1979, voters approved Proposition 4, an initiative that added Article XIII B to the California Constitution. This constitutional amendment, also known as the *Gann initiative*, placed limits on the growth of expenditures for publicly funded programs. Division 9 of Title 1, beginning with Section 7900 of the Government Code, was then added to laws to establish the process for calculating state and local government appropriations limits and appropriations subject to limitation under Article XIII B of the California Constitution. These constitutional and statutory sections explain and define the appropriations limit and appropriations subject to limitation as they apply to state and local government and require that each entity of government formally "adopt" its appropriations limit for a given fiscal year. The amount is adjusted each year for inflation and population changes indicated on a letter certified by the California Department of Finance (DOF) by June 1st of each year.

ANALYSIS:

The April 2024 California DOF letter containing the “Price Factor and Population Information” was posted on their website. Each local jurisdiction can use their local percentage change in population factor or the County population change for January 1, 2024, whichever is greater, in conjunction with a change in cost of living - price factor (per capita personal income change) to calculate their fiscal year 2024-2025 appropriations limit. The California per capita cost of living change is calculated based on historical data and changed by 3.62%. The State DOF estimates the City of Loma Linda’s population to have changed by -0.02% and the San Bernardino County’s population changed by 0.42%. As the change in San Bernardino County population is greater than the population change in the City of Loma Linda, it is recommended to be used as the population factor for the fiscal year 2024-2025 appropriations limit calculation.

These changes yielded a $2,551,986 increase to the appropriations limit, which will be revised to $65,483,185, for fiscal year 2024-2025. The difference between the revised appropriations limit of $65,483,185 and the proceeds of taxes subject to the appropriations limit of $14,129,138 as set forth in the Fiscal Year 2024-2025 Proposed Budget is $51,354,047. Therefore, the City is $51,354,047 under its appropriation or “Gann” limit.

ENVIRONMENTAL IMPACT:

None.

FINANCIAL IMPACT:

None. Approval of the resolution however establishes a legal limit on the amount of tax proceeds that can be appropriated in Fiscal Year 2024-25.

Attachments

Council Bill R-2024-18 AppropriationsLimit 2024-2025.pdf

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA ADOPTING AN AMENDED CITY APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-2025 IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE.

WHEREAS, Article XIII B of the Constitution of the State of California as proposed by the Initiative Measure approved by the people at the special statewide election held on November 6, 1979 and amended in June 1990 by the people of the State of California (Proposition 111), provides that the total annual appropriations subject to limitations of each local government shall not exceed the appropriations limit of such entity for the prior year adjusted for changes in the cost of living and population except as otherwise specifically provided for in said Article; and

WHEREAS, the State Legislature added Division 9 (commencing with Section 7900) to Title 1 of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS, Proposition 111 as approved by the voters of the State of California, requires a recorded vote of the City Council regarding which of the annual adjustment factors have been selected each year; and

WHEREAS, Section 7902(a) of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction for the 2024-2025 Fiscal Year; and

WHEREAS, the City Council of the City of Loma Linda wishes to revise the appropriations limit for fiscal year 2024-2025 for the City of Loma Linda, California;

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

SECTION 1. That it is hereby found and determined that the documentation used in the determination of the appropriations limit for the City of Loma Linda for Fiscal Year 2024-2025 was available to the public in the Finance Department of said City at least fifteen days prior to this date.

SECTION 2. That the growth in California per capita income and the County of San Bernardino's population change have been selected for Fiscal Year 2024-2025.

SECTION 3. That the City of Loma Linda reserves the right to change or revise any growth factors associated with the calculation of the Proposition 111 limit if such changes or revisions would result in a more advantageous appropriations limit including non-residential assessed valuation data not currently available.

SECTION 4. That the appropriations limit for the City of Loma Linda as amended in accordance with Section 7902(a) of the California Government Code is $65,483,185, as set forth in "Exhibit A" included herewith.

PASSED, APPROVED AND ADOPTED this 9th day of July, 2024 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

_____
Phill Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

EXHIBIT "A"
GANN APPROPRIATIONS LIMIT - FISCAL YEAR 2024-2025

Article XIIIB of the California State Constitution, commonly referred to as the Gann Initiative or Gann Appropriations Limit, was adopted by California voters in 1979 and placed limits on the amount of proceeds of taxes that state and local governmental agencies can appropriate and spend each year.

The limit is different for each agency and changes each year. Each year's limit is based on the amount of tax proceeds that were authorized to be spent in the base Fiscal Year 1978-79 in each agency, modified for changes in inflation and population in each subsequent year. Inflationary adjustments are, by law, based on increases in the California per capita income or the increase in non-residential assessed valuation due to new construction. Population adjustments are based on city population growth or county population growth. The annual adjustment factors used in making this calculation are the cost of living adjustment - CPI based on the percentage change in California per capita income and the population adjustment based on the annual population change for the County of San Bernardino.

As established by the following calculations, the City of Loma Linda's appropriations limit for Fiscal Year 2024-2025 is $65,483,185. The difference between the appropriations limit of $65,483,185 and the proceeds of taxes subject to the appropriations limit of $14,129,138 as set forth in the Fiscal Year 2024-2025 Proposed Budget is $51,354,047. Therefore, the City is $51,354,047 under its appropriation or "Gann" limit.

Fiscal Year 2023-2024 Appropriation Limit			$62,931,199
A.	Cost of living adjustment (based on change in CA per capita income)	1.0362	
B.	Population adjustment (based on the County's population change)	1.0042	
Aggregate Change Factor (A x B)		1.040552	
Increase in appropriation limit			$ 2,551,986
Fiscal Year 2024-2025 Appropriation Limit			$65,483,185

DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

Gavin Newsom ▪ Governor
1021 O Street, Suite 3110 ▪ Sacramento CA 95814 ▪ www.dof.ca.gov

April 30, 2024

Dear Fiscal Officer:

Price Factor and Population Information

Appropriations Limit
California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2024, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2024-25. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2024-25 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts
Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification
The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2024**. Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s Richard Gillihan

RICHARD GILLIHAN
Chief Operating Officer

Attachment

May 2024

Attachment A

A. **Price Factor**: Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2024-25 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2024-25	3.62

B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2024-25 appropriation limit.

2024-25:

Per Capita Cost of Living Change = 3.62 percent
Population Change = 0.17 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.62 + 100}{100} = 1.0362$

Population converted to a ratio: $\frac{0.17 + 100}{100} = 1.0017$

Calculation of factor for FY 2024-25: $1.0362 \times 1.0017 = 1.0379$

Fiscal Year 2024-25

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024 and Total Population, January 1, 2024

County City	Percent Change 23-24	--- Population Minus Exclusions --- 1-1-23	 1-1-24	Total Population 1-1-24
San Bernardino				
Adelanto	-0.80	36,422	36,131	36,131
Apple Valley	-0.24	74,500	74,322	74,322
Barstow	-0.34	24,124	24,043	24,669
Big Bear Lake	0.20	4,948	4,958	4,958
Chino	0.57	88,580	89,088	92,585
Chino Hills	-0.17	76,547	76,414	76,414
Colton	-0.12	52,841	52,778	52,778
Fontana	0.68	212,772	214,223	214,223
Grand Terrace	-0.17	12,793	12,771	12,771
Hesperia	0.75	99,338	100,087	100,087
Highland	0.12	55,612	55,676	55,676
Loma Linda	-0.02	24,923	24,919	24,965
Montclair	-0.09	37,246	37,211	37,211
Needles	-0.23	4,780	4,769	4,769
Ontario	0.93	179,555	181,224	181,224
Rancho Cucamonga	0.56	172,344	173,316	173,316
Redlands	1.28	71,776	72,696	72,696
Rialto	0.71	102,367	103,097	103,097
San Bernardino	0.39	224,316	225,188	226,541
Twentynine Palms	-1.12	15,397	15,224	25,346
Upland	0.56	77,849	78,285	78,285
Victorville	0.96	132,537	133,805	138,202
Yucaipa	0.33	53,635	53,810	53,810
Yucca Valley	0.40	21,509	21,594	21,594
Unincorporated	0.02	286,864	286,926	295,763
County Total	0.42	2,143,575	2,152,555	2,181,433

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

City of Loma Linda

Regular City Council Staff Report

Investment Policy (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2F
To	**From**
City Council	Sonia Fabela, Finance Director

RECOMMENDATION:

It is recommended that the City Council approve the Investment Policy for Fiscal Year 2024-2025.

Attachments

Investment Policy 2024-2025.pdf

Section 1434
INVESTMENT POLICY

PURPOSE

This statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash, and outline the policies for maximizing the efficiency of the City's cash management system. The ultimate goal is to enhance the economic status of the City while protecting its pooled cash.

OBJECTIVE

The City's cash management system is designed to accurately monitor and forecast expenditures and revenues, to achieve a reasonable rate of return on public funds investments, while minimizing the potential for capital losses due to market changes or issuer defaults

The three main objectives used to determine placement of investments are safety, liquidity and yield, in accordance with Section 53600.5 of the California Government Code.

- **Safety** is the primary objective of the City's investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio by limiting investment to the safest types of securities, and take steps to reduce market value interest rate risks.
- **Liquidity** in the investment portfolio shall be maintained to meet all operating requirements that may be reasonably anticipated. Portfolios will be structured so that securities mature concurrent with cash needs to meet anticipated demands.
- **Yield** (the average annual return on an investment based on the interest rate, price, and length of time to maturity) is the City's third objective. The portfolio shall be designed with the objective of attaining a market rate of return by taking into account the investment risk constraints and liquidity needs of the City. Core investments will be limited to relatively low risk securities in anticipation of earning a reasonable return relative to the risk being assumed.

DELEGATION OF AUTHORITY

Authority to manage the investment portfolio is granted to the City Treasurer for a one-year period, subject to review. Delegation by the City Council may be renewed pursuant to this section each year. Responsibilities under this authority shall be carried out according to procedures and internal controls consistent with this plan.

PRUDENCE

The standard to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio with judgment and care, under circumstances then prevailing. The investment officer acting in accordance with written procedures and this investment policy and exercising due diligence in investment management shall be relieved of personal responsibility for an individual security's credit risk or market value changes, provided deviation from expectations are reported in a timely fashion.

Investment officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

INVESTMENT INSTRUMENTS

Individual placement of investments with financial institutions shall be made under the guidelines provided herein and in accordance with Section 53601 et. Seq. of the California Government Code and the

performance of such placements shall be continually monitored to ensure the best interest of the City of Loma Linda.

The City of Loma Linda may make investments in the following instruments:

- **Local Agency Investment Fund (LAIF):** A money market fund that allows local agencies to pool their investment resources. Current policies of LAIF set minimum and maximum amounts of monies that may be invested as well as maximum numbers of transactions that are allowed per month.

- **Certificate of Deposit:** Time Certificates of Deposit will be made only in accounts insured pursuant to Federal laws. For deposits in excess of the insured maximum of $100,000, approved collateral shall be required in accordance with California Government Code Section 53652. Purchase of Time Certificates of Deposit, are restricted to a maximum of (0%-25%) of the City's surplus funds and a maximum maturity of one year.

- **Securities of the U.S. Government or its Agencies:** Federal Agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

- **Treasury Bills and Notes:** U.S. Treasury Bills, Notes, Bonds or Certificates or Indebtedness, or those for which the full faith and credit of the United States is pledged for the payment of principal and interest.

DIVERSIFICATION AND MATURITY

In order to prevent unreasonable and avoidable risk, the investment portfolio shall be diversified among security types, issuers and maturities. The investment policy further limits the percentage of holdings with any one issuer, except for investment in U.S. Treasury Securities, Federal Agency Securities, and LAIF.

Investment policy maturity limitations are set at (five years) without City Council approval.

REPORTING AND CREDIT RATE CHANGES

A monthly report of investment transactions shall be submitted by the Finance Director on a monthly basis. The report shall include all investments and monies held by the City and/or under the management of any outside party. The report shall also include a list of security transactions, type of investments, issuer, date of maturity, par and dollar amount invested, current market value and current credit rating on all securities.

The Finance Director shall notify the City Manager and City Council in the event a security, subject to a rating change and held by the City, falls below the minimum credit rating specified in this Policy. The course of action followed will be decided on a case-by-case basis, considering such factors as the reason for the rate drop, prognosis for recovery or further rate drops, and the market price of the security.

SAFEKEEPING

All cash and securities in the City of Loma Linda's portfolio, shall be held in safekeeping in the name of the City by a third party bank trust department, acting as agent under the terms of a custody agreement executed by the bank and the City.

All securities will be received and delivered using standard delivery versus payment (DVP) procedures. The City's safekeeping agent will only release payment for a security after the security has been properly delivered.

City of Loma Linda

Regular City Council Staff Report

Citizen Option for Public Safety (COPS) Grant Expenditure Plan (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2G
To	**From**
City Council	Sonia Fabela, Finance Director

RECOMMENDATION:

It is recommended that the City Council approve the City's expenditure plan for FY 2024-2025 Supplemental Law Enforcement Services Funds (also known as the "COPS - Citizen Option for Public Safety - Grant") as discussed below and included in the Proposed FY 2024-2025 City Budget.

BACKGROUND:

Although the funds and expenditures have been included as part of the FY 2024-2025 Proposed City Budget, the County's Law Enforcement Oversight Committee (the entity responsible for administering the funds for the State) requires that the Council approve the expenditure plan for the COPS grant as a separate item from the City budget. Pages from the proposed FY 2024-2025 City Budget reflecting this expenditure plan are attached.

The estimated use of COPS funding by the City for FY 2024-2025 is $233,400. As the City has done in previous years, the COPS funds will be used to pay for the Sheriff's Service Specialist (SSS) position. Additionally, the grant will be used to pay for activities and supplies overseen by the SSS position such as the Kidzwatch program for three schools, the annual Explorer's Law Enforcement Competition, and the Red Ribbon "Say NO to drugs" campaign. The grant also pays for the uniforms, installation event for the Citizens Patrol, and annual fee for the 26 License Plate Reader cameras at various locations.

ANALYSIS:

N/A

ENVIRONMENTAL IMPACT:

None.

FINANCIAL IMPACT:

As required by State regulations related to the grant, COPS grant revenue is budgeted and accounted for in a fund separate than the General Fund. Grant funds are then used to reimburse the General Fund for approved expenses incurred as discussed above.

Attachments

Agenda Report COPS grant-Attachment 24-25.pdf

COPS Grant Fund

T. Jarb Thaipejr
City Manager/Public Works Director

Legislation enactment of Assembly Bill No. 3229, Citizen's Option for Public Safety (COPS). Cities are provided funds to supplement existing services in the area of front-line law enforcement, including anti-gang and community crime prevention programs.

Revenues by Source - COPS Grant Fund

Name	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Revenue Source					
USE OF MONEY& PROP	-$3,439	$8,967	$19,100	$6,000	-68.6%
INTERGOVERNMENTAL	$104,848	$142,094	$252,900	$186,200	-26.4%
Total Revenue Source:	$101,408	$151,060	$272,000	$192,200	-29.3%

Department Goals

For the Fiscal Year 2024-2025, the goals for the COPS Grant Fund are:

1. To assist the General Fund with the costs associated with the Sheriff's Service Specialist position.
2. To assist the General Fund with the costs of running the Kidzwatch program at three schools within the city limits.
3. To assist the General Fund with the contribution to fund part of the cost of the Explorer's Law Enforcement Competitions.
4. To assist the General Fund with the costs to promote the "Say NO to drugs" Campaign during Red Ribbon week at two public schools within City Limits.
5. To assist the General Fund with the uniform costs, installation event for the Citizens on Patrol, and annual fees for the 26 Flock license plate readers.

Budgeted Expenditures by Expense Type - COPS Grant Fund

Name	ERP Code	FY2022 Actual	FY2023 Actual	FY2024 Adjusted	FY2025 Proposed	% Change
Expense Objects						
MAINT & OPERATIONS						
COMMUNICATIONS - TELEPHONE	1355430-51110	$0	$0	$0	$4,800	N/A
REPAIRS & MAINT - CAPITAL FAC	1355430-51300	$0	$0	$1,600	$1,500	-6.2%
UNIFORMS	1355430-51610	$0	$0	$400	$1,000	150%
SMALL EQUIPMENT & TOOLS	1355430-51670	$2,261	$0	$0	$0	0%
CONTRACTUAL AGREEMENTS	1355430-51830	$0	$48,450	$75,700	$72,800	-3.8%
MATERIALS & OTHER SERVICES	1355430-51870	$500	$3,210	$7,000	$6,500	-7.1%
Total MAINT & OPERATIONS:		$2,761	$51,660	$84,700	$86,600	2.2%
OPERATING TRANSF OUT						
TRANSFERS OUT	1355430-51890	$103,902	$102,149	$138,200	$146,800	6.2%
Total OPERATING TRANSF OUT:		$103,902	$102,149	$138,200	$146,800	6.2%
CAPITAL OUTLAY						
MACHINERY & EQUIPMENT	1355430-58220	$0	$0	$55,000	$0	-100%
Total CAPITAL OUTLAY:		$0	$0	$55,000	$0	-100%
Total Expense Objects:		$106,663	$153,809	$277,900	$233,400	-16%

Budget Justification

GRANT FUNDS
C.O.P.S.
1355430

TITLE/ACCOUNT NUMBER	AMOUNT
52 - MAINT & OPERATIONS	
51110 - COMMUNICATIONS - TELEPHONE	
Security camera sim card services (9)	4,800
51110 - COMMUNICATIONS - TELEPHONE Total	**4,800**
51610 - UNIFORMS	
Uniforms for citizen's patrol	1,000
51610 - UNIFORMS Total	**1,000**
51830 - CONTRACTUAL AGREEMENTS	
Annual license fee for 26 License Plate Readers	72,800
51830 - CONTRACTUAL AGREEMENTS Total	**72,800**
51870 - MATERIALS & OTHER SERVICES	
Explorer's (ages 14-20) Law Enforcement Competitions	2,000
Kidzwatch program activities and supplies for three schools	3,000
Volunteer Citizen on Patrol installation dinner	500
Red Ribbon - Say NO to Drugs campaign supplies for three schools	1,000
51870 - MATERIALS & OTHER SERVICES Total	**6,500**
51300 - REPAIRS & MAINT - CAPITAL FAC	
License plate reader camera repairs	1,500
51300 - REPAIRS & MAINT - CAPITAL FAC Total	**1,500**
51890 - TRANSFERS OUT	
COPS funding to supplement 1.4 Sheriff Service Specialist positions costs to the General Fund	146,800
51890 - TRANSFERS OUT Total	**146,800**
52 - MAINT & OPERATIONS Total	**233,400**
Grand Total	**$ 233,400**

City of Loma Linda

Regular City Council Staff Report

Council Bill #R-2024-20 - Adopt Resolution to approve the Wildland Fire Protection Contract #3CA06941 between the California Department of Forestry and Fire Protection (CAL FIRE) and the City of Loma Linda for $107,254.21 for Fiscal Year 2024-2025 and authorize the Mayor or Mayor pro tempore to sign the contract pursuant to Government Code 40601 (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2H

To	From
City Council	Dan Harker, Fire Chief

Via
Nataly Alvizar, Executive Aide

RECOMMENDATION

It is recommended that the City Council adopt Council Bill # R-2024-20 approving the Wildland Fire Protection Contract with the California Department of Forestry and Fire Protection (CAL FIRE) for Fiscal Year 2024-25

BACKGROUND

The City of Loma Linda contracts annually with the California Department of Forestry and Fire Protection (CAL FIRE) for wildland fire protection in the Local Responsibility Area (LRA) in the southern part of the City.

ANALYSIS

The City of Loma Linda has the responsibility for protection of life, property and wildland areas comprising approximately 2,247 acres of land in the southern part of the City often referred to as the “South Hills”.

The State of California, who has responsibility for property adjacent to the City area, provides wildland fire protection through contract for defined areas. For the area under local responsibility, CAL FIRE will provide wildland fire protection at the same level of service it provides to the adjacent State Responsibility Area (SRA). These services expand the services provided by the Loma Linda Fire Department.

FINANCIAL IMPACT

The amount for this agreement is $107,254.21. This amount has been budgeted for Fiscal Year 2024-25.

Attachments

CALFIRE Contract no. # 3CA06941 ATTACHMENT A.pdf

Council Bill # R-2024-20 ATTACHMENT B.pdf

ATTACHMENT - A

STATE OF CALIFORNIA

COOPERATIVE FIRE PROGRAMS
LOCAL RESPONSIBILITY AREA WILDLAND PROTECTION
REIMBURSEMENT AGREEMENT
LG-W REV 1/2024

AGREEMENT NUMBER	3CA06941
REGISTRATION NUMBER:	

1. This Agreement is entered into between the State Agency and the Local Agency named below:

STATE AGENCY'S NAME
California Department of Forestry and Fire Protection – (CAL FIRE)

LOCAL AGENCY'S NAME
City of Loma Linda

2. The term of this Agreement is: July 1, 2024 through June 30, 2025

3. The maximum amount of this Agreement is: $ 107,254.21
One Hundred Seven Thousand, Two Hundred Fifty Four Dollars, and Twenty One Cents.

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work – Includes page 2 (contact page) in count for Exhibit A	2	pages
Exhibit B – Budget Detail and Payment Provisions	2	pages
Exhibit C* – General Terms and Conditions; DGS GTC Version: 04/2017	0	pages
Exhibit D – Special Terms and Conditions (Attached hereto as part of this Agreement)	1	pages
Exhibit E – Additional Provisions	5	pages

*Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this Agreement as if attached hereto.
General Terms and Conditions can be viewed at: http://www.dgs.ca.gov/ols

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

LOCAL AGENCY

LOCAL AGENCY'S NAME
City of Loma Linda

BY *(Authorized Signature)* | DATE SIGNED *(Do not type)*

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS
25541 Barton Rd. Loma Linda, CA 92354

STATE OF CALIFORNIA

AGENCY NAME
California Department of Forestry and Fire Protection

BY *(Authorized Signature)* | DATE SIGNED *(Do not type)*

PRINTED NAME AND TITLE OF PERSON SIGNING
Nathan Barcklay, Assistant Deputy Director, Cooperative Fire

ADDRESS P.O. Box 944246, Sacramento, CA 94244-2460

California Department of General Services Use Only

EXHIBIT A

COOPERATIVE FIRE PROGRAMS

AGREEMENT FOR PROTECTION OF WILDLANDS WITHIN LOCAL AGENCY RESPONSIBILITY AREA

1. The project representatives during the term of this Agreement will be:

CAL FIRE Unit Chief:		Local Agency:	City of Loma Linda
Name:	Shane Littlefield	Name:	Dan Harker
Phone:	(909) 881-6900	Phone:	(909) 799-4404
Fax:	(909) 881-6969	Fax:	(909) 799-2891

All required correspondence shall be sent through U.S. Postal Service by certified mail and directed to:

CAL FIRE Unit Chief:	Shane Littlefield	Local Agency:	City of Loma Linda
Section/Unit:	San Bernardino	Section/Unit:	
Attention:	Alison Hesterly	Attention:	Dan Harker
Address:	3800 N. Sierra Way San Bernardino, CA 92405	Address:	25541 Barton Rd. Loma Linda, CA 92354
Phone:	(909) 881-6900	Phone:	(909) 799-4404
Fax:	(909) 881-6969	Fax:	(909) 799-2891

Send an additional copy of all correspondence to:

CAL FIRE
Cooperative Fire Services
P.O. Box 944246
Sacramento, CA 94244-2460

2. AUTHORIZATION

This Agreement is entered into this 1st day of July, 2024, by and between the State of California, hereinafter called STATE and City of Loma Linda, County of San Bernardino, State of California, hereinafter called Local Agency through its duly authorized officers. As used herein, Director shall mean Director of the California Department of Forestry and Fire Protection (CAL FIRE). Where the standard clauses for example in Exhibit C, use the word "Contractor" that word shall mean LOCAL AGENCY as LOCAL AGENCY is used in this Agreement.

Section 4142 of the Public Resources Code provides that the Director may enter into cooperative Agreements with local jurisdictions for the purpose of providing wildland fire protection.

3. SCOPE OF WORK

LOCAL AGENCY has the responsibility for protection of life, property, and wildland areas comprising 2247 acres of land as indicated on the map included under Exhibit E and desires to contract with the STATE to provide wildland fire protection to said area.

STATE has the ability to provide wildland fire protection for said area, of the type and degree, which it now provides on adjacent State Responsibility Areas.

4. SERVICES BY STATE

A. STATE shall provide wildland fire protection for the areas defined in the above section.

B. For those areas, which are adjacent to State Responsibility Area, STATE will provide wildland fire protection at the same level of service it now provides on adjacent State Responsibility Area.

C. For those areas (islands), which are not adjacent to State Responsibility Area, the wildland fire protection provided by the STATE will be limited to those resources identified in the preplanned wildland response for the respective area. Any resources beyond those specified in the preplanned wildland response are assistance by hire and the financial responsibility of the LOCAL AGENCY.

5. ADMINISTRATION

A. LOCAL AGENCY agrees that STATE may dispatch fire protection resources available under this Agreement to other areas of the state when needed at the sole discretion of STATE.

B. STATE response will be subject to availability of resources.

C. Incident Management within the contract area shall conform to current Incident Command System criteria for Unified Command.

D. STATE and LOCAL AGENCY shall, through established dispatch procedures, immediately notify each other of any fire incident within the contract area.

6. MUTUAL AID

LOCAL AGENCY shall provide mutual aid response into the contract area for wildfires. Structural fire protection remains the jurisdictional and financial responsibility of LOCAL AGENCY.

7. ENTIRE AGREEMENT

This Agreement contains the whole Agreement between the parties. It cancels and supersedes any previous Agreement for the same or similar services.

EXHIBIT B

BUDGET DETAIL, INVOICING, PAYMENT AND RECONCILIATION

1. Invoicing and Payment:

A. LOCAL AGENCY shall pay STATE for providing said protection at the rate of $42.58 per acre, plus an 12.10% administrative charge for a total of $107,254.21 upon presentation of an invoice by STATE. The rate per acre and administrative charge will be calculated by STATE prior to January 1, of each year and annually thereafter, for the succeeding fiscal year subject to approval by LOCAL AGENCY. This Agreement shall be amended each fiscal year to reflect new rates.

B. STATE shall provide thirty (30) day written notice to LOCAL AGENCY of the cost per acre and the administrative charge to be assessed for each subsequent fiscal year during the term of this Agreement; LOCAL AGENCY shall have thirty (30) days to approve said rate; if written approval is not received by STATE within said period, STATE's obligations hereunder shall terminate; LOCAL AGENCY shall be liable for all amounts due up to and including the date of such termination.

C. To minimize the need for reconciliation payment is expected in full after the LOCAL AGENCY receives the STATE invoice. Payments made by the LOCAL AGENCY will cover the protection rate per acre and the administrative charge for the protection services rendered by STATE and including any other costs as provided herein, giving credit for all payments made by LOCAL AGENCY and claiming the balance due to STATE, if any, or refunding to LOCAL AGENCY the amount of any overpayment.

2. Budget Contingency Clause

A. If the LOCAL AGENCY's governing authority does not appropriate sufficient funds for the current year or any subsequent years covered under this Agreement, which results in an inability to pay the STATE for the services specified in this Agreement, the LOCAL AGENCY shall promptly notify the STATE and this Agreement will terminate pursuant to the notice periods required herein.

B. If funding for any fiscal year is reduced or deleted by the LOCAL AGENCY for purposes of this program, the LOCAL AGENCY shall promptly notify the STATE, and the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced amount, pursuant to the notice terms herein

C. If the STATE Budget Act does not appropriate sufficient funds to provide the services for the current year or any subsequent years covered under this Agreement, which results in an inability to provide the services specified in this Agreement to the LOCAL AGENCY, the STATE shall promptly notify the LOCAL AGENCY, and this Agreement will terminate pursuant to the notice periods required herein.

D. If funding for any fiscal year is reduced or deleted by the STATE Budget Act for purposes of this program, the STATE shall promptly notify the LOCAL AGENCY, and the LOCAL AGENCY shall have the option to either cancel this Agreement with no liability occurring to the LOCAL AGENCY, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced services, pursuant to the notice terms herein.

E. Notwithstanding the foregoing provisions in paragraphs A and B above, the LOCAL AGENCY shall remain responsible for payment for all services actually rendered by the STATE under this Agreement regardless of LOCAL AGENCY funding being reduced, deleted or not otherwise appropriated for this program. The LOCAL AGENCY shall promptly notify the STATE in writing of any budgetary changes that would impact this Agreement.

F. LOCAL AGENCY and STATE agree that this Budget Contingency Clause shall not relieve or excuse either party from its obligation(s) to provide timely notice as may be required elsewhere in this Agreement.

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

1. **Cancellation**

   Failure of either party to meet any of the terms and conditions of this Agreement, including non-payment of monies due hereunder, shall be cause for the termination of this Agreement; such termination shall become effective upon written receipt of 30 day notice of cancellation.

2. **Audit**

   If the Agreement is over $10,000, the parties shall, in accordance with Government Code Section 10532, be subject to examination and audit of the State Auditor General for a period of three (3) years after final payment under the Agreement. Examination and audit shall be confined to those matters connected with performance of the Agreement including, but not limited to, cost of administering the Agreement The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon Agreement or understanding.

3. **Operating Plan**

   Prior to April 1 of each year, STATE and LOCAL AGENCY shall establish a joint Operating Plan for the contract area, which shall be attached after Exhibit E. If LOCAL AGENCY received its structural fire protection from another local agency, the local agency providing the structural fire protection must be party to the Operating Plan.

4. **Extension of Agreement**

   Unless there is written notice by LOCAL AGENCY to terminate this Agreement STATE shall extend this Agreement for a single one-year period from the original termination date. The cost of services provided by STATE during the extended period shall be based upon the rates published for the fiscal year in which the extended period falls had a new Agreement been entered into.

5. **Modification**

   This Agreement may be amended at any time by written mutual consent of the parties hereto.

6. **Indemnification**

   Each party, to the extent permitted by law, agrees to indemnify and hold harmless the other party, its officers, agents, and employees from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the indemnifying party.

EXHIBIT E

ADDITIONAL PROVISIONS

Attachments

☒ Budget Plan

☒ Topographic Map

☒ Operating Plan

☐ Annual Report

LOCAL RESPONSIBILITY AREA (LRA) WILDLAND PROTECTION REIMBURSEMENT AGREEMENT

Program Cost Account (PCA #) **39001**

THIS IS THE BUDGET PLAN FOR THE LOCAL RESPONSIBILITY AREA (LRA) WILDLAND FIRE PROTECTION REIMBURSEMENT AGREEMENT BETWEEN THE STATE OF CALIFORNIA, DEPARTMENT OF FORESTRY & FIRE PROTECTION (CAL FIRE) AND THE CITY/TOWN OF Loma Linda A LOCAL AGENCY FOR THE 2024/2025 FISCAL YEAR

AGREEMENT COST CALCULATIONS:

Number of Acres 2247

General Fund Reimbursement	$ 18.62	$ 41,839.14
Unit Budget	$ 23.96	$ 53,838.12
Sub-Total		$ 95,677.26
Admin Rate	12.10%	$ 11,576.95
Total Protection Cost		**$ 107,254.21**

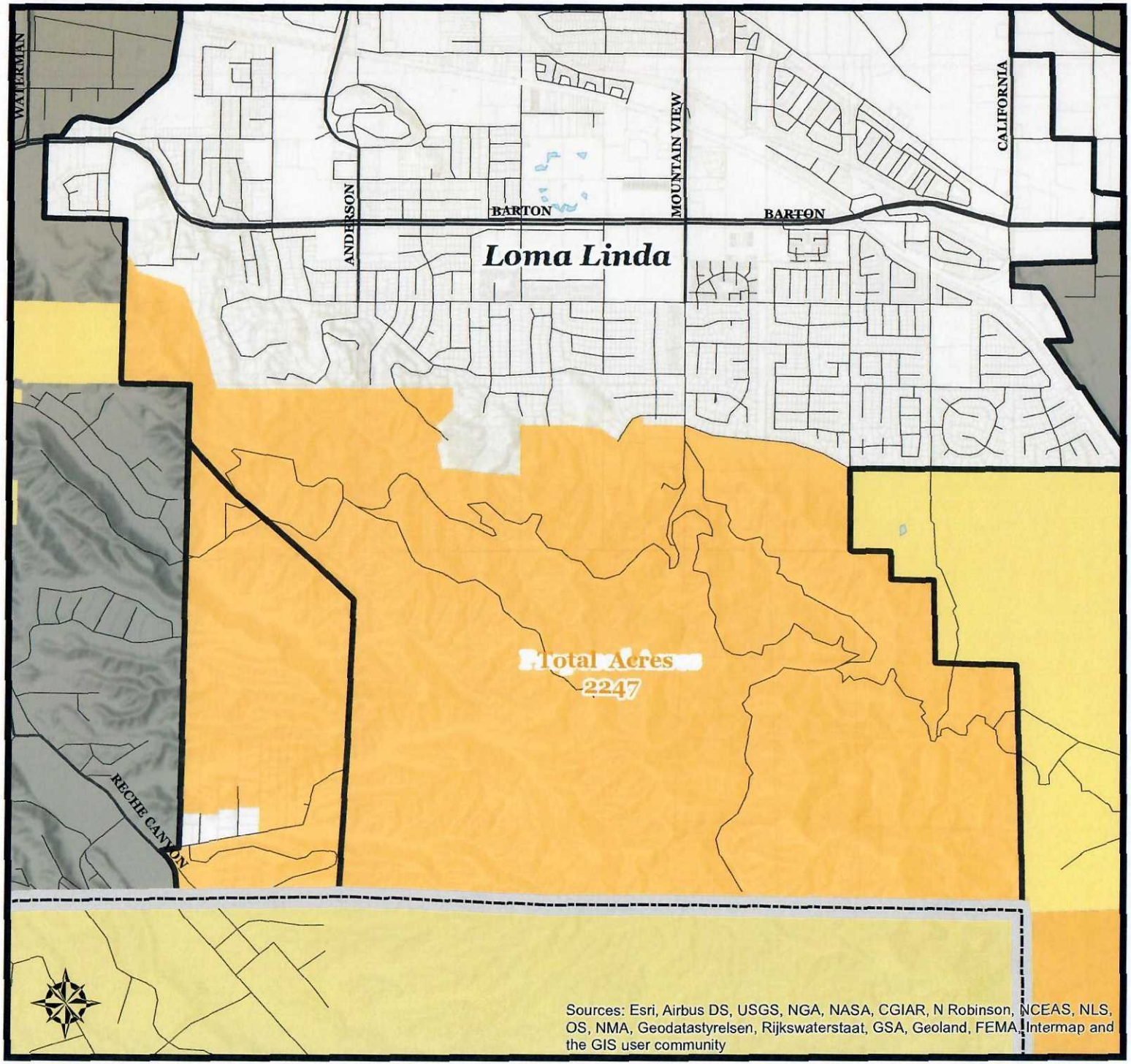
Comments Section:

ATTACHMENT - A

CONTRACT# 3CA06941 P.9

City of Loma Linda

WILDLAND CONTRACT



- Water
- Parcel
- County Line
- City of Loma Linda
- Other Jurisdiction
- Wildland Contract
- State DPA

DPA Version 21_2, Datum: NAD 83, Map Absolute Ratio: 1:31,413, Print Size: Letter

Elizabeth A. Smith
CAL FIRE San Bernardino Unit

Prepared on: July 27, 2021

LOMA LINDA WILDLAND CONTRACT AREA OPERATIONAL PLAN

Between

CALIFORNIA DEPARTMENT OF FORESTRY and FIRE PROTECTION (CAL FIRE), San Bernardino Unit,

And

LOMA LINDA FIRE DEPARTMENT

Purpose

The purpose of this operating plan is to increase and/or enhance the fire ground operations within the California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Loma Linda Wildland Contract area including mutual threat zones. This plan would allow responding agencies to pre-designate the Unified Ordering point, VHF Radio Frequencies, establishment of a Unified Command structure for wildland fires in the contract area.

Area involved:

1. See attached map, Loma Linda Wildland Contract area inclusive of mutual threat zones.

Proposal

The proposal of this plan is to:

1. Wildland fires within the contract area or mutual threat zone:
    a. Regardless of which agency Company Officer is on scene of the incident first, the first arriving Company Officer shall;
        i. Assume command,
        ii. Establish jurisdiction,
        iii. Determine threats with potential,
        iv. Provide a report on conditions,
        v. Formulate and effect a plan of action,
        vi. Prioritize control objectives,
            1. Life, Property and Natural Resources,
        vii. Request additional resources as appropriate,
        viii. Establish the Unified Ordering Point.

2. The Unified Ordering Point shall be the California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Emergency Command Center (BDCC).

3. Regardless of which agency Chief Officer is on scene of the incident first;
    a. The first arriving Chief Officer will transition command from the initial attack incident commander.
    b. Announce and assume command.
    c. Establish an Incident Command Post.

4. Wildland fires will be managed via Unified Command structure affording all agencies with jurisdictional responsibility to establish a common set of objectives and strategies.

5. Common communications shall be established utilizing the Firescope Statewide channel plan with the following VHF frequencies.
   a. Command
      i. Common command frequency assigned by the BDCC
   b. Tactical
      i. Common tactical frequencies assigned by the BDCC
   c. Air to Ground
      i. Common air to ground frequencies assigned by the BDCC
   d. Note: California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Emergency Command Center (BDCC) will make every effort to assign VHF frequencies utilizing the pre-designated frequency chart below.

VHF FREQUENCIES			
BDU L1	151.4450	159.3900	BDU LOCAL 1
CDF C1	151.3550	159.3000	CDF COMMAND 1
CDF C2	151.2650	159.3300	CDF COMMAND 2
CDF C3	151.3400	159.3450	CDF COMMAND 3
CDF T5	151.2500	151.2500	CDF TAC 5
CDF T8	151.3700	151.3700	CDF TAC 8
CDF A/G	151.2200	151.2200	CDF AIR TO GND NET
VFIRE 25	154.2875	154.2875	VFIRE 25
VFIRE 26	154.3025	154.3025	VFIRE 26

6. Wildland fires in jurisdictions outside of the Loma Linda Wildland Contract area that are deemed an immanent threat:
   a. Immediate notification will be made to BDCC. BDCC will in turn notify Loma Linda Fire Department via San Bernardino County Communications Center (XBOC).

7. For wildland fires originating in the Loma Linda Wildland Contract area or mutual threat zone, Cal Fire will dispatch resources based on the Low, Medium or High dispatch levels, as well as by the closest resource concept. Additional resources may be responded based upon initial reports.

RESPONSE LEVELS			
STATE RESOURCES	HIGH	MEDIUM	LOW
Engines	5	4	2
Dozers	1	1	-
Crews	2	2	-
Helicopter	1	1	-
Air Tanker	2	-	-
Air Attack	1	-	-
Battalion Chief	1	1	1

BEFORE THE CITY COUNCIL OF THE
CITY OF LOMA LINDA
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

IN THE MATTER OF:

COUNCIL BILL NO: R-2024-20

APPROVING THE DEPARTMENT OF FORESTRY AND FIRE FOR SERVICES FROM JULY 1, 2024, TO JUNE 30, 2025

BE IT RESOLVED by the City Council of the City of Loma Linda, that said Council does hereby approve the agreement with the California Department of Forestry and Fire Protection (CAL FIRE) dated June 25, 2024. This agreement provides Wildland Services during the State fiscal year FY 2024/2025

BE IT FURTHER RESOLVED that the Mayor of said Council be and hereby is authorized to sign and executes aid agreement on behalf of the City of Loma Linda.

The foregoing resolution was duly **PASSED** and **ADOPTED** by the City Council of the City of Loma Linda at a regular meeting thereof, held on the 25th day of June, 2024, by the following vote:

AYES:

NOES:

ABSENT:

_____
Phillip Dupper, Mayor

~~~~ CERTIFICATION OF RESOLUTION~~~~

ATTEST:

I Lynette Arreola, City Clerk of the City of Loma Linda, do hereby certify that this is true and correct copy of the original.

Resolution No. _____

WITNESS MY HAND OR SEAL OF THE CITY OF LOMA LINDA, on this 25th day of June, 2024.

_____
Lynette Arreola, City Clerk
City of Loma Linda

City of Loma Linda

Regular City Council Staff Report

Loma Linda Fire Department Radio Contract (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2I

To	From
City Council	Nataly Alvizar, Executive Aide

Via
Dan Harker, Fire Chief

RECOMMENDATION:

It is recommended that City Council appropriate funds for Loma Linda Fire Department's 800mHz radio contract directly with San Bernardino County Innovation and Technology Department (ITD) for radio access and repairs beginning July 1, 2024. Annual contract fees at the current rate structure suggest an allocation of $34,000, which will be realized as a cost reduction from the current Confire JPA contract.

BACKGROUND:

Our current contract for radio access and repairs through San Bernardino ITD is paid as part of our contract with Confire JPA. It was decided the Confire agencies would contract with San Bernardino County ITD independent of each agencies' contract with Confire, requiring the request to allocate funds and create a contract with San Bernardino County ITD. San Bernardino County ITD is the sole provider for infrastructure and access to our current 800 MHz radio services. The rate structure did not change from that included in our current contract through Confire.

ANALYSIS:

San Bernardino County ITD is the sole provider of the required 800 mHz radio access for the county. The City of Loma Linda will need to contract and establish an account directly with the county agency. The City of Loma Linda has had a long-standing account with San Bernardino County ITD through our current Confire JPA contract. Confire JPA has chosen to end all contracts with San Bernardino County ITD as agents for each agency so each contracted agency can create independent contracts with San Bernardino County ITD. Confire will no longer serve as agent between the contract agencies and San Bernardino County ITD, reducing each agency's contract amount with Confire.

FINANCIAL IMPACT:

Funding for the agreement has been budgeted for Fiscal Year 2024-25.

Attachments

SB COUNTY RADIO CONTRACT ITD-24005.pdf

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

Contract Number

ITD-24005

SAP Number

N/A

Innovation and Technology Department

Department Contract Representative	Jeremiah Thomas
Telephone Number	(909) 388-0641
Customer	Loma Linda Fire Department (6000-00DG)
Customer Representative	Mike Atchison
Telephone Number	(909) 799-2812
Contract Term	7/1/2024 – 6/30/2029
Original Contract Amount	Based on Actual Usage
Amendment Amount	N/A
Total Contract Amount	Based on Actual Usage
Cost Center	Varies

INFORMATION TECHNOLOGY SERVICE REVENUE CONTRACT

This CONTRACT is entered into in the State of California by and between San Bernardino County, hereinafter called, "County", **and** Loma Linda Fire Department**,** hereinafter called "Customer".

Name
Loma Linda Fire Department

Address
25541 Barton Rd

Loma Linda, CA 92354

Telephone
(909) 799-2812

Federal ID No. or Social Security No.

IT IS HEREBY AGREED AS FOLLOWS*:*

A. CONTRACTED SERVICES (Select all that apply):

☒ **General ITD Services (Attachment A)**
Defined as all services contained in Attachment A "ITD Rate Sheet – External Customers" with exception to Public Safety Communication Services.

☒ **Public Safety Communications Services (Attachment B)**
Defined under Public Safety Communication Services in Attachment B "ITD Rate Sheet – External Customers".

☐ **Wide Area Network (WAN) Services (Attachment C)**
Defined in Attachment C "Wide Area Network Services".

B. PROVISION OF SERVICES

This is the County standard revenue contract to provide information technology services, hereinafter, "Services," to Customer by the County Innovation and Technology Department, hereinafter, "ITD". Customer understands that County may elect to have other vendors provide similar professional services under other contracts.

All Services available under this Contract are listed in full in the Attachments and are detailed by Service name, Service description, rate, and charge measurement as applicable and as identified in the Attachments.

Services are initiated at Customer's request, subject to ITD's acceptance, and consist of the following types of charges, as further set forth in the Attachments:

B.1 Per item; one-time charge as requested.
B.2 Per month; per unit charge ongoing until Customer submits a request to cancel.
B.3 Per hour; per work order, project, or quote.

C. CUSTOMER RESPONSIBILITIES

Customer will:

C.1 Determine the Services needed, including any adjustments to ongoing Services.

C.2 Initiate or cancel any Services via submission of a Help Desk Ticket. Contact County Help Desk by calling: 909-884-4884 or isdhelpdesk@isd.sbcounty.gov (email for non-urgent requests only).

C.3 Promptly inform County, in writing, of any pending changes in programs/funding applicable to Services provided herein.

D. COUNTY RESPONSIBILITIES

County will:

D.1 Provide the Services requested by Customer, subject to ITD's approval, and in accordance with established work schedules and County Board of Supervisor (Board) approved service rates in effect at the time Service is provided.

D.2 Perform the Services in a workmanlike manner, but County assumes no liability for failure to provide or delay in providing Services under this Contract.

D.3 Furnish the necessary equipment and personnel to perform the Services, but County assumes no liability for equipment failure or adverse consequences cause by such failed equipment.

E. GENERAL CONTRACT REQUIREMENTS

E.1 Contract Amendments

Both parties agree that any alterations, variations, modifications, or waivers of the provisions of the Contract, shall be valid only when reduced to writing, executed and attached to the original Contract and approved by the person(s) authorized to do so on behalf of Customer and County.

E.2 Contract Assignability

Without the prior written consent of the County, the Contract is not assignable by Customer either in whole or in part.

E.3 Permits

Customer is responsible for obtaining and paying any costs of all permits, licenses or approvals by any regulatory bodies having jurisdiction over the uses authorized herein, as appropriate.

E.4 Attorney's Fees and Costs

If any legal action is instituted to enforce any party's rights hereunder, each party shall bear its own costs and attorney fees, regardless of who is the prevailing party. This paragraph shall not apply to those costs and attorney fees directly arising from a third-party legal action against a party hereto and payable under Indemnification and Insurance Requirements.

E.5 Change of Address

Customer shall notify the County, in writing, of any change in mailing address within ten (10) business days of the change.

E.6 Choice of Law

This Contract shall be governed by and construed according to the laws of the State of California.

E.7 Confidentiality

To the extent applicable, if Customer is a business that collects the personal information of a consumer(s) in performing Services pursuant to this Contract, Contractor must comply with the provisions of the California Consumer Privacy Act (CCPA). (Cal. Civil Code §§1798.100, et seq.). For purposes of this provision, "business," "consumer," and "personal information" shall have the same meanings as set forth at Civil Code section 1798.140. Customer must contact the County immediately upon receipt of any request by a consumer submitted pursuant to the CCPA that requires any action on the part of the County, including but not limited to, providing a list of disclosures or deleting personal information. Customer must not sell, market or otherwise disclose personal information of a consumer provided by the County unless specifically authorized pursuant to terms of this Contract. Customer must immediately provide to the County any notice provided by a consumer to Customer pursuant to Civil Code section 1798.150(b) alleging a violation of the CCPA, that involves personal information received or maintained pursuant to this Contract. Customer must immediately notify the County if it receives a notice of violation from the California Attorney General pursuant to Civil Code section 1798.155(b).

Customer shall hold as confidential and use reasonable care to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, confidential information that is either: (1) provided by the County to Customer or an agent of Customer or otherwise made available to Customer or Customer's agent in connection with this Contract; or, (2) information and/or data acquired, obtained, or learned by Customer or an agent of Customer regarding this Contract.

For the purposes of this provision and consistent with California Civil Code Section 1798.29, PII, is any information that can be used to distinguish or trace an individual's identity, for example, any combination of name, social security number, date and place of birth, mother's maiden name, or biometric records; and any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information.

E.8 Primary Point of Contact

Customer will designate an individual to serve as the primary point of contact for the Contract. Customer shall not change the primary contact without prior written notice to the County. Customer will also designate a back-up point of contact in the event the primary contact is not available.

E.9 Contract Authorization

Customer warrants and represents that the individual signing this Contract is a properly authorized representative of the Customer and has the full power and authority to enter into this Contract on the Customer's behalf.

E.10 County Representative

The County Chief Information Officer or his/her designee shall represent the County in all matters pertaining to the Services to be rendered under this Contract, including termination and assignment of this Contract, and shall be the final authority in all matters pertaining to the Services/Scope of Work by County.

E.11 Duration of Terms

This Contract, and all of its terms and conditions, shall be binding upon and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of the respective parties, provided no such assignment is made in violation of the provisions of this Contract.

E.12 Legality and Severability

The parties' actions under the Contract shall comply with all applicable laws, rules, regulations, court orders and governmental agency orders. The provisions of this Contract are specifically made severable. If a provision of the Contract is terminated or held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall remain in full effect.

E.13 Mutual Covenants

The parties to this Contract mutually covenant to perform all of their obligations hereunder, to exercise all discretion and rights granted hereunder, and to give all consents in a reasonable manner consistent with the standards of "good faith" and "fair dealing".

E.14 Relationship of the Parties

Nothing contained in this Contract shall be construed as creating a joint venture, partnership, or employment arrangement between the parties hereto, nor shall either party have the right, power or authority to create an obligation or duty, expressed or implied, on behalf of the other Party hereto.

E.15 Release of Information

No news releases, advertisements, public announcements, or photographs arising out of the performance of the Contract or Customer's relationship with County may be made or used without prior written approval of the County, as applicable.

E.16 Strict Performance

Failure by a party to insist upon the strict performance of any of the provisions of this Contract by the other party, or the failure by a party to exercise its rights upon the default of the other party, shall not constitute a waiver of such party's right to insist and demand strict compliance by the other party with the terms of this Contract thereafter.

E.17 Subpoena

In the event that a subpoena or other legal process commenced by a third party in any way concerning the Services provided under this Contract is served upon Customer or County, such party agrees to notify the other party in the most expeditious fashion possible following receipt of such subpoena or other legal process. Customer and County further agree to cooperate with the other party in any lawful effort by such other party to contest the legal validity of such subpoena or other legal process commenced by a third party as may be reasonably required and at the expense of the party to whom the legal process is directed.

E.18 Termination for Convenience

The County and the Customer each reserve the right to terminate the Contract, for any reason, with a thirty (30) day written notice of termination. Such termination may include all or part of the Services provided hereunder. Upon such termination, payment will be made to the County for Services rendered and expenses reasonably incurred prior to the effective date of termination. Upon receipt of termination notice County shall promptly discontinue Services unless the notice directs otherwise.

E.19 Contract Exclusivity

This is not an exclusive Contract. Customer reserves the right to enter into a contract with other contractors for the same or similar services. The Customer does not guarantee or represent that

the County will be permitted to perform any minimum amount of work, or receive compensation other than on a per order basis, under the terms of this Contract.

E.20 Information Dispute Resolution

In the event the Customer determines that Service in unsatisfactory, or in the event of any other dispute, claim, question or disagreement arising from or relating to this Contract or breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, they shall consult and negotiate with each other in good faith, and recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties.

E.21 Venue

The parties acknowledge and agree that this Contract was entered into and intended to be performed in San Bernardino County, California. The parties agree that the venue of any action or claim brought by any party to this Contract will be the Superior Court of California, San Bernardino County, San Bernardino District. Each party hereby waives any law or rule of the court which would allow them to request or demand a change of venue. If any action or claim concerning this Contract is brought by any third party and filed in another venue, the parties hereto agree to use their best efforts to obtain a change of venue to the Superior Court of California, San Bernardino County, and San Bernardino District.

F. TERM OF CONTRACT

This Contract is effective as of July 1, 2024 (Effective Date) and remains in effect for a period of five (5) years, unless terminated earlier in accordance with provisions of this Contract.

G. TERMINATION OR SUSPENSION OF SERVICES

G.1 Immediate Suspension, Uncured Termination

The County may, in its sole discretion and without prior notice, immediately suspend all or part of the Services for breach of any of the conditions identified below. The County will provide Customer a written notice of breach and allow the Customer 30 days to correct the condition giving rise to such breach. If the Customer fails to remedy the breach within the 30-day cure period, the County may immediately terminate the Services with no further notice required.

G.1.1 Customer shall comply with all applicable laws, statutes, ordinances, administrative orders, rules or regulations relating to its duties, obligations and performance under the terms of the Contract. Customer shall ensure that it has all necessary licenses and permits required by the laws of the United States, State of California, County, and all other appropriate governmental agencies, and agrees to maintain these licenses and permits in effect for the duration of the Agreement. Customer shall notify County immediately of loss or suspension of any such required licenses and permits.

G.1.2 Customer represents and warrants to County that (i) the information Customer provides in connection with registration for the Services is accurate and complete; (ii) Customer's use of the System is not illegal, defamatory, malicious, harmful, or discriminatory based on race, sex, religion, nationality, disability, sexual orientation, or age; (iii) Customer's use of the Services complies with all applicable laws, rules and regulations; (iv) Customer has obtained all consents and licenses required to legally access and use the System; (v) the execution and delivery of this Agreement will not conflict with, or violate any provision of, Customer's charter, by-laws or other governing documents; and (vi) Customer has otherwise taken all necessary steps to legally execute this Agreement.

G.1.3 Customer agrees to abide by all existing and future security practices, policies and protocols established by the County, which the County has established to ensure the integrity of the System. Customer understands that the County closely monitors the System and may perform periodic security audits to provide insight into any potential abnormalities that may impact ensuring confidentiality, integrity, and availability.

G.1.4 Customer agrees to implement measures that are reasonable for Customer's use of the System to prevent interference with the operation of the System. **NEITHER COUNTY**

NOR ANY OF ITS EMPLOYEES, AGENTS, REPRESENTATIVES, SERVICE SUPPLIERS OR LICENSORS WILL BE LIABLE FOR UNAUTHORIZED ACCESS TO, MISUSE OF, CUSTOMER'S INABILITY TO ACCESS, OR DAMAGE TO THE SYSTEM OR CUSTOMER'S FIELD EQUIPMENT, EXCEPT TO THE EXTENT CAUSED BY COUNTY'S NEGLIGENCE OR INTENTIONAL MISCONDUCT, UNLESS AND ONLY TO THE EXTENT THAT THIS DISCLAIMER IS PROHIBITED BY APPLICABLE LAW.

G.2 Immediate Termination

The County may, in its sole discretion and without prior notice, immediately suspend or terminate all or part of the Services for any of the conditions identified below. The County will promptly provide Customer a written notice of termination or suspension of Services to Customer.

G.2.1 County discovers that Customer provided false registration information, or that Customer lacked the capacity to enter into this Agreement at the time of its consummation;

G.2.2 County determines, in its sole discretion, that Customer's use of the Services poses a threat or an adverse effect to the security, privacy, or performance of the System or to any of County's other users or suppliers;

G.2.3 County determines, in its sole discretion, that Customer's use of the Services is illegal;

G.2.4 County reasonably believes that Customer's use of the Services has or will subject County to civil or criminal liability;

G.2.5 Customer fails to make any payment when due; or

G.2.6 Customer breaches any of the other material terms and conditions in this Agreement.

H. FISCAL PROVISIONS

H.1 There is no minimum or maximum amount of payment under this Contract.

H.2 Services are charged equitably to all customers in accordance with State Controller's Handbook of Cost Plan Procedures for California Counties.

H.3 Charges will be based on actual usage at the rates effective at the time Services are rendered (see Attachment A "ITD Rate Sheet – External Customers" and Attachment C "Wide Area Network Services", if applicable). Rates are reviewed and subject to change annually based on the cost to provide services to Customers and are effective July 1st of each year. Rates are also subject to change throughout the year via a mid-year rate change, if deemed appropriate based on the cost to provide services to Customers being significantly higher or lower than anticipated during the annual review. County will not amend this Contract due to rate changes or changes in usage amounts by Customer. Attachment A includes the list of County service rates effective at the time this Contract is entered into. County will attempt to provide at least thirty (30) days advance written notice of any rate change, which will be sent to Customer at the following address:

Loma Linda Fire Department
ATTN: Mike Atchison, Battalion Chief, A Shift
25541 Barton Rd Loma Linda, CA 92354

H.4 Services will be billed on a monthly basis for actual expenses incurred and claimed by ITD for the preceding month.

H.4.1 For Customers that use the County's Enterprise Financial Management System:

Monthly charges will be handled by an automated transfer processed by ITD via the County's Enterprise Financial Management System. A copy of the billing statement can be accessed via the ITD Billing System by Customer, provided that Customer has the necessary permission on the County's network.

H.4.2 For Customers that do not use the County's Enterprise Finance Management System:

County will mail an invoice on a monthly basis starting on the Effective Date of this Contract, or starting on the installation or implementation date, if applicable. Payment shall be due sixty (60) days from date of invoice.

Payment can be made by check or electronic funds transfer (EFT). Checks shall be made payable to San Bernardino County. Customers requesting to make payments to County via electronic funds transfer (EFT) directly deposited into the County's designated bank account shall provide County with instructions to process EFT payments.

Payment address is:

Innovation and Technology Department
670 E. Gilbert Street, First Floor
San Bernardino, CA 92415-0915
Attn: Administration Services

I. DEFAULT

If the Customer does not make timely payment of amounts due under this Contract or breaches any term or condition of this Contract, County may declare immediately due and payable the entire unpaid amount, plus all other amounts due hereunder, less any unearned charges.

J. INDEMNIFICATION

The County agrees to defend and indemnify the Customer and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising solely out of the acts, errors or omissions of County in the performance of this Agreement, except where such indemnification is prohibited by law. At its sole discretion, Customer may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Contract. Customer shall notify County promptly of any claim, action or proceeding and cooperate fully in the defense. Customer hereby agrees to defend and indemnify the County, its agents, officers and employees from any claim, action, or proceeding against County, arising solely out of the acts or omissions of Customer in the performance of this Agreement. At its sole discretion, County may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve Customer of any obligation imposed by this Contract. County shall notify Customer promptly of any claim, action or proceeding and cooperate fully in the defense. In the event that County and/or Customer are determined to be comparatively at fault for any claim, action, loss or damage that results from their respective obligations under this Agreement, County and/or Customer shall indemnify the other to the extent of its comparative fault.

K. INSURANCE

County is an authorized self-insured public entity for purposes of General Liability and warrants that through its program of self-insurance, it has adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.

L. NOTICES

All written notices provided for in this Contract or which either party desires to give to the other shall be deemed fully given, when made in writing and either served personally, or by facsimile, or deposited in the United States mail, postage prepaid, and addressed to the other party as follows:

San Bernardino County Innovation and Technology Department	Loma Linda Fire Department
670 E. Gilbert Street, First Floor San Bernardino, CA 92415-0915	25541 Barton Rd Loma Linda, CA 92354
Attn: Administration Services	Attn: Mike Atchison, Battalion Chief, A Shift

Notice shall be deemed communicated two (2) County working days from the time of mailing if mailed as provided in this paragraph.

M. FORCE MAJEURE

Except for payment obligations and as otherwise provided herein, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party shall, within twenty-four (24) hours, give notice thereof, including all relevant information with respect thereto, to the other party. County shall not be held liable for any delay or failure in performance of any part of this Contract from any cause beyond its control and without its fault or negligence, such as acts of God, acts of civil or military authority, government regulations, strikes, labor disputes, embargoes, epidemics, war, terrorist acts, riots, insurrections, fire, explosions, earthquakes, nuclear accidents, floods, power blackouts, brownouts, or surges, volcanic action, other major environmental disturbances, unusually severe weather conditions, inability to secure product or services of other persons or transportation facilities, or acts or omissions of transportation common carriers.

N. ENTIRE AGREEMENT

This Contract, including all Attachments, which are attached hereto and incorporated by reference, and other documents incorporated herein, represents the final, complete and exclusive agreement between the parties hereto. Any prior agreement, promises, negotiations or representations relating to the subject matter of this Contract not expressly set forth herein are of no force or effect. This Contract is executed without reliance upon any promise, warranty or representation by any party or any representative of any party other than those expressly contained herein. Each party has carefully read this Contract and signs the same of its own free will. This Contract may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Contract (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Contract upon request.

IN WITNESS WHEREOF, San Bernardino County and Customer have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

► _____

Lynn Fyhrlund, Chief Information Officer

Dated: _____

_____

(Print or type name of Customer)

By ► _____

(Authorized signature - sign in blue ink)

Name _____

(Print or type name of person signing contract)

Title _____

(Print or Type)

Dated: _____

Address _____

_____

FOR COUNTY USE ONLY

Approved as to Legal Form
► County Counsel Date

ATTACHMENT A
ITD RATE SHEET – EXTERNAL CUSTOMERS
2023-24 Approved Rates

Service	Service Description
Business Solutions Development	
Business Solutions Labor Services	Hourly labor programming services for the development, enhancement and maintenance of business solutions on a variety of hardware and software platforms.
Computer Operations	
CPU Usage	Access to applications and processing of data on the enterprise server.
Network Labor Services	Hourly labor services for Local Area Network and Wi-Fi services. Includes labor services to connect a location to the Wide Area Network (WAN) via the Internet and to connect a site to the County's WAN. Customer is responsible for all costs related to circuit installation, ongoing circuit charges, and office cabling.
Payroll System Services (EMACS)	Maintenance, support, and enhancements of the EMACS system and infrastructure.
Virtual Private Network (VPN)	Access for a single user to remotely connect to the wide area network.
Geographic Information System	
Aerial Imagery	Augments and enhances GIS data visualization tools, applications and solutions developed for County departments and the public.
Telecommunication Services	
Public Safety Communications Services:	
Dispatch Console Access, Maintenance, and Replacement	Repair, maintenance, programming, and replacement of Motorola radio dispatch console equipment.
Pager Access	Access for a single pager to connect to the County's Digital Paging System.
Radio Access and Maintenance	Access for a single radio connected to the County's Public Safety Radio frequencies and repair and maintenance of that radio or radio's accessories, excluding batteries; covers normal wear and tear.
Radio Labor Services	Hourly labor services for installation and repair of radio and other related equipment in vehicles, not including materials; or escort of other government agencies to County communication sites to access their equipment.
Radio Mobile Data Access	Access and maintenance for radio modems in vehicles.
Telephone Services:	
Dial Tone	Single line telephone services. Includes voicemail, local, long distance, Telephone Service Specialist consulting services, and software changes.
Telecommunication Labor Services – Normal Hours	Hourly labor services for telephone, data, cabling, repair, and other specialized services – Normal Hours (Monday through Friday, 7:00 am – 5:00 pm, excluding weekends and holidays).
Telecommunication Labor Services – After Hours	Hourly labor services for telephone, data, cabling, repair, and other specialized services – After Hours (Monday through Friday, 5:00 pm – 7:00 am, and all weekends and holidays).
All Funds	
Parts and Materials	Parts and Materials provided per customer request.

Service	2023-24 Rate	Charge Measurement
Business Solutions Development		
Business Solutions Labor Services	$128.21	Per hour
Computer Operations		
CPU Usage	$99.63	Per CPU hour
Network Labor Services	$96.84	Per hour
Payroll System Services (EMACS)	$6.99	Per payroll warrant
Virtual Private Network (VPN)	$3.46	Per VPN/month
Geographic Information System		
Aerial Imagery	Cost Pass Through	Per customer
Telecommunication Services		
Public Safety Communications Services:		
Dispatch Console Access, Maintenance, and Replacement	$693.48	Per console/month
Pager Access	$16.22	Per pager/month
Radio Access and Maintenance	$53.58	Per radio/month
Radio Labor Services	$88.97	Per hour
Radio Mobile Data Access	$103.58	Per modem/month
Telephone Services:		
Dial Tone	$31.23	Per phone/month
Telecommunication Labor Services – Normal Hours	$95.56	Per hour
Telecommunication Labor Services – After Hours	$110.52	Per hour
All Funds		
Parts and Materials	Actual cost plus 15% processing and handling	Per order

ATTACHMENT B
PUBLIC SAFETY COMMUNICATIONS SERVICES

I. SERVICES UNDER THIS ATTACHMENT

This Attachment B is applicable for Public Safety Communications services which consist of the following services as defined in Attachment A, "ITD Rate Sheet – External Customers", and as further defined within this Attachment B:

Dispatch Console Access, Maintenance, and Replacement
Pager Access
Radio Access and Maintenance
Radio Labor Services
Radio Mobile Data Access

II. SAN BERNARDINO COUNTY PUBLIC SAFETY COMMUNICATIONS SYSTEM ACCESS

The San Bernardino County (County) Public Safety Communications System, hereinafter called "System", is composed of two components known as the backbone and field equipment. The Backbone is defined as a portion of the System that provides the means by which dispatch centers, public safety locations, mobile radios, and portable radios communicate with each other through voice transmission. It is composed primarily of fixed relay equipment and associated centralized dispatch and control equipment, including Radio Mobile Data Access modems owned and maintained by the County. Field Equipment is defined as that portion of the System that uses the Backbone for communications and consists primarily of local dispatch equipment, mobile radios, and portable radios.

a) <u>System Purpose and Objective</u>
The primary purpose of the System is to serve the County and accommodate participation by public safety and local governmental agencies in the County. Secondarily, other governmental and safety related non-governmental users may be allowed access to the System as conditions warrant and as provided for by this Contract. During a disaster, public safety users will receive priority in all areas, based entirely on emergency response responsibilities and access to the System by non-public safety users may be limited or suspended.

b) <u>Backbone Operational Policies</u>
Public safety and local governmental users shall have operational priority over all other users. In the case of a disaster, public safety users affected by the disaster shall have operational priority over all other public safety users, with County public safety users afforded the highest priority.

County has the final authority, at all times, to exercise discretionary control over the Backbone, and to otherwise manage Backbone traffic to ensure the ability of immediate-need public safety agencies to effectively communicate and for the overall benefit of all Backbone users. **EXCEPT FOR GROSSLY NEGLIENT ACTS OR OMISSIONS IN EXERCIZING ITS AUTHORITY UNDER THIS SECTION, THE COUNTY WILL HAVE NO LIABILITY WHATSOEVER FOR SYSTEM ALLOCATION DECISIONS.**

c) <u>Backbone Modification (Post Backbone Implementation)</u>
(i) The County may determine that Backbone modification is needed from time to time to meet the changing needs of County and/or users.

(ii) Costs for Backbone modifications made after the execution of this Agreement shall be assessed as follows:

(a) If the modification benefits all users, each user will bear the pro rata cost of the modification based on the user's derived benefit. Derived benefit shall be determined as a percentage based on the number of units that are in service by each end user divided by the total units being serviced by the Backbone infrastructure at the time the modification is made.

(b) If the modification improves service only for users in a definable local area, all users in such definable local area, and participating in and receiving direct benefit from the modification, shall share the costs for its implementation, operation, and maintenance equally.

(c) If the modification only applies to a specific subset of users, the subset of users that caused the modification shall share the costs of the modification its implementation, operation, and maintenance equally.

(d) if the modification is requested by, and benefits only Customer, Customer shall bear the entire cost of the modification, its implementation, operation, and maintenance.

(iii) Customer acknowledges and agrees that the County is the sole decision-maker in determining the allocation of costs for all Backbone modifications.

d) Field Equipment

(i) Customer shall, at Customer's expense and future financial liability, purchase and maintain its own Field Equipment.

(ii) Customer shall, at Customer's expense, expand or modify existing Customer structures, facilities, or dispatch centers as required to support the installation of Customer's Field Equipment.

(iii) Customer is solely responsible for ensuring that the Field Equipment is compatible with the System.

e) Related Non-Governmental Users

(i) At times, Customer's non-governmental users may have a need to communicate with public safety/local government services during emergencies, or in their daily support of public safety/local government services. Where it is not in conflict with Federal Communications Commission (FCC) Regulations or other laws, and subject to approval by County, Customer's non-governmental users may be allowed to have Backbone access. However, Customer's non-governmental use of the Backbone for day-to-day operations shall be on a non-interfering, prioritized basis, and subject to channel loading limits, as determined by County.

(ii) County shall be responsible for coordinating Backbone access and implementing terms and conditions of such use, including one-time and recurring costs to be paid by new users.

(iii) County shall monitor non-governmental users of the Backbone. If the needs of public safety/local government expand to the point of competition with non-governmental use of the Backbone, Customer's non-governmental users may be required by the County to terminate their use of the Backbone.

(iv) Customer's non-governmental users will be removed in reverse order of their entry into the System, i.e., the last user to enter the System will be the first user to be removed unless any other Customer's non-governmental user voluntarily relinquishes access.

(v) County will provide Customer ninety (90) days prior written notice of termination of access to allow Customer's non-governmental users to remove their equipment or transfer their operations to another communications system. At the expiration of the notice period, the Customer's non-governmental users will be denied access to the System.

f) Backbone Ownership

It is understood that County has ownership of the Backbone, and upon any termination of this Agreement by County or by Customer, any and all rights, title, and interest in the Backbone shall remain with the County.

III. PUBLIC SAFETY RADIO AND EQUIPMENT MAINTENANCE SERVICES

The County Innovation and Technology Department (ITD) offers a number of radio and equipment maintenance services to public safety and local governmental agencies in the County of San Bernardino, as well as other governmental and safety-related non-governmental users. Services provided under this Contract consist of Public Safety Radio, Backbone radio equipment maintenance, radio, mobile/portable radio equipment maintenance, Mobile Data Access Modems maintenance, public safety radio dispatch equipment maintenance, and radio battery replacement.

a) County Responsibilities in Providing Maintenance Services
If providing maintenance services to Customer, ITD:

(i) Will maintain sufficient spare mobile radios to temporarily replace equipment that is removed from service for maintenance reasons;

(ii) Will remove, reinstall, and maintain Customer-owned radios or other covered equipment that has become defective from normal wear and usage, as solely determined by ITD, and perform repairs at ITD or elsewhere as determined by ITD;

(iii) Will provide a two-hour response time from notification for problems with radio dispatch equipment and Backbone radio equipment, and reasonable response time during normal County work hours on normal County business days for maintenance of Mobile Data Access Modems, and mobile/portable radios with afterhours service available at premium rates;

(iv) Reserves the right to subcontract for all or part of services;

(v) Assumes no liability for equipment failure in the field, or for any adverse consequences caused by such failed equipment;

(vi) Assumes no liability for failure to provide or delay in providing services, under this Agreement.

b) County Services Provided on a Time and Materials Basis
(i) Service required due to Customer abuse or abnormal wear;

(ii) Service to correct attempts by Customer or unauthorized third parties to repair or modify equipment;

(iii) Facility electrical problems at Customer location(s) or vehicle electrical problems;

(iv) Services in addition to those identified above, to the extent feasible and cost-effective, as determined by ITD;

(v) Program or re-program radios at Customer's request or in response to abnormal wear and usage, except for County-originated systems reconfigurations;

(vi) Replacement of accessories and consumable items, including batteries, antennas, and microphone cords;

(vii) Radio reactivations are processed within 5 business days after the request is received and are billed for each serial number reactivated at one-half of the Board-approved hourly rate in effect at the time reactivation is ordered.

c) Customer Responsibilities
Customer shall procure its own Field Equipment and shall:

(i) Provide ITD with model and serial numbers of all equipment to be covered under this Contract.

(ii) Designate an individual as the single point of contact for maintenance coordination.

(iii) Coordinate and schedule service requirements with ITD reasonably in advance whenever possible.

(iv) Advise ITD of all radio relocations or reassignments within their fleet, within 24-hours of relocation or reassignment.

(v) Have sole responsibility to maintain a current inventory of its Field Equipment using the System and to approve and validate billing of that inventory. **Customer must notify ITD in writing when any Field Equipment is no longer in use by Customer, including notification of damaged, lost, or stolen Field Equipment. ITD will continue to bill Customer until notification is received, and Customer remains responsible for payment of charges for such Field Equipment.** If Customer identifies discrepancies between billing and its inventory, a dispute notice should be sent by e-mail to isdbilling@isd.sbcounty.gov along with a justification and related documentation. If ITD determines that a charge was billed incorrectly, ITD will issue the applicable credit on the next monthly billing cycle.

City of Loma Linda

Regular City Council Staff Report

Council Bill #R-2024-19 - A Resolution to Approve the 2024-2025 Fiscal Year Budget (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2J

To	From
City Council	Sonia Fabela, Finance Director

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the City Council Adopt Council Bill #R-2024-19 - A Resolution approving the Final Budget for the City of Loma Linda for Fiscal Year July 1, 2024, to June 30, 2025.

Attachments

Resolution - City FY 2024-25 Budget.pdf

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING THE FINAL BUDGET FOR THE CITY OF LOMA LINDA FOR THE FISCAL YEAR COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025

THE CITY COUNCIL OF THE CITY OF LOMA LINDA DOES RESOLVE AS FOLLOWS:

SECTION 1. That the Budget for the City of Loma Linda for the fiscal year commencing July 1, 2024 and ending June 30, 2025, as prepared and submitted by the City Manager and as modified by the City Council, is hereby approved and adopted as the Budget of the City of Loma Linda for said fiscal year.

SECTION 2. That from the effective date of said Budget, the several amounts stated therein as proposed expenditures shall be and become appropriated for the several departments, offices, and agencies of the City with respective objects and purposes therein set forth subject to expenditure pursuant to the provisions of all applicable ordinances of the City and statutes of the State.

SECTION 3. That the authority granted for making expenditures from other than the General Fund shall be limited to the actual amount of money received from the source of funds indicated in the Budget for each department, section, or purpose, and no liability upon the General Fund is assumed nor can be imposed in excess of such amounts as may be provided therefor in this Budget from the General Fund. In the event the amounts of money received and credited to the special funds exceed the amount herein estimated, such excess receipts shall be considered deferred allocations in such special funds, contingent upon such receipt and no expenditure thereof made except with the approval of the City Council by resolution.

SECTION 4. That amounts appropriated to any account for any object or purpose may be transferred to a different account for the same general object or purpose within the same department

or activity upon recommendation of the department head and the Director of Finance and approval of the City Manager.

SECTION 5. That all requisitions, purchase orders, fund transfers, inter-departmental orders or other encumbrances upon any account or appropriate object of any department shall be clearly recorded against the amount available both as to the number of items and total amount thereof, in such a way that there shall never be an overencumbrance or an overexpenditure upon any such accounts or appropriated objects and so the full number of articles set forth enumerated in the Budget or subsequent appropriation can be purchased or acquired out of the amount appropriated therefore.

SECTION 6. That the City Clerk shall certify to the adoption of this resolution. PASSED, APPROVED AND ADOPTED this 9th day of July 2024 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

_____
Phillip Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

City of Loma Linda

Regular City Council Staff Report

Loma Linda Housing Authority Bill #R-2024-01 - A Resolution to Approve the Loma Linda Housing Authority 2024-2025 Fiscal Year Budget (Continued from June 25, 2024)

Fiscal Year 2024-25 Budget Item

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2K

To	From
City Council	T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the Housing Authority adopt the Loma Linda Housing Authority Council Bill #R-2024-01 - A Resolution approving the final Budget for the Loma Linda Housing Authority for Fiscal Year July 1, 2024, to June 30, 2025.

Attachments

Resolution - LLHA Bill #R-2024-01 - FY Budget.pdf

RESOLUTION NO.

A RESOLUTION OF THE LOMA LINDA HOUSING AUTHORITY ESTABLISHING A FINAL BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, the Loma Linda Redevelopment Agency (the "Former Redevelopment Agency") was eliminated pursuant to ABx1 26, Chapter 5, Statutes of 2011 (the "2011 Dissolution Measure") which provided generally for the dissolution of all redevelopment agencies in the State of California; and

WHEREAS, the 2011 Dissolution Measure was challenged by litigation initiated during 2011, which litigation was decided by the California Supreme Court in a manner which upheld the 2011 Dissolution Measure; and

WHEREAS, the 2011 Dissolution Measure, as amended by AB 1484, Chapter 26, Statutes of 2012 ("AB 1484" and, together with the 2011 Dissolution Measure, the "Dissolution Act") further implemented certain aspects of the dissolution of redevelopment agencies within California;

WHEREAS, pursuant to the 2011 Dissolution Measure, the City Council of the City of Loma Linda designated the Loma Linda Housing Authority (the "Authority") to receive the housing assets of the Former Redevelopment Agency; and

WHEREAS, pursuant to the 2011 Dissolution Measure, the oversight board ("Oversight Board") of the successor agency ("Successor Agency") to the Former Redevelopment Agency approved the designation of housing properties and also approved and, following enactment of AB 1484, ratified the transfer of housing properties of the Former Redevelopment Agency to the Authority; and

WHEREAS, the budgeting process establishes the plan of expenditures and the priorities of the Authority relating to its housing assets and operations;

NOW, THEREFORE, BE IT RESOLVED that the budget for the Loma Linda Housing Authority for the fiscal year commencing July 1, 2024 and ending June 30, 2025, as prepared and submitted by the Authority Executive Director and as modified by the City Council sitting as the Loma Linda Housing Authority Board, is hereby accepted.

PASSED, APPROVED AND ADOPTED this 9th day of July 2024 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

_____
Phillip Dupper, Chairman

ATTEST:

_____
Lynette Arreola, Secretary

City of Loma Linda

Regular City Council Staff Report

Presentation of the Voter Survey Research Results by Dr. Richard Bernard, Fairbank, Maslin, Maullin, Metz and Associates (FM3 Research)

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2M
To	**From**
City Council	Sonia Fabela, Finance Director
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council accept the results of voter survey research conducted by FM3 Research and presented by consultant Dr. Richard Bernard, Ph.D.

BACKGROUND:

On March 13, City Council, City staff, members of the Planning Commission, Budget Committee and members of the community gathered to discuss possible revenue-generating ideas. During the April 9th meeting, Council requested staff research and report back on the what is entailed in placing a revenue measure on the ballot. At the April 23, 2024 council meeting, staff was given direction by City Council to seek proposals from qualified research firms and select one that could assist the City with professional survey research. The goal of this process was to acquire information from citizens as to their view and opinion on the state of the City and whether a potential revenue measure would be viable in the near future.

ANALYSIS:

City staff projected the cost for professional survey research to be within the City Manager's approval threshold. Therefore, Requests for Proposals were sent out and received by the end of April. Although three requests were sent out, only two companies provided quotes. Franklin, Maslin, Maullin, Metz & Associates (FM3 research) was selected as the City's consultant. Work performed by FM3 Research, a California-based company that has been conducting public policy-oriented opinion research since 1981, has contributed to many successful measures in various counties and cities throughout the state. Their experience, especially in San Bernardino County, has equipped them with a deep understanding of the county's residents and voters. Within the last four years, their research contributed to the successful passage of revenue measures for the Cities of Chino, Ontario and Montclair.

Dr. Richard Benard, an FM3 Research partner, and his team conducted a survey amongst randomly selected Loma Linda voters beginning on May 29, 2024. The survey was sent out via email and was branded with the City of Loma Linda logo and included unique links that could only be used once to ensure integrity. Landline and cell phone calls were also made that were 16 minutes in duration. And, lastly, text message invitations to take the survey via cell phone were also randomly distributed. The voters surveyed included voters from all five council districts. The summarized results of the survey will be presented by Dr. Bernard during the City Council meeting and will be placed on the City's website for the public to view the following day.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Consultant proposed cost of $24,950 paid out of General Government Professional Services account 0011940-51820.

City of Loma Linda

Regular City Council Staff Report

Resolutions and Ordinance Measure to Declare a Fiscal Emergency; to Call and Give Notice of a Special Municipal Election to submit to the City's Qualified Voters the "City of Loma Linda Essential Services Measure", which enacts the "City of Loma Linda Transaction and Use Tax Ordinance" that Establishes a General-Purpose One Percent Transactions (sales) and Use Sales Tax Measure

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Scheduled and Related Items Item: 2N

To	From
City Council	Sonia Fabela, Finance Director

Via
T Jarb Thaipejr, City Manager

SEE ATTACHED STAFF REPORT

Attachments

Staff Report - LL Revenue measure - FINAL.pdf

Council Bill No. R-2024-26 - Resolution - Declare Fiscal Emergency - final.pdf

Council Bill No. R-2024-27 - Resolution Submitting TUT Measure to Ballot 7-3-24 - Final.pdf

Council Bill No O-2024-05 - Ordinance TUT - 6-30-24 -Reviewed by CDTFA - Final.pdf

City of Loma Linda
Official Report

COUNCIL AGENDA: July 9, 2024

TO: City Council

VIA: Jarb Thaipejr, City Manager

FROM: Sonia Fabela, Finance Director

Approved/Continued/Denied
By City Council
Date _____

SUBJECT: Resolutions and Ordinance Measure to Declare a Fiscal Emergency; to Call and Give Notice of a Special Municipal Election to submit to the City's Qualified Voters the "City of Loma Linda Essential Services Measure", which enacts the "City of Loma Linda Transaction and Use Tax Ordinance" that Establishes a General-Purpose One Percent Retail Transactions and Use Tax Measure

RECOMMENDATION:

1) Adopt Resolution No. 2024-26, declaring a fiscal emergency due to the projected severe deficits in future city budgets.
2) Adopt Resolution No. 2024-27, to approve the following:
   a. Call and give notice of a Special Municipal Election for the purpose of submitting to the City's qualified voters the "City of Loma Linda Essential Services Measure," which enacts the "City of Loma Linda Transactions and Use Tax Ordinance" that establishes a general-purpose one percent transactions (sales) and use sales tax measure subject to majority voter approval;
   b. Request the Board of Supervisors of the County of San Bernardino to consolidate the Special Municipal Election with the Statewide Primary Election to be held on Tuesday, November 5, 2024;
   c. Provide and set the rules for the filing of arguments for and against the measure and rebuttal arguments;
   d. Direct the City Attorney to prepare the impartial analysis of the ballot measure; and
   e. Provide for other election matters as required by law.
3) Conduct first reading of Ordinance to be submitted to City's voters entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADDING CHAPTER 3.34 TO TITLE 3 OF THE LOMA LINDA MUNICIPAL CODE RELATED TO IMPOSING A GENERAL TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION," reading by title only and waiving further reading.
4) Authorize the Mayor, on behalf of the City Council, to prepare and file a written argument in favor of the proposed measure.
5) Authorize the City Manager to execute all the necessary documents on behalf of the City.
6) Approve an appropriation of $260,000 from General Fund reserves to fund the sales tax measure special election, voter information activities, and the assessment to administer the new local sales tax.

BACKGROUND

The Loma Linda City Council will determine whether to place a measure on the November 5, 2024 ballot to allow and provide Loma Linda voters the option of enacting a secure, locally generated general fund revenue source. The measure for consideration by Loma Linda voters would increase the City's sales tax by 1% to provide an estimated $7.9 million annually to maintain essential City services for residents and businesses, including police, 911 emergency medical response; preserving and maintaining parks, open space, and natural areas; repairing streets and potholes; maintaining clean and safe public areas, while addressing homelessness, and maintaining senior programming. For the proposed measure to pass, a majority + 1 vote is required.

The City of Loma Linda has historically achieved and benefited from balanced budgets with noted exceptions during the Great Recession in 2008. City Council has been conservative over the years when faced with budget challenges. In each case, the City was able to approve operationally balanced budgets by shortening workdays by ½ hour, reducing workforce, suspending programs and services and deferring needed repairs and maintenance.

By taking these actions, the City has historically maintained and increased the health of the General Fund reserve with the goal of maintaining adequate reserve levels to mitigate the future risks of revenue shortfalls and unanticipated expenditures.

General Fund Overview: The City's General Fund is the operating fund for the majority of the City's services and activities summarized below:

- Fire Department
  - Fire & Rescue Services
  - Code Enforcement/Parking Control
  - Fire Prevention and Disaster Preparedness
- Police – Sheriff Department Contract
- Planning and building safety
- Public Works
  - Streets & Traffic Safety
  - Refuse & Recycling
  - Street, Facility, Vehicle & Park Maintenance
  - Engineering
- Senior Center
- General government administration

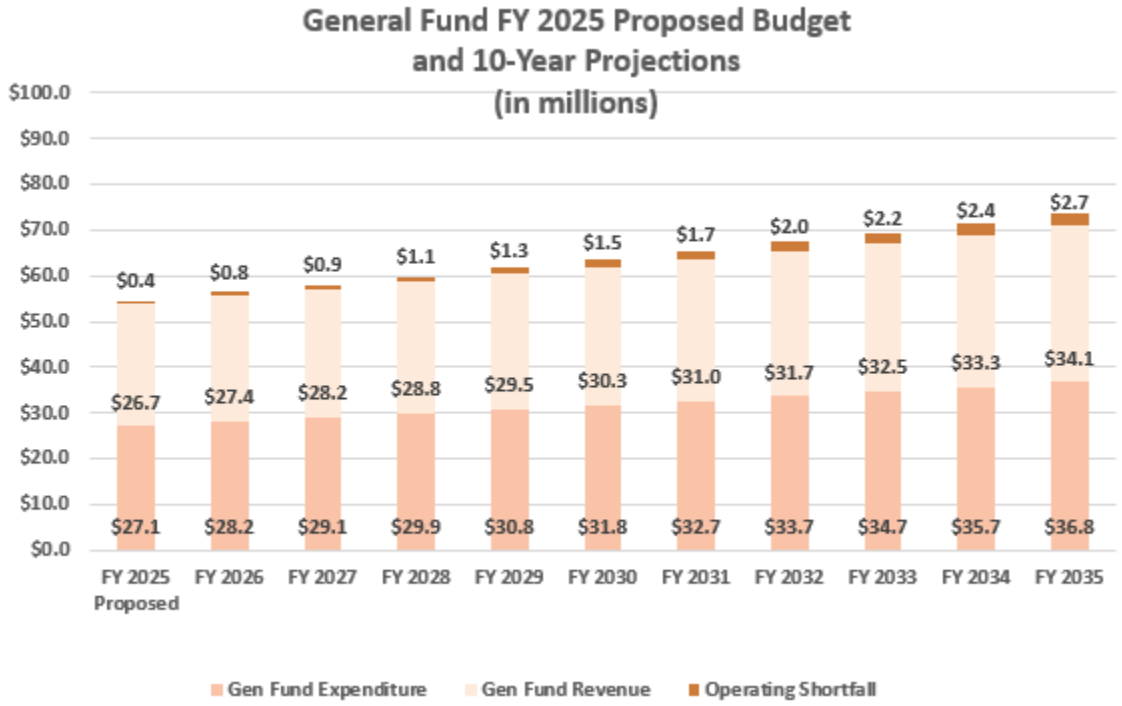
General Fund revenues are derived from several sources including sales tax, property tax, property taxes in lieu of vehicle license fees, Administrative overhead, franchise fees, refuse service charges and LLUMC contract for law enforcement . The two highest revenues are sales tax representing approximately 23% and property taxes accounting for roughly 12% of General Fund revenues.

Over time, the City has seen growth in its revenues, including significant one-time injections such as funding from the American Rescue Plan Act (ARPA), distributed in two installments within the past three years. Despite these revenue increases and expected future growth, it is projected that expenditures will consistently exceed revenues annually for at least the next decade. This trend is driven by rising operational costs for services, materials, and labor, compounded by increased inflation, all of which affect the City's capacity to deliver essential community services. These

escalating operational expenses are likely to limit investments in infrastructure and other strategic initiatives. To ensure long-term financial stability, the City must strive to align expenditures closely with sustainable revenue streams.

General Fund Forecast

On June 23, 2023, the Loma Linda City Council adopted a General Fund balanced budget with a proposed surplus of $146,400, however during mid-year budget review presented to City Council on February 13, 2024, after half a year of revenues had been received and expenditures transpired, a deficit of $490,200 was presented. The main reason for this increase was the significant amount of overtime in the Fire Department due to strike team and regular overtime coverage, increase in utility cost, software and software license, repairs and maintenance of facilities and salary and benefit recalculations. Upon seeing this, Management decided to not fill positions that had been approved by City Council such as the Assistant Public Works Director, EMS Coordinator and Accountant. For fiscal year 2024-2025, the General Fund Budget will be operating with a deficit covered by fund balance of $407,000.



The City will face significant challenges that may force crucial City services and programs to be reduced or eliminated in the coming years unless additional sources of revenue for the General Fund are secured. Protecting Loma Linda's long-term financial stability is key to maintaining essential City services for residents and businesses, including police, 911 emergency medical response; preserving and maintaining parks, open space, and natural areas; repairing streets and potholes; maintaining clean and safe public areas, while addressing homelessness, and maintaining senior programming. For fiscal year 2025-2026 a projected shortfall is projected at $780k with reserves covering the difference. While the operating deficits will initially be covered by the City's existing General Fund reserves, long-term operating deficits are projected to exhaust General Fund reserves by FY 2034-2035, making the City increasingly vulnerable to emergencies and other unanticipated factors, and threatening its ability to provide essential services.

ANALYSIS

Options to Achieve a Structurally Balanced City Budget

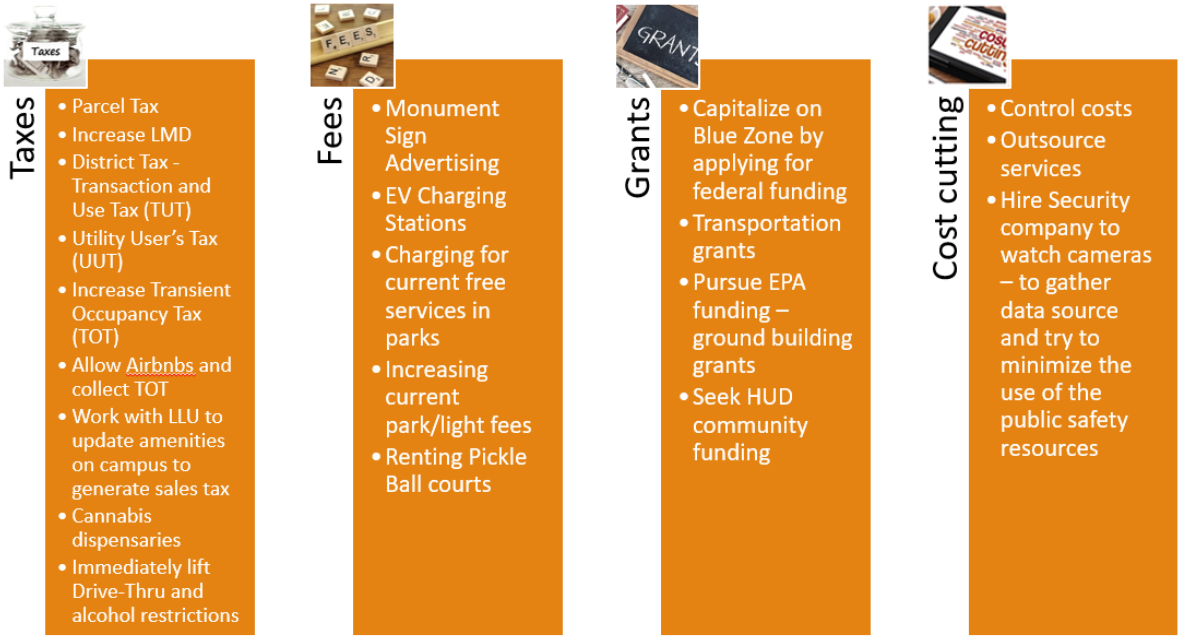
Given the seriousness of the impending fiscal crisis, staff was tasked with assessing possible cuts in spending and exploring current and potential revenue streams to achieve a City budget that is sustainable both operationally and structurally.

Maintaining the status quo will increasingly jeopardize the City's cherished quality-of-life programs and essential services. To manage rising costs, the City Council must prioritize mandatory operational services, potentially facing tough decisions on reducing, eliminating, or selecting among critical functions and services.

Revenue Options

To protect Loma Linda's future and maintain the current standard of service, the City has explored different approaches to generate revenue, with the goal of securing a stable, reliable source of general-purpose funding.
The revenue sources considered include:

- Taxes - Property and parcel taxes are subject to 2/3 voter approval. A transient occupancy tax increase, also known as hotel tax, would not provide a significant revenue source in Loma Linda.
- Fees - A city-wide cost-of-service study was recently conducted, and fees were adjusted. However, user fees are designed to cover the cost of providing a particular service and do not provide for general operating revenues.
- Grants - The City identifies and pursues a variety of grants to fund projects and services. Most grants, however, provide only one-time funds for specific purposes and currently, there are not enough staff to apply, track, and complete reporting mandated by granting agencies.
- Cost Cutting – Throughout the years the personnel reductions have left city staff performing duties that are outside of their work scope to continue to maintain service levels acceptable to the public. Outsourcing of services has been done and continues to be considered, however, in some instances, there isn't cost effective or generate a savings.



A diversified blend of revenues fosters the City's long-term financial stability, enabling strategic planning for future needs, investment in infrastructure enhancements, and effective response to evolving challenges, avoiding dependence on temporary solutions alone.

Without additional general revenues, the City will be forced to prioritize basic and mandated services that do not provide for enhancing the quality of life or maintenance of the community.

Road, parks, and facilities maintenance expenditures are among those projected to have the most significant negative impact on the City's General Fund reserves. Deferring maintenance puts these valuable assets at risk of accelerated deterioration and needed replacement, in addition to negatively impacting the residents and businesses that rely on these facilities. New infrastructure is currently covered by sources such as Development Impact Fees, however, the balances on those funds have also been depleted and will be replenished as new development comes in. With the passing of Measure V in 2006, the City is limited when it comes to development as Measure V established a 7,200-square-foot minimum lot size for the entire city, preserved about two-thirds of the 3,000-acre "South Hills" area as permanent open space, imposed new building height restrictions and mandated development traffic mitigation.

Recommendation – Increase Revenues Through Sales Tax

Considering the constraints on raising revenues to match inflation and the rapidly rising costs of materials, labor, utilities, and other operational factors, a local sales tax increase stands out as the most viable solution. It offers a consistent annual revenue stream to tackle Loma Linda's fiscal challenges, ensuring the continuity of essential services. Moreover, implementing a local sales tax measure ensures that funds stay within Loma Linda, benefiting the community directly.

Transactions and Use Tax (Sales Tax)

The California Department of Tax and Fee Administration (CDTFA) collects the sales and use tax from local retailers selling tangible personal property or from the users of tangible personal property purchased from retailers outside of the State of California. California cities currently receive 1% of the total sales tax rate within its jurisdiction, which is known as the Bradley-Burns Uniform Local Sales & Use Tax.

Loma Linda's sales tax rate is currently 7.75%, of which the City receives 1%. The State of California receives 6%, and San Bernardino County receives the remaining 0.75%. The current 1% local Bradly-Burns rate is a general tax and is allocated to all cities in California. It is unrestricted and received into the General Fund for general city services.

Loma Linda	Tax Rate
California State Sales Tax	6.00%
San Bernardino County Special Tax	0.50%
San Bernardino County Sales Tax	0.25%
City of Loma Linda Sales Tax	1.00%
Total Combined Sales Tax	7.75%

State law authorizes city and county residents to adopt local transactions and use taxes in addition to the basic Bradley Burns tax. The local portion of the sales tax that a county and a city within that county can levy together is capped at 2%.

The San Bernardino County Transportation Authority (SBCTA) currently collects 0.75% per dollar of sales, of which 0.5% has been approved by the voters of San Bernardino, leaving 1.5% available for other local sales taxes.

If the County or other local districts or agencies pass additional local sales tax measures, those would also apply toward the cap. Once the 2% cap is met in Loma Linda, Loma Linda voters would no longer be able to implement a local sales tax measure to support local City services.

The City of Loma Linda would, instead, become part of the County funding pool and receive only a portion of those taxes to support its programs.

If Loma Linda voters approve a local 1% sales tax measure, which is still under the 2% cap, all the tax dollars from that measure will be allocated locally to Loma Linda to support its essential services.

Comparison of Local Sales Tax Rates

The proposed 1% measure will keep Loma Linda competitive with other cities in the region, many of which already have local sales tax rates equal to or higher than what is being proposed for Loma Linda (8.75%). The additional revenue generated by these cities has allowed them to make important investments in their communities. Ontario, for example, is receiving approximately $100 million more a year as a result of its local sales tax measure.

In 2022 alone, 70 cities in California pursued sales tax increases to generate revenues for their communities, with many others expected to consider tax increases in the future.

TAX RATES FOR SURROUNDING CITIES

8.75%	Ontario	7.75%	Highland
8.75%	Colton	7.75%	Grand Terrace**
8.75%	Redlands	7.75%	Fontana
8.75%	San Bernardino	7.75%	Rialto
8.75%	Riverside	7.75%	Rancho Cucamonga
9.00%	Montclair	7.75%	Calimesa
8.75%	Chino*	7.75%	Moreno Valley

*60.1% voter approval during 3/5/2024 election
** TUT under consideration
https://www.cdtfa.ca.gov/taxes-and-fees/rates.aspx

Sales Tax Break Down with Local Sales Tax Increase

The funding from the proposed Loma Linda Transactions and Use Tax measure would be generated locally, ensuring protection from seizure by the State or other entities. These funds would further empower the City to enhance essential services and infrastructure that are crucial to the Loma Linda community. This investment aims to sustain and enhance the quality of life for residents and businesses in Loma Linda. Increasing locally controlled revenue will stabilize Loma Linda's finances, enabling the City to maintain essential services that contribute to community safety and well-being.

Loma Linda	Tax Rate	Current Bradley Burnes Sales Tax	Proposed Transactions and Use Tax (Sales Tax)
California State Sales Tax	6.00%	$60.1M	$60.1M
San Bernardino County Special Tax	0.50%	$5M	$5M
San Bernardino County Sales Tax	0.25%	$2.5M	$2.5M
City of Loma Linda Sales Tax	1.00%	$10M	$10M
City of Loma Linda Transactions And Use Tax	1.00%	-	$7.9M
Total Combined Sales Tax	8.75%	$77.6M	$85.5M

Next Steps

To provide Loma Linda voters the option and opportunity of approving a 1% sales tax increase to fund critical City services, all present members of the Loma Linda City Council must unanimously approve Resolution No. 2024-26 declaring a fiscal emergency. This allows the City Council to proceed to call for a Special Municipal Election on November 5, 2024, to allow Loma Linda voters to consider a general tax measure to address the fiscal emergency.

By adopting Resolution No. 2024-26, the City Council may proceed to call for the Special Municipal Election on November 5, 2024 and requests its consolidation with the Statewide Primary Election. It also approves the ordinance enacting the 1% sales tax increase, subject to voter approval at the election. The resolution directs the City Attorney to prepare an impartial analysis of the measure and authorizes the Mayor on behalf of the City Council to prepare an argument in favor of the measure and a rebuttal of an argument filed against the measure if required.

A two-thirds (i.e., 4 Councilmembers) vote of all members of the City Council (Gov. Code Section 53724(b); Rev & Taxation Code Section 7285.9) will be required to pass Resolution No. 2024-27 to order the submission of the proposed sales tax ordinance to the voters.

On November 5, 2024, City of Loma Linda qualified voters would vote on the following ballot question:

Loma Linda Essential City Services Measure. To fund City of Loma Linda services such as maintaining 911 response times, sheriff/fire service levels; helping prevent property crimes/thefts; keeping public areas safe/clean; addressing homelessness; preserving/maintaining parks/open space/natural areas; repairing streets/potholes; for general services; shall the measure be adopted approving an ordinance increasing the sales tax by 1¢, providing approximately $7,900,000 annually until ended by voters; requiring audits, public spending disclosure, all funds used locally?	YES
	NO

Impact and Applicability

Should the majority of qualified voters (50% + 1) vote "Yes" on the proposed measure, a 1% increase to the City of Loma Linda sales tax will be enacted, generating approximately $7.9 million annually in General Fund revenue.

For those making applicable purchases in the City of Loma Linda, the sales tax will cost an additional .01¢ per $1.00 spent on taxable goods or 10¢ for every $10.00 spent. The proposed sales tax excludes groceries, medical and dental services, real estate, rent, utilities, education, personal services, and labor.

Additionally, a portion of the City's sales tax revenues are generated by non-residents, thus providing an opportunity for non-Loma Linda residents to contribute their fair share to the community while enjoying the City's amenities.

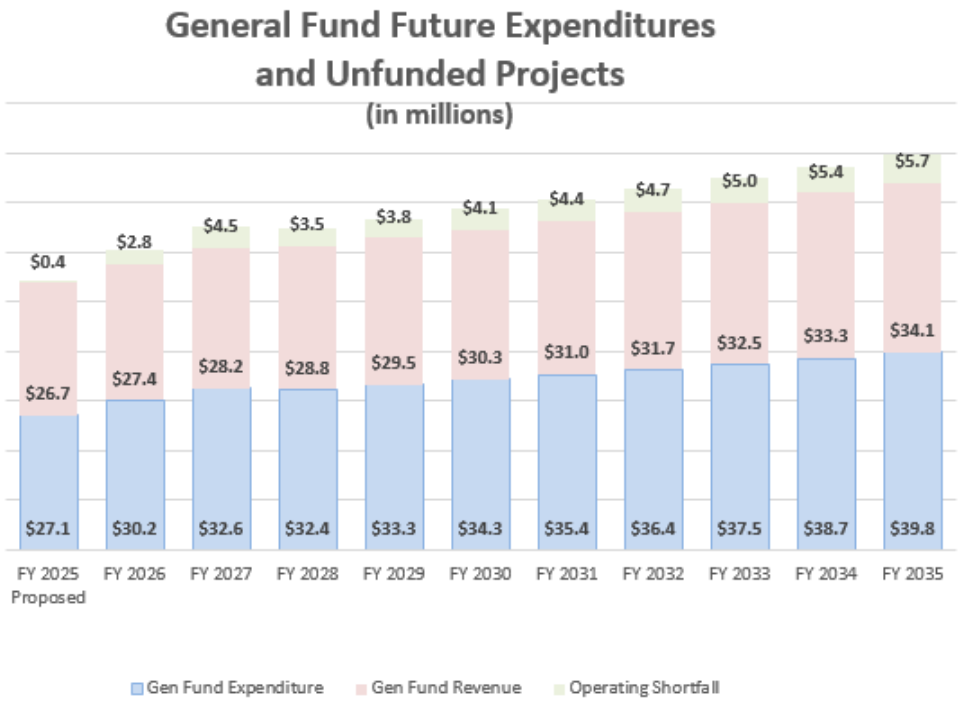
Increasing the sales tax by 1% is not likely to push residents and non-residents to shop in nearby cities instead of Loma Linda, as many cities adjacent to and nearby Loma Linda already have higher sales tax rates than Loma Linda, as previously noted.

Unfunded Projects

As previously mentioned, to balance the budget, positions have been reduced and employees have been forced to take on additional responsibilities and perform duties outside of their work scope. To support the preservation of the City's existing quality of life, it is essential the City consider re-establishing and adding necessary positions that can assist in preserving and maintaining the quality of life Loma Linda residents deserve. Addressing $4.4 Million of unfunded positions and neighborhood improvement projects over the next 5 years, new revenue is required. It is important to secure the needed revenues as soon as possible, given that the costs of these projects continue to rise over time, further exacerbating the budget deficits and the severity of the City's fiscal emergency. Many of these unfunded positions and projects are necessary for the well-being of the Loma Linda community as they support safe neighborhoods, quality infrastructure, and reliable, high-quality services that attract businesses and residents.

By enacting a 1% sales tax, the City will be able to address the budget imbalance and fiscal emergency as well as start to implement and fund important unfunded projects the City hopes to complete within the next 5 years, such as:

- Public Safety - $1.1M for Fire station #3 projected to be completed in fiscal year 2026-2027 and will assist in maintaining 911 emergency response times.
- Parks, Recreation, & Community Beautification - $500k for safe and updated playground equipment, maintenance of lighting and safety improvements; and restroom, ballfield, and courts improvements, $400k staffing and equipment of Community Center estimated to open in fiscal year 2026-2027.
- Miscellaneous Maintenance costs and Service contracts $460k for small equipment and tools, contractual agreements, traffic counts, Gap analysist and professional services for plan checks. All of which have been removed from recent budgets to avoid a greater shortfall.
- Position reinstatements or additions - $2M for fiscal year 2025-2026 but cost will increase each year due to cost of living increases in salaries, medical and retirement benefits. A total of 14 positions needed to ensure the City services continue can be maintained and improved.



Accountability

The City of Loma Linda Essential Services Measure includes numerous accountability provisions, such as public disclosure of all spending and annual independent financial audits, ensuring that funds from this measure will be used efficiently, effectively, and as intended. The City is required to publicly report on the expenditure of revenues, including the revenues generated by the proposed sales tax measure.

Importantly, the revenues generated by the measure will be under local control to provide general local services and will be spent on quality-of-life services and programs benefitting Lom Linda residents and businesses. By law, the State and County cannot take this funding away and the revenue benefits only the City of Loma Linda.

Overview of the City of Loma Linda Essential Services Measure

The ballot measure proposed for voter consideration:

- Enacts a 1 % local sales tax for general City purposes
- Will generate approximately $7.9 million annually
- Places all funds generated by the measure in the City's General Fund maintaining 911 response times, sheriff/fire service levels; helping prevent property crimes/thefts; keeping public areas safe/clean; addressing homelessness; preserving/maintaining parks/open space/natural areas; repairing streets/potholes; for general services; as determined each year by the City Council through the budget approval process
- Includes the funds generated by the sales tax in the City's annual independent audit
- Ensures that these locally generated revenues remain in Loma Linda

ENVIRONMENTAL

None

FINANCIAL IMPACT

Subject to approval by Loma Linda voters on the November 5, 2024 Special Municipal Election, a 1% local transactions and use tax (sales tax) would take effect pursuant to the timeline specified in Revenue and Taxation Code §7265, projected to be March 1, 2025. Staff estimates that a 1% local sales tax would generate additional annual revenues for the City of Loma Linda of approximately 7.9 million (based on FY 2023-24 sales tax projections). Should voters approve the proposed sales tax measure, amendments to the adopted FY 2024-2025 City budget will be brought to the City Council for consideration.

Under Revenue and Taxation Code § 7272, the California Department of Tax and Fee Administration (CDTFA) will assess the City charges to administer the new local sales tax based on actual costs, with a statutory maximum not to exceed $175,000.

San Bernardino County will incur additional costs by consolidating elections as requested by the City of Loma Linda. The City would be required to reimburse the County for the City's share of the applicable costs, estimated to be $40,000 based on past elections.

Additionally, the City will need to develop and make available to residents information about the proposed measure, resulting in costs related to public outreach and education, estimated to be $45,000.

The FY 2023-2025 Budget would be adjusted as follows:

001940-51830	General Government - Contractual Services	$25,000
0011940-51500	General Government Printing and Publishing	$20,000
0011100-51875	City Clerk – Elections	$40,000
0011940-51830	General Government Contractual agreements	$175,000
Total Supplemental Appropriation from Fund Balance		$260,000

ATTACHMENT

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, UNANIMOUSLY DECLARING A FISCAL EMERGENCY PURSUANT TO ARTICLE XIIIC SECTION 2(B) OF THE CALIFORNIA CONSTITUTION

WHEREAS, pursuant to Article XIIIC, Section 2(b) of the California State Constitution, an election to impose a general tax is required to be consolidated with a regularly scheduled general election for members of the governing body of the local government, except in cases of emergency declared by unanimous vote of the governing body; and

WHEREAS, the City Council may act to submit to the voters at the special municipal election to be held on November 5, 2024 (an election which does not include the election of a person to membership on the City Council) a question related to the imposition of a general tax, if a fiscal emergency is declared; and

WHEREAS, the City of Loma Linda ("City") faces severe budget pressures due to continued increases in operating expenditures significantly outpacing increases in revenue; and

WHEREAS, protecting the City's long-term financial stability is key to maintaining essential City services for residents and businesses, including police, 911 emergency medical response; preserving and maintaining parks, open space, and natural areas; repairing streets and potholes; maintaining clean and safe public areas, while addressing homelessness, and maintaining senior programming; and

WHEREAS, the City is facing a financial crisis. In Fiscal Year 2024-2025, the City shortfall is projected to be $407,000, with reserves covering the difference. Starting in Fiscal Year 2025-2026, the City is projecting a budget deficit of $1.7 million on average annually over the next ten years; and

WHEREAS, after reviewing the Fiscal Year (FY) 2024-2025 budget, which outlines $27.1 million in expenditures it is estimated that the City's current needs require an additional $1.7 million on average annually over the next ten years, which would deplete the $17.9 million currently in reserves by FY 2034-2035; and

WHEREAS, the City Council wishes to declare a fiscal emergency as that term is used in Article XIIIC, section 2(b) of the California State Constitution; and

WHEREAS, the City Council undertook a financially responsible approach to overcoming hurdles in the years during and after the recession and COVID-19 to balance the budget, which included reducing the City's workforce, eliminating programs, and deferring repairs and maintenance; and

WHEREAS, while having an operationally balanced budget, the City has approximately $2.5 million in unfunded positions that will progressively increase each year and $1.9 million in unfunded neighborhood improvement projects that, over time, will become more expensive to address; and

WHEREAS, unless addressed, the City will be facing challenges that may force essential City services and programs to be reduced or eliminated in the coming years if additional sources of revenue for the General Fund are not identified; and

WHEREAS, it will become more difficult to protect the City's valued quality of life programs and maintain essential City services including police, 911 emergency medical response; preserving and maintaining parks, open space, and natural areas; repairing streets and potholes; maintaining clean and safe public areas, while addressing homelessness, and maintaining senior programming; and

WHEREAS, additional locally controlled funding is needed to address service priorities including police, 911 emergency medical response; preserving and maintaining parks, open space, and natural areas; repairing streets and potholes; maintaining clean and safe public areas, while addressing homelessness, and maintaining senior programming; and

WHEREAS, local control over taxpayer dollars will help to ensure more money stays in the City for essential local services and help to maintain the level of service residents expect and deserve; and

WHEREAS, despite the City's sound management and disciplined control of its financial health, the City's ability to sustain local services in the future is seriously threatened by the fiscal crisis the City faces; and

WHEREAS, even with these fiscal difficulties, the City seeks to continue to maintain the same level of essential City services for the benefit of its residents, including police, 911 emergency medical response; preserving and maintaining parks, open space, and natural areas; repairing streets and potholes; maintaining clean and safe public areas, while addressing homelessness, and maintaining senior programming; and

WHEREAS, it is in the best interests of the public welfare of the residents and businesses of the City to avoid future cuts to essential City services; and

WHEREAS, the City's fiscal crisis herein described is of sufficient gravity and severity that the City Council may propose and allow the electorate to approve a one cent (1¢) Transactions and Use Tax, increasing the overall combined (state, county, district, and local tax rate in the City from 7.75% to 8.75%, to be in effect until ended by repealing of ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That the foregoing recitals are true and correct, and are incorporated herein by reference.

Section 2. The City Council hereby makes the following written findings supporting the declaration of said fiscal emergency:

A. The City projected during the mid-year budget review a budget shortfall of $8.9 Million City-wide and $490,200 in the General Fund with reserves covering the difference in Fiscal year 2023-2024;

B. The City will experience a budget shortfall of $407,000 in the General Fund with reserves covering the difference in Fiscal year 2024-2025;

C. The City is projected to see a budget deficit of $1.7 Million per year on average starting Fiscal Year 2025-2026 over the next 10 years;

D. The city is facing challenges that may force essential City services and programs to be reduced or eliminated in the coming years if additional sources of revenue for the General Fund are not identified;

E. The projected depletion of the $17.9 Million currently in reserves in the General Fund by Fiscal Year 2034-2035; and

F. The City Council has taken actions to eliminate programs and defer repairs and maintenance that did not affect essential services to the community, but reduced expenditures. However, to sustain the current levels of service, the City must consider additional revenue sources.

That based upon the foregoing, the City Council hereby unanimously finds and declares a fiscal emergency, as the term "emergency" is used in Article XIIIC, Section 2(b) of the California Constitution, now exists in the City of Loma Linda justifying calling for a special municipal election on November 5, 2024, in order that the City may propose, and the City voters may consider, adoption of a general tax measure intended to address that emergency by ensuring that the City has the resources necessary to preserve the public health, safety, and welfare in the future.

Section 3. That the City Clerk shall certify to the passage and adoption of this Resolution. This Resolution shall be effective immediately upon passage and adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Loma Linda , California, at a regular meeting held on 9th day of July, 2024.

AYES:

ABSENT:

NOES:

ABSTAIN:

_____

Phillip Dupper, Mayor

ATTEST:

_____

Lynette Arreola, City Clerk

RESOLUTION NO.___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, CALLING FOR THE PLACEMENT OF A GENERAL TAX MEASURE ON THE BALLOT AT THE NOVEMBER 5, 2024, SPECIAL MUNICIPAL ELECTION FOR THE SUBMISSION TO THE QUALIFIED VOTERS OF A PROPOSED ORDINANCE ADDING CHAPTER 3.34 to Title 3 ("TRANSACTIONS AND USE TAX") OF THE LOMA LINDA MUNICIPAL CODE TO ESTABLISH A ONE PERCENT (ONE CENT) GENERAL TRANSACTIONS AND USE TAX (SALES TAX) AND REQUESTING CONSOLIDATION OF THAT ELECTION WITH THE STATEWIDE GENERAL ELECTION ON THE SAME DATE; DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS OF THE MEASURE; AND PROVIDING FOR THE FILING OF ARGUMENTS AND REBUTTAL ARGUMENTS IN FAVOR OF AND AGAINST THE MEASURE

WHEREAS, the City Council of the City of Loma Linda is authorized to levy a Transactions and Use Tax for general purposes pursuant to California Revenue and Taxation Code §7285.9, subject to approval by a two-thirds vote of all members of the City Council and by a majority vote of the electorate pursuant to Article XXIIIC, §2 of the California Constitution ("Proposition 218"); and

WHEREAS, pursuant to California Elections Code §9222, the City Council has the authority to place initiative measures on the ballot to be considered at a Municipal Election; and

WHEREAS, the City Council would like to submit to the voters an initiative measure establishing a general Transactions and Use Tax ("TUT") on the sale and/or use of all tangible personal property sold at retail in the City at a rate of 1% or one cent (1¢); and

WHEREAS, the TUT is a general sales tax, the revenue of which will be placed in the City's general fund and will be used to pay for essential general City services; and

WHEREAS, revenue generated by this measure can be used to address community-identified spending priorities, such as: maintaining 911 response times, sheriff/fire service levels, helping prevent property crimes/thefts; keeping public areas safe/clean; addressing homelessness; preserving/maintaining parks/open space/natural areas; repairing streets/potholes; for general services; and

WHEREAS, it is desirable that the Special Municipal Election be consolidated with the Statewide Primary Election to be held on the same date and time that the City precincts, polling places, and election officers of the two elections be the same, and that the San Bernardino County Registrar of Voters canvass the returns of the Special Municipal Election and the election be held in all respects as if there were only one election; and

WHEREAS, in the course of conduct of the election it is necessary for the City to request that the Board of Supervisors of the County of San Bernardino permit the County Elections Official to provide services related to the Special Municipal Election to be held on November 5, 2024; and

WHEREAS, the Loma Linda Essential City Services Measure would raise the local sales tax by 1% and, if approved, would generate an estimated $7,900,000 each year of new and local revenue, until ended by voters, to protect and maintain essential City services that would directly benefit the residents and businesses of Loma Linda;

WHEREAS, on July 9, 2024, by unanimous approval, the City Council adopted Resolution No. 3225, declaring a fiscal emergency due to the severe future budget deficits projected; and

WHEREAS, the initiative ordinance to be considered by the qualified voters and

the terms of approval, and collection and use of the general TUT are described and provided for in the initiative ballot measure attached hereto as Exhibit "A" (the "Measure") and by this reference made an operative part hereof, in accordance with all applicable laws.

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

SECTION 1. Findings. The City Council finds that all of the preceding recitals are true and correct and are hereby incorporated and adopted as findings and determinations by the City Council as if fully set forth herein.

SECTION 2. Call for Consolidation of Special Municipal Election with the Statewide General Election on the same date.

A. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Loma Linda, California, on Tuesday, November 5, 2024, a Special Municipal Election for the purpose of placing an initiative on the ballot for a general transaction and use tax. As the interests of efficiency call for the consolidation of local elections with a statewide election to be held on the same date, the City Council hereby declares its intent to consolidate the Special Municipal Election with the Statewide General Election to be held on November 5, 2024. This Resolution constitutes the request for consolidation required by Elections Code Section 10403. The Loma Linda City Clerk shall forward a certified copy of this resolution to the Clerk of the San Bernardino County Board of Supervisors and the San Bernardino County Registrar of Voters (County Elections Official) at least 88 days prior to November 5, 2024.

B. All voting places, precincts, and election officials within the boundaries of the City of Loma Linda shall be the same as those for the Statewide General Election. The City Council hereby acknowledges that the consolidated election will be held and conducted in the manner prescribed by Elections Code Section 10418.

C. The Loma Linda City Council hereby requests approval from the San Bernardino County Board of Supervisors to authorize the County Elections Official to provide election services to conduct the Special Municipal Election.

D. The Loma Linda City Clerk is hereby authorized, instructed, and directed to coordinate with the County of San Bernardino Registrar of Voters to procure and furnish any and all official ballots, notices, printed matter, and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the Special Municipal Election.

E. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

F. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

SECTION 3. Submission of Measure. Pursuant to California Constitution, Article XIIIC, Section 2(b), California Elections Code §9222, California Revenue and Taxation Code §7285.9, and any other applicable requirements of the laws of the State of California relating to general law cities, the City Council hereby calls and orders to be held in the City of Loma Linda on Tuesday, November 5, 2024, a Special Municipal Election for the purpose of submitting the Measure attached hereto as Exhibit "A" and

incorporated herein by this reference to the qualified electors of the City.

SECTION 4. Pursuant to Revenue & Taxation Code Section 7285.91, Elections Code Section 9222, and Government Code Section 53724, the City Council hereby orders the following question regarding the adoption of an ordinance to be submitted to the voters at the special municipal election called for Tuesday, November 5, 2024:

Loma Linda Essential City Services Measure. To fund City of Loma Linda services such as maintaining 911 response times, sheriff/fire service levels; helping prevent property crimes/thefts; keeping public areas safe/clean; addressing homelessness; preserving/maintaining parks/open space/natural areas; repairing streets/potholes; for general services; shall the measure be adopted approving an ordinance increasing the sales tax by 1¢, providing approximately $7,900,000 annually until ended by voters; requiring audits, public spending disclosure, all funds used locally?	YES
	NO

SECTION 5. Conduct of Election. The City Clerk is authorized, instructed and directed to procure and furnish any and all official ballots, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. Notice of Election. Notice of the time and place of holding the election is hereby given, and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

SECTION 7. Arguments/Rebuttal Arguments. Pursuant to Section 9280 through 9287 of the California Elections Code, arguments for or against the measure and rebuttal arguments shall be submitted and selected as follows:

A. Pursuant to California Elections Code Section 9282, the City Council or any member thereof authorized by the City Council may prepare and file a written argument in favor of the proposed measure, not to exceed three hundred (300) words, on behalf of the City Council. In the event that an argument is filed against the measure, the Mayor is authorized to prepare a rebuttal argument on behalf of the City Council, which may also be signed by members of the City Council or bona fide associations or by individual voters who are eligible to vote on the measure.

B. The last day for submission of primary arguments for or against the measure shall be by 12:00 p.m. on August 19, 2024, pursuant to Elections Code Section 9286 and shall be accompanied by Statement Form 9600 pursuant to Elections Code Section 9600. All primary arguments may be changed or withdrawn until and including the last day for submission of primary arguments, after which time no arguments for or against the aforementioned measure may be submitted to the City Clerk.

C. Primary arguments (1) shall not exceed three hundred (300) words; (2) shall be filed with the City Clerk; and (3) shall be accompanied by the printed name(s) and signature(s) of the person(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of the principal officers who is the author of the argument.

D. In the event that more than one argument for or against the measure is timely submitted, the City Clerk shall be given preference and priority in the order set forth in California Elections Code Section 9287.

E. Pursuant to California Elections Code Section 9285, when the City Clerk has selected the arguments for and against the measure, which will be printed and distributed to the voters, the City Clerk shall send copies of the argument in favor of the measure to the authors of the argument against, and copies of the argument against to the authors of the argument in favor. Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument that it seeks to rebut.

F. The last day for submission of rebuttal arguments for or against the measure shall be by 12:00 p.m. on August 23, 2024, pursuant to Elections Code Section 9285 and shall be accompanied by Statement Form 9600 pursuant to Elections Code Section 9600.

G. Rebuttal arguments shall not exceed two hundred fifty (250) words and shall be signed by not more than five persons. The author or a majority of the authors of a primary argument relating to the aforementioned measure may prepare and submit a rebuttal argument. A rebuttal argument may not be signed by more than five (5) authors.

SECTION 8. Impartial Analysis. Pursuant to California Elections Code Section 9280, the City Council hereby directs the City Clerk to transmit a copy of the Measure as set forth herein to the City Attorney. The City Attorney shall prepare an impartial analysis of the Measure, not to exceed 500 words in length, showing the effect of the Measure on the existing law and the operation of the measure, and transmit such impartial analysis to the City Clerk. The analysis shall include a statement indicating whether the measure was placed on the ballot by a petition signed by the requisite number of voters or by the governing body of the City. In the event the entire text of the measure is not printed on the ballot, nor in the voter information portion of the sample ballot, there shall be printed immediately below the impartial analysis, in no less than

10-point bold type, a legend substantially as follows: “The above statement is an impartial analysis of Ordinance or Measure___. If you desire a copy of the ordinance or measure, please call the elections official’s office at (909) 799-2819 and a copy will be mailed at no cost to you.” The impartial analysis shall be filed with the City Clerk by 12:00 p.m. on August 19, 2024.

SECTION 9. The City Clerk shall cause the City’s Attorney’s Impartial Analysis, and duly selected arguments, to be printed and distributed to voters in accordance with State law regarding same.

SECTION 10. Filing with County. The City Clerk shall, not later than the 88th day prior to the Special Municipal Election to be held on Tuesday, November 5, 2024, file with the Board of Supervisors and the County Clerk - Registrar of Voters of the County of San Bernardino, State of California, a certified copy of this Resolution.

SECTION 11. The City Clerk is hereby authorized to utilize the services of the San Bernardino County Registrar of Voters to conduct the special election. The City of Loma Linda hereby agrees to pay the costs of those services as outlined by the current policy of the County Elections Department.

SECTION 12. Public Examination. Pursuant to California Elections Code Section 9295, this measure will be available for public examination for no fewer than ten (10) calendar days prior to being submitted for printing in the voter information guide. The Clerk shall post the notice in the Clerk's office of the specific dates that the examination period will run.

SECTION 13. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Resolution or its application to any person or circumstance is for any

reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution or its application to other persons and circumstances. The City Council of the City of Loma Linda hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

SECTION 14. Effective Date. This Resolution shall take effect immediately upon its adoption as a measure affecting an election.

SECTION 15. The City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of Loma Linda, California this 9th day of July, 2024, by the following vote:

AYES:
ABSENT:
NOES:
ABSTAIN:

_____
Phillip Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADDING CHAPTER 3.34 TO TITLE 3 OF THE LOMA LINDA MUNICIPAL CODE RELATED TO IMPOSING A GENERAL TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION (SUBJECT TO FINAL APPROVAL BY THE VOTERS AT THE TUESDAY, NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION)

WHEREAS, the City of Loma Linda is authorized to levy a Transactions and Use Tax for general purposes pursuant to California Revenue and Taxation Code §7285.9, subject to approval by a majority vote of the electorate pursuant to Article XIII(C), §2 of the California Constitution (Proposition 218); and

WHEREAS, pursuant to California Elections Code §9222, the City Council has the authority to place local measures on the ballot to be considered at a Municipal Election; and

WHEREAS, on July 9, 2024, the City Council adopted Resolution No. _____ ordering the submission to the voters of Loma Linda a measure to consider a one percent Transactions and Use Tax at the Special Municipal Election of November 5, 2024 (the "Measure"); and

WHEREAS, the City Council has reviewed the form and content of this Ordinance and by its adoption approves this Ordinance as the complete text of the Measure subject to approval by the voters of the City of Loma Linda.

NOW, THEREFORE, THE CITY COUNCIL AND THE VOTERS OF THE CITY OF LOMA LINDA HEREBY ORDAIN AS FOLLOWS:

SECTION I. Amendment to Code. Chapter 3.34 is hereby added to Title 3 the Loma Linda Municipal Code with the following provisions:

3.34.010. Title.

A. This chapter shall be known as the "2024 General Transactions and Use Tax Ordinance of the City of Loma Linda."

B. The City of Loma Linda hereinafter shall be called "City."

C. This ordinance shall be applicable in the incorporated territory of the City.

3.34.020. Operative Date.

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

3.34.030. Purpose.

This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the

California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.34.040. Contract with State.

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.34.050. Transactions Tax Rate.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 1% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

3.34.060. Place of Sale.

For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.34.070. Use Tax Rate.

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 1% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.34.080. Adoption of Provisions of State Law.

Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

3.34.090. Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

C. "A retailer engaged in business in the District" shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars ($500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

3.34.100. Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

3.34.110. Exemptions and Exclusions.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of

Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

SECTION II. Amendments. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

SECTION III. Enjoining Collection Forbidden. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

SECTION IV. Severability. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

SECTION V. Effective Date. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

SECTION VI. Termination Date. The tax imposed by this ordinance shall continue until this ordinance is repealed.

SECTION VII. Independent Audits. The City shall at least annually retain an auditor independent of the City to audit the accounting of the receipt and expenditures of the proceeds of the tax imposed by this ordinance to ensure compliance with its requirements. The City Council shall discuss the auditor's report at a regular Council meeting and the report shall be posted to the City's website.

SECTION VIII. Execution. The Mayor shall sign and the City Clerk shall attest to the adoption of this ordinance upon certification by the City Council of the results of the election approving this ordinance.

APPROVED AND ADOPTED this 23rd day of July, 2024.

_____
Phillip Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

I, Lynette Arreola, City Clerk of the City of Loma Linda, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. _____ of said City, which was introduced at a regular meeting of the City Council held on the 9th day of July, 2024, and finally passed not less than five (5) days thereafter at a regular meeting on the 23rd day of July, 2024, by the following vote, to-wit:

AYES: XX
NOES: XX

ABSTAIN: XX
ABSENT: XX

_____
Lynette Arreola, City Clerk

City of Loma Linda

Regular City Council Staff Report

Approve Demands Registers - July 9, 2024 [Finance]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 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 Demands Register - July 9, 2024.pdf

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707614	6/20/2024	1730	AFLAC	33650 June 24		AFLAC Insurance Premium June 2024	$1,548.39
						707614 Total	**$1,548.39**
707615	6/20/2024	7123	CHARTER COMMUNICATIONS HOLDINGS, LLC	231334701060124		Acct#231334701 - 2nd Fiber Line Svcs 05/01-05/31	$3,584.49
						707615 Total	**$3,584.49**
707616	6/20/2024	5502	FRONTIER COMMUNICATIONS	9097998064 June 24		Phone costs 6/10-7/9/2024	$43.77
						707616 Total	**$43.77**
707617	6/20/2024	3881	SB CO PROFESSIONAL FIREFIGHTER	SBFF June 2024		SB County Firefighters Dues June 2024	$3,680.60
						707617 Total	**$3,680.60**
707618	6/20/2024	1245	SO CALIF EDISON	700075862128 May 24		Electricity costs 5/7-6/5/24	$460.76
				700228347138 May 24		Electricity costs 5/13-6/11/2024	$1,599.27
						707618 Total	**$2,060.03**
707619	6/20/2024	7393	TEAMSTERS LOCAL 1932	PAEA June 24		PAEA Teamsters Dues June 2024	$689.78
						707619 Total	**$689.78**
707620	6/20/2024	7393	TEAMSTERS LOCAL 1932	PW June 2024		PW Teamsters Dues June 2024	$1,428.00
						707620 Total	**$1,428.00**
707621	6/20/2024	1261	THE GAS COMPANY	19406867366 May 24		STA 252 Gas costs 5/8/24 - 6/7/24	$14.79
						707621 Total	**$14.79**
707622	6/20/2024	304	TYLER TECHNOLOGIES, INC.	045-463311		Tyler Credit for Business License	-$851.74
				045-386841 A		Socrata Open Finance Initial Main Term	$5,000.00
						707622 Total	**$4,148.26**
707623	6/25/2024	7123	CHARTER COMMUNICATIONS HOLDINGS, LLC	0212906061424	1240140	Acct 8448400530212906 STA252- 6-14-7/13/2024	$34.95
						707623 Total	**$34.95**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707624	6/25/2024	3294	US POSTAL SERVICE	Request 06/20/2024		Postage for Mtr Acct#47718562	$1,000.00
						707624 Total	**$1,000.00**
707625	7/2/2024	7477	ANASTACIO ZUNIGA MADRIGAL	572	1240784	Studio Headshots for Planning Commission and Depar	$70.00
						707625 Total	**$70.00**
707626	7/2/2024	7053	MARLIN BUSINESS BANK	21312501	1240336	Printer lease agreement FY 23/24 JUN 2024	$3,245.85
						707626 Total	**$3,245.85**
707627	7/9/2024	7449	ALEXANDER FOWLER	Fowler-Instructor1	1240892	Tuition reimbursement for Instructor 1 class	$525.00
				FowlerS-212FallerIII	1240893	Tuition reimbursement for S-212 Faller III trainin	$442.00
						707627 Total	**$967.00**
707628	7/9/2024	7458	ASCENT AVIATION GROUP INC	M309924	1240710	Fuel Management System for Corp Yard	$17,767.57
						707628 Total	**$17,767.57**
707629	7/9/2024	3833	ATKINSON, ANDELSON, LOYA, RUUD, & ROMO	716180	1240028	Legal fees for labor advice & negotiations	$15,031.22
						707629 Total	**$15,031.22**
707630	7/9/2024	5589	BORDEN EXCAVATING, INC.	23-02-07	1230688	Construction of 1.6 MG Reservoir CIP 20-656	$1,213,988.61
						707630 Total	**$1,213,988.61**
707631	7/9/2024	5174	BRENT BILLINGSLEY	1373	1240101	Chlorine Tablets for Wells	$5,137.54
						707631 Total	**$5,137.54**
707632	7/9/2024	6174	CALIBER COLLISION	b6ef0c21	1240856	Body damage repair for PD581, per quote #b6ef0c21	$2,542.19
				dea334b6	1240857	Body damage repair for DI507, per quote #dea334b6	$3,607.70
						707632 Total	**$6,149.89**
707633	7/9/2024	7276	CEP-STAR CORPORATION	1623	1240842	STA 251 kitchen Demo & other repairs	$11,845.00
						707633 Total	**$11,845.00**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707634	7/9/2024	5311	CHRISTOPHER DEJONG	DeJong-Instructor1		Tuition reimbursement for Instructor 1 class	$525.00
						707634 Total	**$525.00**
707635	7/9/2024	7460	CINTAS CORPORATION NO. 3	4195742766	1240726	HazMat compliant uniforms & shop towel rentals Jun	$42.01
				4196429684		HazMat compliant uniforms & shop towel rentals Jun	$42.29
				4197172583		HazMat compliant uniforms & shop towel rentals Jun	$42.29
						707635 Total	**$126.59**
707636	7/9/2024	25	CINTAS CORPORATION NO 2	5215785804	1240042	First aid supplies 6/12/24	$382.30
						707636 Total	**$382.30**
707637	7/9/2024	841	CITY OF SAN BERNARDINO	2024-00000012	1240608	Animal Shelter Housing & on-call srcs Sept 2023	$2,660.00
				2024-00000013		Animal Shelter Housing & on-call srvs Oct 2023	$1,109.00
				2024-00000019		Animal Shelter Housing & on-call srvs Apr 2024	$1,109.00
						707637 Total	**$4,878.00**
707638	7/9/2024	3090	COMPRESSED AIR SPECIALTIES	00043097	1240887	Annual service Bauer VACA214 Air Compressor	$3,057.15
						707638 Total	**$3,057.15**
707639	7/9/2024	236	COSTCO WHOLESALE	478 9 22 80	1240076	Water for crew & diesel engine oil	$215.39
						707639 Total	**$215.39**
707640	7/9/2024	4228	D & W CONSULTING	2023-2013	1240890	WEED ABATEMENT SOFTWARE Fall 2023	$1,907.00
				2024-2003		WEED ABATEMENT SOFTWARE Spring 2024	$1,907.00
						707640 Total	**$3,814.00**
707641	7/9/2024	1279	DAILY JOURNAL CORPORATION	B3822605	1240085	Notice inviting Bids CIP 24-670	$370.30
						707641 Total	**$370.30**
707642	7/9/2024	5593	DINOSAUR TIRE & ROAD SRVS, INC.	124049	1240091	Flat repair	$65.76
						707642 Total	**$65.76**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707643	7/9/2024	7502	DONEL, GERARD	20112		UB 993767865 25839 MISSION	$0.18
						707643 Total	**$0.18**
707644	7/9/2024	2179	ENGINEERING RESOURCES OF	60362	1230692	Contract for Inspections & Project Mgt CIP20-656	$59,389.00
						707644 Total	**$59,389.00**
707645	7/9/2024	1521	FACILITIES PROTECTION SYSTEMS	86487	1240886	Supply & install new heat detector & horn/strobe	$1,738.00
				86459	1240004	Troubleshoot system @ City Yard	$360.00
						707645 Total	**$2,098.00**
707646	7/9/2024	331	FAIRVIEW FORD SALES, INC.	102213	1240005	Reservoir tank	$102.86
				100681		Brake master cylinder & brake fluid	$188.44
				100678		Thermostat & cooliant	$220.47
						707646 Total	**$511.77**
707647	7/9/2024	5256	FLYERS ENERGY, LLC	24-116307	1240008	Fire Dept. Fuel delivery 6/12/24	$1,208.60
				24-120507		Gasoline	$1,507.55
				24-125440		Fire Dept. Fuel delivery 6/24/2024	$3,898.62
						707647 Total	**$6,614.77**
707648	7/9/2024	7286	GENUINE PARTS COMPANY	144485	1240010	Fuelcap	-$21.74
				146252		Concrete saw & blade belt	$46.20
				146611		Battery for sewer lift station	$124.89
						707648 Total	**$149.35**
707649	7/9/2024	5458	HIRSCH PIPE & SUPPLY	9597395	1240000	Drain cleaner	$37.07
						707649 Total	**$37.07**
707650	7/9/2024	1965	J.L. LUZADAS	STmediLicLuzadas2024	1240884	State paramedic license renewal reimbursement	$300.00
						707650 Total	**$300.00**
707651	7/9/2024	7498	JACOB GUSTAFSON	Gustafso-Instructor1	1240896	Tuition reimbursement for Instructor 1 class	$525.00
						707651 Total	**$525.00**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707652	7/9/2024	5144	JAMES D. HUSS JR.	24007	1240086	Weed Abatement APN 028-420-247	$315.00
				24008		Weed Abatement for APN 028-124104/108/109	$4,000.00
				24009		Weed Abatement for APN 028312168	$820.00
						707652 Total	**$5,135.00**
707653	7/9/2024	2571	K.D. ACOUSTICS	5947	1240843	STA251 Kitchen ceiling removal & replacement	$4,429.00
						707653 Total	**$4,429.00**
707654	7/9/2024	6071	KELLERMEYER BERGENSONS SERVICE	INV90003181551	1240167	Community Room Cleaning June 2024	$900.00
						707654 Total	**$900.00**
707655	7/9/2024	2045	LOMA LINDA HEATING & AIR CONDITIONING, INC.	13606682	1240865	Re-route ductwork STA 251 kitch completed 6/17/24	$1,940.00
						707655 Total	**$1,940.00**
707656	7/9/2024	1733	LOWE'S COMPANIES, INC.	81500	1240038	Anchor/Bolts for mural polycarbonate sheet	$90.68
						707656 Total	**$90.68**
707657	7/9/2024	7445	LUIS A CALDERON	LCE-LC06112024R05	1240889	Electrical work for STA251 Kitchen Remodel	$6,824.77
						707657 Total	**$6,824.77**
707658	7/9/2024	7501	MATTHEIS, JAY	20111		UB 381187100 26253 CRESTHAVEN	$3.27
						707658 Total	**$3.27**
707659	7/9/2024	3172	MCC EQUIPMENT RENTALS, INC.	223-47-TM	1230720	Waterline Improvement on Beaumont Ave CIP 20-657	$120,275.79
						707659 Total	**$120,275.79**
707660	7/9/2024	2099	MCCROMETER, INC.	8004083	1240629	Sewer Flow Meter Monitoring Srv Contract June 2024	$1,170.00
						707660 Total	**$1,170.00**
707661	7/9/2024	7500	MERITAIN HEALTH	RefundRun#23-729015		Refund for overpayment for Run#23-729015	$59.78
						707661 Total	**$59.78**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707662	7/9/2024	662	MULTI W SYSTEMS, INC.	32430818	1240827	Repair pump #2, which has a oil leak on the shaft	$2,724.00
				32430828	1240481	New sewer lift station for Juanita St. CIP 21-511	$166,002.48
						707662 Total	**$168,726.48**
707663	7/9/2024	667	MUNIMETRIX SYSTEMS CORP	2407-1129	1240046	Maint Fee for Clerks Index Prog June 2024	$39.99
						707663 Total	**$39.99**
707664	7/9/2024	7503	MUNIR, IQBAL	20113		UB 993766814 11207 DUMETZ	$73.26
						707664 Total	**$73.26**
707665	7/9/2024	5992	RALPH MUNOZ	7704321		Grade T2 R. Munoz Reimb	$65.00
						707665 Total	**$65.00**
707666	7/9/2024	1935	NARCISCO VALDOVINOS	001188	1240248	Misc Landscape repairs in LMD area June 2024	$4,753.10
				001189	1240247	Misc Landscape/Irrigation Repairs Barton Rd. June	$673.00
				001184	1240244	Landscape Maint Contract - Barton Rd Median June	$4,464.87
				001185	1240243	Landscape Maintenance in the LMD Area June 2024	$15,106.67
				001186	1240245	Landscape Maint Contract-Miss, Htg Pk Med June	$1,037.37
				001187	1240246	Landscape Maint Contract So Barton Pkwy June 2024	$692.56
						707666 Total	**$26,727.57**
707667	7/9/2024	2917	NEW IMAGE COMMERCIAL FLOORING	15443	1240823	Carpet tiles for 2nd story of Library	$12,068.00
						707667 Total	**$12,068.00**
707668	7/9/2024	7291	NEW TANGRAM, LLC	684960	1240860	Ergonomic Office Chair	$769.96
						707668 Total	**$769.96**
707669	7/9/2024	7088	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA,	83340758	1240047	Physical for V. Gomez	$45.00
						707669 Total	**$45.00**
707670	7/9/2024	7176	ODP BUSINESS SOLUTIONS, LLC	370813204001	1240048	Printer toner	$90.74
				370810441001		Cyan and magenta toner	$181.47
				369909016001		Ruler	$4.58

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
				369899481001		Binders, paper clips, paper	$169.28
						707670 Total	**$446.07**
707671	7/9/2024	7282	ORKIN SERVICES OF CALIFORNIA, INC.	266808560	1240858	Ear wig abatement srv for STA251 srv date 6/20/24	$135.00
				260602832	1240204	Pest control Svc Station 251 date of srv 6/20/2024	$169.99
				260601838	1240187	Pest control services for 25964 Mission June 2024	$161.99
						707671 Total	**$466.98**
707672	7/9/2024	1592	PHOENIX GROUP INFORMATION SYST	052024123	1240329	Delinquent parking ticket recovery prgm 05/2024	$700.11
				052024903	1240330	Parking Permit Management May 2024	$786.00
				0520241143	1240331	Code & Animal Admin Citation May 2024	$101.32
						707672 Total	**$1,587.43**
707673	7/9/2024	6201	POPPIE BAWATA	06232024		Reimbursement of half hour on 6/23/24	$15.00
						707673 Total	**$15.00**
707674	7/9/2024	4458	PRINTING & PROMOTION PLUS, INC.	91065	1240882	Envelopes for Prop 218 Trash Rate Increase	$724.28
				91042	1240878	SB 1383 Organics Recycling mailing to residents	$2,658.85
				91060	1240837	Business Cards for Building and Safety D. Cook	$81.43
				91040	1240785	Business Cards Community Development N.Campbell	$96.43
						707674 Total	**$3,560.99**
707675	7/9/2024	7306	ROADPOST USA INC	RU08361986	1240894	Satellite service fees for PTT, mall Talkgroup & N	$235.17
						707675 Total	**$235.17**
707676	7/9/2024	4999	ROGERS, ANDERSON, MALODY & SCOTT, LLP	75487	1240746	Interim Audit for FY 2024 - City	$10,000.00
						707676 Total	**$10,000.00**
707677	7/9/2024	876	SAN BERNARDINO MUNICIPAL WATER	MAY 2024		SB Sewer payments collected May 2024	$284,285.11
						707677 Total	**$284,285.11**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
707678	7/9/2024	7127	SCA OF CA, LLC	158342PS	1240501	Street Sweeping Srvs FY 2023-24 June 2024	$6,094.08
						707678 Total	**$6,094.08**
707679	7/9/2024	3698	SCOTT ZEHM	06192024	1240168	City Hall Fountain Maintenance Svc for June 2024	$150.00
						707679 Total	**$150.00**
707680	7/9/2024	7499	SHAWN W. PRICE	RefundRun#23-446323		Refund for overpayment for Run#23-446323	$375.00
						707680 Total	**$375.00**
707681	7/9/2024	865	SN BERNARDINO CO SHERIFF DEPT	25332	1240147	Sheriff Services-Q3 Gen. Services & Overtime	$75,709.47
				25373	1240891	Sheriff Services-Special Event-Reimbursable	$1,929.40
						707681 Total	**$77,638.87**
707682	7/9/2024	1356	STAPLES BUSINESS ADVANTAGE	6004706233	1240064	Utility billing door hanger notices	$55.80
				6004706237		Water filter, binders	$77.49
				6004706239		Paper, correction tape	$295.69
				6004706235		Scanner	$204.71
						707682 Total	**$633.69**
707683	7/9/2024	2127	T. JARB THAIPEJR	06212024		Lunch for Budget Meeting w CM & Mayor	$35.06
						707683 Total	**$35.06**
707684	7/9/2024	7199	THE LLOYD PEST CONTROL CO, INC.	8427214	1240254	Gopher control services for Civic Center Apr 2024	$300.00
				8455879		Gopher control services for Civic Center May 2024	$300.00
				8490549		Gopher control services for Civic Center Jun 2024	$300.00
						707684 Total	**$900.00**
707685	7/9/2024	1804	THE SUN	900370663 05/31/24	1240897	26 week newspaper subscription #900370663	$550.84
						707685 Total	**$550.84**
707686	7/9/2024	2180	TKE ENGINEERING, INC.	2024-5021	1240317	2016 Water BD Cont. Disc., LLCCP Cons. & CD cons.	$1,247.50
				2024-5008		Consulting Services for Water, LLCCP & SLA	$7,240.00
						707686 Total	**$8,487.50**

CITY OF LOMA LINDA
VOUCHER LIST
7/9/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION		AMOUNT
707687	7/9/2024	1854	UNDERGROUND SERVICE ALERT OF	23-2426107	1240150	Dig Alert State Regulatory Fee June 2024		$38.63
				620240154	1240149	Dig Alert Tickets June 2024		$81.75
							707687 Total	**$120.38**
707688	7/9/2024	1977	VULCAN MATERIALS	74037277	1240082	Asphalt & oil		$244.52
				74040239		Agg & asphalt 6/21		$109.29
							707688 Total	**$353.81**
707689	7/9/2024	7446	WCS DISTRIBUTING, INC.	707691	1240885	Turbine spray gun nozzle with fittings		$323.40
							707689 Total	**$323.40**
707690	7/9/2024	1622	WILLDAN FINANCIAL SERVICES	002-31975	1240888	Tract 20403 & 20404 Map Review - May 2024		$6,930.00
							707690 Total	**$6,930.00**
707691	7/9/2024	4353	WITTMAN ENTERPRISES, LLC	2405069	1240308	Medical billing services - May 2024		$790.17
							707691 Total	**$790.17**
							Grand Total	**$2,128,818.47**

CITY OF LOMA LINDA
VOUCHER LIST
6/20/2024

VOUCHER	DATE	VENDOR	VENDOR NAME	INVOICE	P.O.	INVOICE DESCRIPTION	AMOUNT
396206	6/18/2024	454	MissionSquare	2024061800396206		457 Plan Contributions-06/02 through 06/15/2024	$22,042.89
62186	6/24/2024	1044	U.S. Bank	2024062100062186		Water Revenue Refunding Bonds Debt Service Pymt	$313,284.63

Total Wires: $335,327.52

Total Checks (Total from previous page): $2,128,818.47
Grand Total = $2,464,145.99

PAYROLL: 07/03/2024 $416,477.45

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.707614 through 707691 and wire nos. 396206 & 62186 for a total disbursement of $2,464,145.99 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 July 9, 2024 and the City Treasurer is hereby to pay except as noted.

Phillip Dupper, Mayor

City of Loma Linda

Regular City Council Staff Report

Approval of Minutes June 11, 2024 [City Clerk]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3B

To	From
City Council	Lynette Arreola, City Clerk

Approval of Minutes for Regular City Council held on June 11, 2024.

Attachments

Regular-City-Council-06-11-2024-minutesdraft

**** The following document is a draft of the minutes and the not the official approved minutes ****

Minutes for the Regular City Council

25541 Barton Road, Loma Linda, CA 92354

June 11, 2024, 5:30 PM - June 11, 2024, 9:08 PM

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

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

1. Call to Order

1A. Call to Order- 8:35 PM

The meeting was called to order at 5:30 pm and immediately recessed to consider the Closed Session as listed. The Regular Meeting reconvened at 8:07 pm with all members present; Councilman Rigsby participated via Zoom at 8:15 pm.

1B. Roll Call- 8:35 PM

Council Member Rhodes Rigsby participated via Zoom; all other Council Members were present.

Staff Present:

T. Jarb Thaipejr, City Manager

Diane Robbins, City Attorney

Lynette Arreola, City Clerk

Sonia Fabela, Finance Director

Lorena Matarrita, Community Development Director

Dan Harker, Fire Chief

Nicole Campbell, Associate Planner

Andrew Sanchez, Information Systems

Lt. Kaysie Smith, San Bernardino County Sheriff's Department

1C. Closed Session - 5:30 PM - 8:35 PM

City Attorney Robbins stated that the City Council met in Closed Session to discuss the two items as noted on the agenda. She mentioned that direction was given to staff, and no action was taken.

1D. Invocation and Pledge of Allegiance - Councilwoman Spencer-Hwang- 8:35 PM

The Invocation and Pledge of Allegiance was led by Councilmember Spencer-Hwang.

1E. Items to be Added or Deleted- 8:35 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)- 8:35 PM

Cotie Williams, Director of the PossAbilities Program, and Zane Browning stated that they will be hosting the US Paralympics Cycling Time Trial in Loma Linda scheduled for July 7, 2024. At this event, Team USA will select 5 men and 5 women and 3 alternates to compete in the Paris Paralympics representing Team USA. Mr. Browning also discussed the technical and logistical aspects of the race.

Andrea De Leon introduced herself as the new Executive Director for the Chamber of Commerce. She expressed her appreciation for the warm welcome from the City staff and stated her hopes of serving the city and business community effectively.

Kyle MacGavin, Representing the Unrepresented Miscellaneous Management/Confidential City Employees, spoke on behalf of the group in relation to the labor negotiations pertaining to wages and benefits. He highlighted the collective years of service and institutional knowledge within the group.

1G. Conflict of Interest Disclosure- 8:35 PM

No conflicts of interest were noted.

2. Scheduled and Related Items

2A. Public Hearing (Continued from May 14, 2024) - Tentative Tract Map No. P22-264 (TTM 20467) and Precise Plan of Design No. P22-266 - a request to demolish a single-family home and develop a single-family residential subdivision, comprised of nine (9) residential lots, one (1) lettered lot, and a new public street. The site is located on Park Avenue, west of Curtis Street, and east of Coloma Street, within the Low Density Residential (R-1) General Land Use designation and Zoning District. (APN:0283-162-20) [Community Development]- 8:35 PM

Associate Planner Campbell presented the report into evidence, summarizing that the project was continued from May 14, 2024, for the applicant to revise the site plan to address parking concerns. She noted that the applicant worked with City staff, revised their site plan, and widened the driveways while ensuring compliance with City codes. She summarized five (5) Conditions of Approval discussed and recommended by the Planning Commission and City Council that included a 6-foot block wall along the western property line; decomposed granite walking path along the western curb, installing bollard lighting along the western property line; establishing drainage solutions; and widening the driveways. Since the five conditions are not part of the project's conditions of approval, she reminded that adding any or all of the conditions should be part of the motion.

Councilmember Popescu thanked the applicant for working with City staff to make the modifications to address his parking concerns. He was satisfied with the revised plan and the five Conditions of Approval in the staff's presentation.

The public hearing was opened at 8:30 pm.

Mr. Stewart expressed concern about water drainage from the project development that will impact adjacent residential properties. Associate Planner Campbell noted that it was an added condition where the applicant shall work with staff to establish a drainage solution to facilitate drainage from the east adjacent property.

Alex Mucino, the applicant, stated that he had no objections to the five added conditions in the staff's presentation.

The public hearing was closed at 8:34 pm.

Motion by Ovidiu Popescu, seconded Ronald Dailey, and passing by a vote of 5-0-0-0 to Determine *that the project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant Section No. 15332, (Class No. 32, In-Fill) and direct staff to file a Notice of Exemption; to APPROVE Tentative Tract Map No. P22-264 (Map 20467) to subdivide a 2.8-acre parcel and create nine (9) single-family residential lots, one (1) letter lot for a storm-water drainage basin, and a new public street with associated street and landscaping improvements; and, to APPROVE Precise Plan of Design No. P22-266 for the demolition of an existing single-family residence and the construction of nine (9) single-family residences each featuring its own Accessory Dwelling Unit based on the Findings and Conditions contained in the staff report and subject to the five added Conditions noted in the presentation.*

2B. Public Hearing - Council Bill #R-2024-22 - A Resolution to Approve the Annual Report and Assessments for the Landscape Maintenance District 1 for Fiscal Year 2024-25- 8:35 PM

City Manager Thaipejr presented the report into evidence stating that the preliminary Annual Report and Assessment for the Landscape Maintenance Maintenance District 1 for Fiscal Year 2024-25 was presented on May 14, 2024; that the adoption of the proposed resolution would approve the assessment for each property within the Landscape Maintenance District; and that the total assessment will be $468,177 and the total expenditures were estimated to be $669,981, the difference would be offset by the General Fund.

The public hearing was opened and closed with no public participation.

Motion by Ovidiu Popescu, seconded Rhodes Rigsby, and passing by a vote of 5-0-0-0 To Adopt *Council Bill #R-2024-22, RESOLUTION NO. 3221, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, CALIFORNIA DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2024/2025 IN LANDSCAPE MAINTENANCE DISTRICT NO. 1, AN ASSESSMENT DISTRICT; DECLARING THE WORK TO BE OF MORE SPECIAL THAN GENERAL PUBLIC BENEFIT; SPECIFYING THE EXTERIOR BOUNDARIES OF THE AREAS WITHIN LANDSCAPE MAINTENANCE DISTRICT NO. 1 TO BE ASSESSED THE COST AND EXPENSE THEREOF; DESIGNATING SAID DISTRICT AS LANDSCAPE MAINTENANCE DISTRICT NO. 1, DETERMINING THAT THESE PROCEEDINGS SHALL BE TAKEN PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972; AND OFFERING A TIME AND PLACE FOR THE PUBLIC HEARING*

2C. Public Hearing - Council Bill #R-2024-23 - A Resolution to Approve the Annual Report and Assessments for the Street Light Benefits Assessment District for Fiscal Year 2024-25- 8:35 PM

City Manager Thaipejr presented the report into evidence stating that the preliminary Annual Report and Assessment for the Street Light Benefits Assessment District for Fiscal Year 2024-25 was presented on May 14, 2024; that the adoption of the proposed resolution would approve the assessment for each property within the Street Light Benefits Assessment District; and that the total assessment will be $365,191 and the total expenditures were estimated to be $457,900, the difference would be funded with the previous year carry over.

The public hearing was opened and closed with no public participation.

Motion by Rhodes Rigsby, seconded Ronald Dailey, and passing by a vote of 5-0-0-0 To Adopt *Council Bill #R-2024-23, RESOLUTION NO. 3222, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, CALIFORNIA DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2024/2025 IN STREET LIGHT BENEFIT ASSESSMENT DISTRICT NO. 1, AN ASSESSMENT DISTRICT; DECLARING THE WORK TO BE OF MORE SPECIAL THAN GENERAL PUBLIC BENEFIT; SPECIFYING THE EXTERIOR BOUNDARIES OF THE AREAS WITHIN STREET LIGHT BENEFIT ASSESSMENT DISTRICT NO. 1 AND TO BE ASSESSED THE COST AND EXPENSE THEREOF; DESIGNATING SAID DISTRICT AS STREET LIGHT BENEFIT ASSESSMENT DISTRICT NO. 1, DETERMINING THAT THESE PROCEEDINGS SHALL BE TAKEN PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972; AND OFFERING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO*

2D. Public Hearing - Council Bill #O-2024-04 - An Ordinance of the City Council of the City of Loma Linda repealing Ordinance 712, which will remove Chapter 17.105 Formula-Based Fast Food Restaurants of the Loma Linda Municipal Code in its entirety- 8:36 PM

Public Hearing was opened at 8:42 PM and closed at 8:47 PM

Community Development Director Matarrita presented the report into evidence stating that the proposal is to repeal Ordinance 712 removing Chapter 17.105, which currently imposes restrictions on fast food restaurants with drive-throughs. The repeal would lift the ban on drive-throughs. She provided the history of when the Ordinance was adopted in 2013. She noted that since the ban, there had been significant changes particularly driven by the pandemic shifting dining habits. She noted that at a budget workshop in March, community members highlighted the need for drive-throughs to serve Loma Linda's daytime population and the convenience for those with accessible needs. She further discussed the adoption of the Ordinance would amend the allowable uses table, permitting drive-throughs in most commercial areas with a Conditional Use Permit, and would also introduce special use regulations to additional development standards specific to drive-throughs. She noted that public noticing was done as required by the Code. To date, the City had not received comments in opposition to the Code Amendment. She noted that the Planning Commission approved the Ordinance on June 5.

Councilmember Rigsby inquired from Councilmember Spencer-Hwang about the opinion of her colleagues, who were the primary proponents of the adoption of Chapter 17.105, as to the removal of the restriction. Councilmember Spencer-Hwang stated that the majority of her colleagues she spoke with agreed that COVID has changed how public health views drive-throughs.

Milford Harrison supported the adoption of the Ordinance. He noted his involvement with the first drive-through in Loma Linda, pointing out that the design aspects of the drive-through must be carefully considered under the Conditional Use Permit process to maintain the community's aesthetics.

Andrea De Leon, Executive Director of the Chamber of Commerce, expressed support for lifting the drive-through ban, which will generate tax revenue for the City.

Maria Rosas, Government Affairs of the Western Region for Starbucks, supported the adoption of the ordinance. She noted that communities are finding that drive-throughs when carefully designed in alignment with the vision of the leadership of the community, are a great asset.

The public hearing was closed.

Discussion ensued regarding the City scheduling a second regular meeting on June 25 to address the City's 2024-25 Fiscal Year Budget for City Council action, pending ongoing labor negotiations. However, if the draft budget is not ready by June 25, City Attorney Robbins stated that the Council would need to adopt a resolution allowing the City continued authority to pay bills. It was also discussed to schedule the second ordinance reading for June 25.

Motion by Ron Dailey, Seconded by Rhonda Spencer-Hwang and passed by a vote of 4-1-0-0, Opposed by Popescu, to Determine that Development Code Amendment is not subject to CEQA requirements per §15378, as it does not commit to any specific project with potential environmental impacts. Additionally, the ordinances are exempt under §15061(b)(3), the common sense rule, which states these actions have no environmental effect; and to Introduce Council Bill #O-2024-04 on first reading and set second reading to July 23, 2024, An Ordinance of the City Council of the City of Loma Linda repealing Ordinance 712, which will remove Chapter 17.105 Formula-Based Fast Food Restaurants of the Loma Linda Municipal Code in its entirety, and amending Chapter 17.40 Commercial and Industrial Zones (BP, CO, C-1, C-2, and CM) to allow Fast Food Restaurant With Drive-Through in the BP, C-1, C-2, and CM Zones subject to a Conditional Use Permit and specific use regulations, and amending applicable definitions in Chapter 17.02 Introduction and Definitions for consistency purposes throughout the Development Code.

Councilmember Popescu noted that, when the drive-through ban was adopted, he believed it was for the right reasons; to maintain Loma Linda as a healthy living, Blue Zone city. Although he frequently uses drive-throughs, he believes that banning them helps keep Loma Linda a nice place. He added that he has not been persuaded that drive-throughs will generate much revenue, but, from personal research, will contribute to other negative matters.

3. Consent Calendar

Regarding Agenda Item 3G, Councilmember Popescu thanked the San Manual Band of Mission Indians for the generous contribution to the Fire Department.

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

3A. Demands Register - May 28, and June 11, 2024 [Finance]- 8:53 PM

Approved the Demands Registers dated:

- May 28, 2024, with commercial demands totaling $1,733,557.62, and Payroll dated May 23, 2024, totaling $393,693.03; and
- June 11, 2024, with commercial demands totaling $746,905.52, and Payroll dated June 6, 2024, totaling $375,076.16.

3B. Approval of Minutes April 23, 2024- 8:53 PM

Approved minutes as submitted.

3C. Approval of Minutes May 14, 2024- 8:53 PM

Approved minutes as submitted.

3D. Treasurer's Report - May 2024 [Finance]- 8:53 PM

Accepted for filing.

3E. Fire Department's Activity Report - May 2024 [Fire]- 8:53 PM

Accepted for filing.

3F. Approve Revised Animal Shelter Service Agreement with City of San Bernardino [Fire]- 8:53 PM

Approved revised Animal Shelter Service Agreement with the City of San Bernardino.

3G. Accept Grant Donation of Electrocardiograms (ECG) [Fire]- 8:53 PM

Accepted grant donation by San Manual Band of Mission Indians.

3H. Council Bill #R-2024-21 - A Resolution to Add Canyon Ranch Annexation Area (Annexation Area 70; LAFCO 3259) to Council District 4 [Administration]- 8:53 PM

Adopted R-2024-21.

RESOLUTION NO. 3223

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, DECLARING THAT ANNEXED TERRITORY IS ADDED TO COUNCIL DISTRICT 4

3I. Notice of Completion - Upgrade of the Audio and Visual Equipment in the Council Chambers- 8:53 PM

Accepted this project as substantially complete and authorized the City Clerk to file the Notice of Completion.

3J. Agreement for Professional Services with Romo Planning Group [Community Development]- 8:53 PM

Approved Agreement with Romo Planning Group to prepare Environmental review documents for Precise Plan of Design No. P23-180 Loma Linda University Building Pediatric Medical Office Building; and authorized funds to be deposited as pass-through fee in the amount of $69,500 with a 10% contingency fee.

3K. Approve Agreement with Synoptek to Provide Managed Services [Information Systems]- 8:53 PM

Awarded contract for Managed Information System services to Synoptek for $97,126.68.

4. Old Business

No scheduled items.

5. New Business

5A. Develop a Revenue Generating Committee [Councilwoman Spencer-Hwang]- 8:54 PM

Councilmember Spencer-Hwang requested to place this item on the agenda to discuss developing a revenue-generating committee, 7-9 members, appointed by the Council, with the task to develop a proposal strategically identifying resources to generate revenue, attracting new businesses and enhancing existing businesses while maintaining a focus on the City's identity as a Blue Zone city as well as the City's motto of Health and Prosperity. She suggested networking and finding interested members from other cities or businesses having the same health and wellness component in their operations. She noted there is interest from the Randall Lewis Foundation for Center for Innovation and Entrepreneurship from Claremont McKenna College that can offer assistance. She stated that she could reach out to other cities with revenue-generating committees and inquire about their successes.

Mayor Dupper supports this idea, especially given the City’s financial challenges. He suggested partnering with the Chamber of Commerce and business leaders, as well as capitalizing on resources offered at conferences.

Mayor pro tempore Dailey noted the importance of identifying members who have the expertise and knowledge and who can fully contribute.

Councilmember Popescu stated that, although a Committee would help guide the Council, he believed this would require a professional firm that would prepare a city business plan, would have the expertise to work with developers and business owners, and could accomplish the goals set forth.

It was the consensus to place on the agenda for continued discussion and action.

6. Reports

6A. Reports of Council Members- 9:05 PM

Councilmember Popescu stated that invited by ESRI to join the Sr. Executive Summitt on July 14, 2024, in San Diego. He noted that even though the City has a contract with ESRI, they have several services on how to improve operations; address homelessness; and apply for grants. He noted that they have massive data that the City can take advantage of. He will report back. He thanked staff for working with the applicant on the Park Street project.

Mayor pro tempore Dailey reported weeds growing in the median on Mt. View Ave.

6B. Reports Of Officers- 9:07 PM

7. Adjournment

The meeting adjourned at 9:08 pm. to the regular meeting of June 25, 2024.

City of Loma Linda

Regular City Council Staff Report

Approval of Minutes June 20 & 25, 2024 [City Clerk]

Meeting	Agenda Group	
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar	Item: 3C

To	From
City Council	Lynette Arreola, City Clerk

Approval of Minutes for Special and Regular City Council held on June 20 & 25, 2024

Attachments

Special City Council 06-20-24 Draft Minutes.pdf
Regular City Council-06-25-2024-minutesDraft.pdf

** **The following document is a draft of the minutes and the not the official approved minutes** **

Minutes for the Special City Council Meeting

25541 Barton Road, Loma Linda, CA 92354

June 20, 2024, 6:00 PM - June 20, 2024, 6:05 PM

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

- **Phillip Dupper,** Mayor
- **Ronald Dailey,** Mayor pro tempore
- **Ovidiu Popescu,** Councilmember
- **Rhonda Spencer-Hwang,** CouncilMember via Zoom

Absent:

- **Rhodes Rigsby,** Councilmember

1. Call to Order

1A. Call to Order- 6:00 PM

1B. Roll Call- 6:00 PM

Council Member Rhodes Rigsby was absent; Council Member Spencer-Hwang was participating via Zoom; all other Members were present.

Staff Present

T. Jarb Thaipejr, City Manager

Diane Robbins, City Attorney via Zoom

Lynette Arreola, City Clerk

Andrew Sanchez, Customer Support Technician

1C. Invocation and Pledge of Allegiance- 6:00 PM

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

1D. 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)- 6:02 PM

No oral reports upon invitation by the Mayor.

1E. Conflict of Interest Disclosure- 6:02 PM

No conflicts of interest were noted.

2. Scheduled and Related Items

2A. JOINT MEETING OF THE CITY COUNCIL AND HOUSING AUTHORITY - Adopting Resolutions Authorizing Continued Expenditures Under the Prior Year's Budget- 6:02 PM

Public Hearing was opened at 6:03 PM and closed at 6:03 PM

The Joint Meeting of the City Council and Housing Authority was called to order by the Mayor.

City Manager Thaipejr stated that, since the Fiscal Year 2024-2025 Budget will not be approved by the end of the fiscal year, the City requested the Council to adopt a Continuing Resolution authorizing continued expenditures under the prior year's budget as noted in the report.

Motion by Ronald Dailey, seconded Ovidiu Popescu, and passing by a vote of 4-0-0-1, Absent was Rhodes Rigsby
to Adopt Council Bill #R-2024-25, RESOLUTION NO. 3224, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, CONTINUING THE CURRENT BUDGET FOR FISCAL YEAR 2023-2024; and Loma Linda Housing Authority Bill #R-2024-02, RESOLUTION NO. 54, A RESOLUTION OF THE LOMA LINDA HOUSING AUTHORITY OF THE CITY OF LOMA LINDA, CALIFORNIA, CONTINUING THE CURRENT BUDGET FOR FISCAL YEAR 2023-2024.

3. Consent Calendar

Motion by Ronald Dailey, seconded Ovidiu Popescu, and passing by a vote of 4-0-0-1, Absent was Rhodes Rigsby
to Approve the Consent Calendar as submitted.

3A. Demands Register - June 20, 2024- 6:04 PM

Approved the Demands Registers dated June 20, 2024, with commercial demands totaling $985,208.49; and Payroll dated June 20, 2024, totaling $435,751.62.

3B. Approve an Agreement with Norman A. Traub & Associates LLC for Profession Workplace Services Including Investigations [City Attorney]- 6:04 PM

Approved Agreement with Norman A. Traub & Associates LLC as recommended.

4. Reports

4A. Reports of Council Members- 6:05 PM

No reports.

4B. Reports Of Officers- 6:05 PM

City Manager Thaipejr noted that the June 25, 2024, meeting will be adjourned to the July 9, 2024, meeting due to a lack of quorum of Council Members who can participate from locations within the City's jurisdiction as required under the Brown Act.

5. Adjournment

The Special Meeting adjourned at 6:05 pm. to the Regular Meeting of June 25, 2024.

**** The following document is a draft of the minutes and the not the official approved minutes ****

Minutes for the Regular City Council

25541 Barton Road, Loma Linda, CA 92354

June 25, 2024, 7:00 PM - June 25, 2024, 7:01 PM

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

- **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- 7:00 PM

It was determined that the meeting of June 25, 2024, could not be held as there would not be a quorum of Council Members who could participate from locations within the City's jurisdiction as required under the Brown Act; therefore, the items on the agenda were continued to July 9, 2024.

1B. Roll Call- 7:00 PM

City Staff Present:

Lynette Arreola, City Clerk

The City Clerk called the meeting to order at 7:00 pm in the absence of any City Council.

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

1C. Closed Session/Workshop- 7:00 PM

1D. Invocation and Pledge of Allegiance - Mayor Dupper- 7:00 PM

1E. Items to be Added or Deleted- 7:00 PM

None.

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)- 7:00 PM

1G. Conflict of Interest Disclosure- 7:00 PM

2. Scheduled and Related Items

2A. JOINT MEETING OF THE LOMA LINDA CITY COUNCIL AND HOUSING AUTHORITY REGARDING THE FISCAL YEAR 2024-25 BUDGET - Budget Committee's Recommendations - 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2B. Presentation of Proposed FY 2024-2025 Budget [Finance]- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2C. Five-Year Capital Improvement Program (CIP) [Public Works]- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2D. Council Bill #R-2024-18 - A Resolution to Approve the Fiscal Year 2024-2025 Adjusted Appropriations Limit [Finance]- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2E. Investment Policy- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2F. Citizen Option for Public Safety (COPS) Grant Expenditure Plan- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2G. Council Bill #R-2024-20 - Adopt Resolution to approve the Wildland Fire Protection Contract #3CA06327 between the California Department of Forestry and Fire Protection (CAL FIRE) and the City of Loma Linda for Fiscal Year 2024-2025 and authorize the Mayor or Mayor pro tempore to sign the contract pursuant to Government Code 40601- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2H. Loma Linda Fire Department Radio Contract- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2I. Council Bill #R-2024-19 - A Resolution to Approve the 2024-2025 Fiscal Year Budget- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

2J. Loma Linda Housing Authority Bill #R-2024-01 - A Resolution to Approve the Loma Linda Housing Authority 2024-2025 Fiscal Year Budget- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

3. Consent Calendar

4. Old Business

4A. Council Bill #O-2024-04 - Second Hearing - An Ordinance of the City Council of the City of Loma Linda repealing Ordinance 712, which will remove Chapter 17.105 Formula-Based Fast Food Restaurants of the Loma Linda Municipal Code in its entirety, and amending Chapter 17.40 Commercial and Industrial Zones (BP, CO, C-1, C-2, and CM) to allow Fast Food Restaurant With Drive-Through in the BP, C-1, C-2, and CM Zones subject to a Conditional Use Permit and specific use regulations, and amending applicable definitions in Chapter 17.02 Introduction and Definitions for consistency purposes throughout the Development Code.- 7:00 PM

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

5. New Business

6. Reports

6A. Reports of Council Members- 7:00 PM

6B. Reports Of Officers- 7:00 PM

7. Adjournment

Due to a lack of quorum, the City Clerk adjourned the meeting at 7:01 pm to the July 9, 2024, meeting.

City of Loma Linda

Regular City Council Staff Report

Treasurer's Report - June 2024 [Finance]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3D

To	From
City Council	Sonia Fabela, Finance Director

RECOMMENDATION:

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

Attachments

June 24 TREAS REPORT.pdf

CITY OF LOMA LINDA

COMPOSITION OF CASH

June 2024

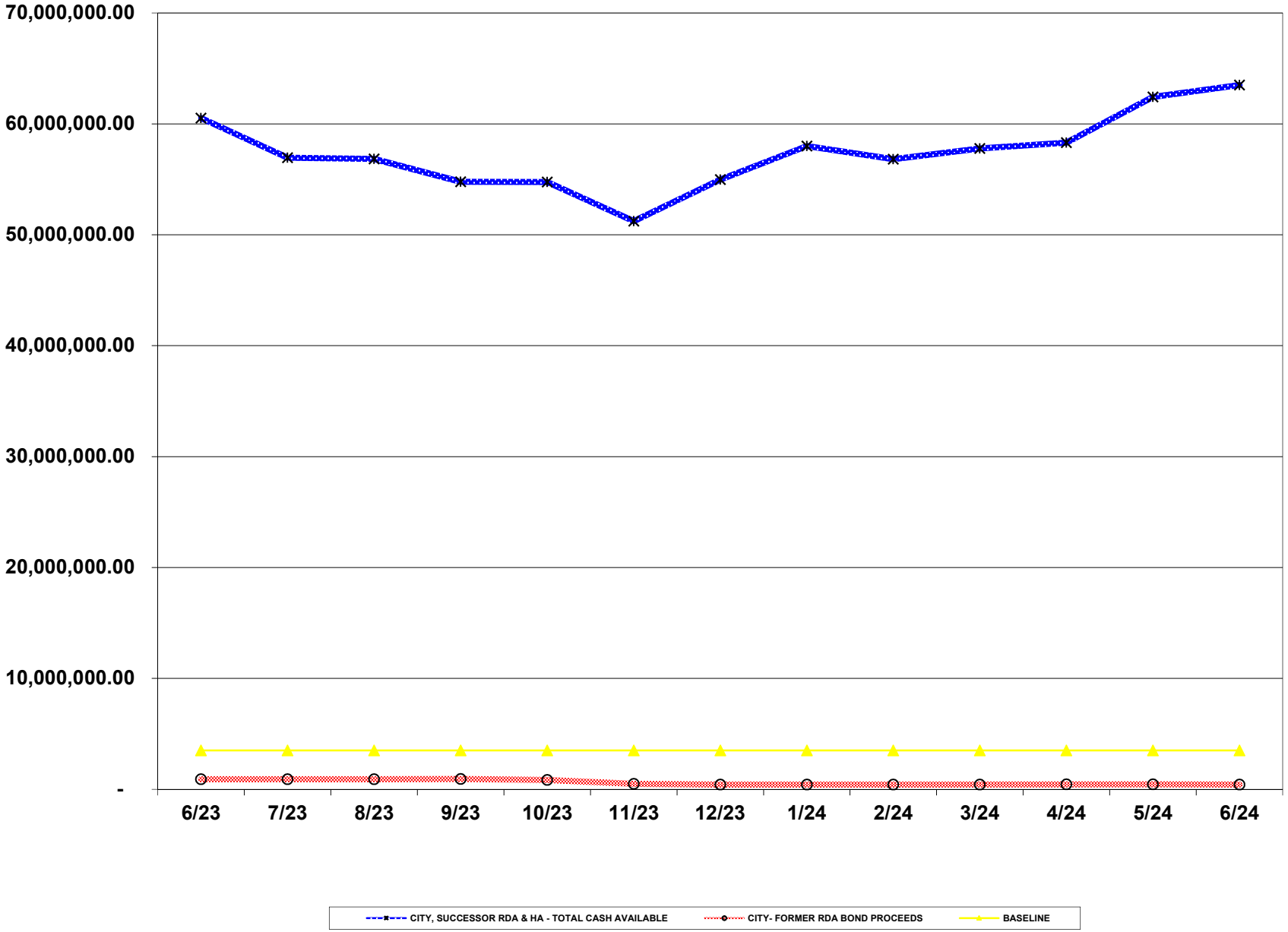
DEMAND DEPOSIT ACCOUNTS					
CITY - BANK OF AMERICA - MAIN CHECKING ACCOUNT					$ 1,576,585.72
Outstanding Checks as of month-end					(363,107.67)
CITY - MAIN CHECKING ACCOUNT AVAILABLE BALANCE					**$ 1,213,478.05**
BANK OF AMERICA - PAYROLL					**$ 18,149.72**
HOUSING AUTHORITY - BANK OF AMERICA - CHECKING ACCOUNT					281,302.95
Outstanding Checks as of month-end					(3.45)
HOUSING AUTHORITY - CHECKING ACCOUNT AVAILABLE BALANCE					**$ 281,299.50**
SUCCESSOR AGENCY - BANK OF AMERICA - CHECKING ACCOUNT					20,892.90
Outstanding Checks as of month-end					-
SUCCESSOR AGENCY - CHECKING ACCOUNT AVAILABLE BALANCE					**$ 20,892.90**
DEMAND DEPOSIT ACCOUNTS - TOTAL					**$ 1,533,820.17**
INVESTMENTS	**YIELD**				
LOCAL AGENCY INVESTMENT FUND (LAIF)					
CITY	4.272% *	$ 56,206,192.85			
CITY - Former RDA Bond Proceeds	4.272% *	429,536.54			
CITY -Total			56,635,729.39		
SUCCESSOR RDA	4.272% *		3,954,841.47		
HOUSING AUTHORITY	4.272% *		1,378,415.70		
INVESTMENTS TOTALS					**$ 61,968,986.56**
OTHER CASH					
IMPREST ACCOUNT			$ 500.00		
CASH ON HAND			1,350.00		
OTHER CASH TOTAL					**$ 1,850.00**
CASH AND INVESTMENTS - GRAND TOTAL					**63,504,656.73**
PREVIOUS MONTH					62,430,078.79
CHANGE +/(-)					$ 1,074,577.94

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

*LAIF effective Yield is for May, 2024 as June effective yield was unavailable at the time of this report.

CITY OF LOMA LINDA
MONTHLY TREASURER'S REPORT 06/23-06/24



City of Loma Linda

Regular City Council Staff Report

Fire Department's Activity Report - June 2024 [Fire]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3E

To	From
City Council	Nataly Alvizar, Executive Aide

RECOMMENDATION:

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

Attachments

June 2024 Fire Activity Report.pdf

SUBJECT: June 2024 Fire Department Activity Report

Operations Division:

The Fire Department's Operations Division responded to 424 incidents in June 2024. There were 29 calls/incidents given or received in Mutual/Automatic Aid. The alarm types are broken down as follows:

Fire & Rescue	Month		YTD	
Medical Aid (MA)	294	69.3%	1738	70.8%
Traffic Collision (TC)	6	1.4%	82	3.3%
MA + TC	***300***	**70.8%**	***1820***	***74.2%***
Hazardous Conditions	*1*	2.40%	16	0.70%
Hazardous Material	0	0.40%	7	0.40%
Public Assistance	29	6.90%	112	5.50%
Rescue	1	0.90%	7	0.60%
Structure Fire	4	2.10%	17	1.00%
Cooking	1	0.00%	2	0.10%
Vegetation Fire	8	0.40%	9	0.70%
Vehicle Fire	0	0.00%	5	0.10%
Refuse Fire	4	1.10%	52	1.40%
All Fires	**17**	**3.60%**	85	***3.30%***
Good Intent/Dispatched & Cancelled Enroute	29	6.8%	183	7.5%
Fire Alarm Activation*	18	4.2%	96	3.9%

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

City of Loma Linda

Regular City Council Staff Report

Subject to the Adoption of Council Bill #R-2024-26, Award contract to Communications & Media management Consultants for Communications and Community Outreach Services

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3F

To	From
City Council	Sonia Fabela, Finance Director

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

Award contract to Communications & Media Management Consultants for Communications and Community Outreach Services.

BACKGROUND:

On March 13, City Council, City staff, members of the Planning Commission, Budget Committee and members of the community gathered to discuss possible revenue-generating ideas. At the April 23, 2024 council meeting, staff was given direction by City Council to seek proposals from qualified research firms and select one that could assist the city with professional survey research. The goal of this process was to acquire information from citizens as to their view and opinion on the state of the City. Upon receiving survey results, City staff has recognized the growing importance of community engagement in achieving the City's goals. Effective community engagement not only improves our public image but also fosters trust and collaboration, crucial for long-term success in our initiatives.

ANALYSIS:

Recognizing the need for community engagement and recognizing the lack of staff or expertize in carrying out such a task, City staff sent out three requests for proposals. Of the three requests, two companies replied with regret as they are fully committed and not taking new clients. The third company, CMMC, submitted a proposal in the amount of $24,900 that is within the City Manager's approving authority. The proposal not only satisfies but also exceeds the criteria set forth by staff in the request for proposal for the planning, development, and implementation of internal and external city communication strategies and public relations activities. CMMC worked with the City of Ontario and were also highly recommended by the City of Chino. Both cities had successful revenue measures recently approved by voters.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

A supplemental appropriation from General Fund fund balance is requested for approval in the amount of $24,900 into General Government Professional Services Account #0011940-51820.

Attachments

Communications & Media Management Consultants Agreement.pdf

CITY OF LOMA LINDA

AGREEMENT FOR CONSULTANT SERVICES

COMMUNICATIONS AND COMMUNITY OUTREACH

THIS AGREEMENT is made and effective as of July 9, 2024, between the City of Loma Linda, a municipal corporation ("City") and Communications & Media Management Consultants, a California corporation, ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall commence on July 9, 2024 and shall remain and continue in effect until November 30, 2024, unless otherwise terminated pursuant to the provisions of this Agreement. The City and Consultant may extend the Agreement for three additional two-year periods upon their mutual written consent.

2. SERVICES

Consultant shall act as the plan reviewer and perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A.

3. PERFORMANCE

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement.

4. CITY MANAGEMENT

City's City Manager shall represent City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant.

5. PAYMENT

(a) The City agrees to pay Consultant in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, based upon actual time spent on the above tasks.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to

by City Manager and Consultant at the time City's written authorization is given to Consultant for the performance of said services.

(c) Consultant will submit invoices monthly for actual services performed. Said invoices shall detail all costs, rates and hours for individual tasks. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of the Consultant's fees, it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

6. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least thirty (30) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement, such suspension or termination shall not make void or invalidate the remainder of this Agreement. Consultant also may terminate this Agreement by serving upon the City at least thirty (30) days prior written notice.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant on a pro-rata basis the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City pursuant to Section 5(c).

7. DEFAULT OF CONSULTANT

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the City Manager or his/her delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

8. OWNERSHIP OF DOCUMENTS

(a) Consultant shall maintain complete and accurate records with respect to billed time, sales, costs, expenses, receipts and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, claims, applications, computer files, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring and printing computer files.

9. INDEMNIFICATION

(a) Defense, Indemnity and Hold Harmless. Consultant shall defend, indemnify, and hold harmless the City, its present and former officers, directors, employees, agents, staff, volunteers, mayor, council, boards, committees, 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 Consultant herein, caused by or arising out of the negligent acts or omissions, or intentional misconduct of Consultant, including its subcontractors, subconsultants, employees, agents, and other persons or entities performing work for Consultant.

(b) Contractual Indemnity. To the fullest extent permitted under California law, Consultant 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 Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to Consultant's officers, agents, representative, employees, independent contractors, subcontractors, subconsultants, or affiliated or related entities and/or its or their employees, agents and

representatives, caused by or arising out of all negligent acts or omissions, or intentional misconduct of Consultant, including its subcontractors, subconsultants, employees, agents and other persons or entities performing work for Consultant. Indemnification shall include any claim that Consultant, or Consultant's employees or agents, are or may be considered and treated as 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. Consultant'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/Subconsultants and Indemnification. Consultant 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 Consultant in the performance of any aspect of this Agreement. In the event Consultant fails to obtain such indemnity obligations, Consultant 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 as set forth above. This obligation to indemnify and defend the Indemnified Parties is binding on the successors, assigns, or heirs of Consultant 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 of this Agreement.

(d) City Lost or Damaged Property – Theft. Consultant further agrees to pay or cause to be paid to the Indemnified Parties' benefit, any and all damages, fines, penalties, and loss or theft of property of the City arising out of or related in any way to the negligent acts or omissions or intentional misconduct of Consultant or of Consultant's officers, agents, representatives, employees, 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. Consultant further agrees to waive all rights of subrogation against the Indemnified Parties.

(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 Consultant under the terms of this Agreement or otherwise. The indemnification provisions shall apply regardless of whether this Agreement is executed after Consultant begins the work and shall extend to claims arising after this Agreement is performed or terminated, including a dispute as to the termination of Consultant. The indemnity obligations of Consultant 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. Further, no aspect of this provision shall impact the City's rights to contribution from Consultant, or for the City to dispute Consultant's refusal to defend and indemnify City.

(f) Limitations on Scope of Indemnity. Notwithstanding the foregoing, Consultant shall not be responsible for indemnification for claims or losses caused by the sole 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.

(g) The obligations of Consultant under this or any other provision of this Agreement shall not be limited by the provisions of any workers' compensation act or similar act. The Consultant expressly waives any statutory immunity under such statutes or laws as to the Indemnified Parties. The Consultant's indemnity obligation set forth in this Section 9 shall not be limited by the limits of any policies of insurance required or provided by the Consultant pursuant to this Agreement.

(h) The Consultant's covenant under this Section 9 shall survive the expiration or termination of this Agreement.

10. 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) Types of Required Coverages

Without limiting the indemnity provisions of the Contract, the Consultant 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, Consultant 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, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than $1,000,000 per occurrence, and $2,000,000 aggregate total bodily injury, personal injury, and property damage.

(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 limit 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. The insurance policies shall contain, or be endorsed to contain, the following provisions:

(1) Commercial General Liability

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 work or operations performed by or on behalf of the Consultant including materials, parts or equipment furnished in connection with such work or operations. 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 Agreement

Additional Insured Endorsements shall be at least as broad as ISO Forms CG 20 10 11 85; or CG 20 and 10 and CG 2037.

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. Coverage shall be at least as broad as ISO CG 20 01 04 13.

(2) Auto Liability

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 work or operations performed by or on behalf of the Contractor.

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.

(3) Workers' Compensation

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 Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all rights of subrogation against the indemnified parties and policies shall contain or be endorsed to contain such a provision. This provision applies regardless of whether the City has received a waiver of subrogation endorsement from the insurer.

(e) Evidence of Insurance

All policies, endorsements, certificates, and/or binders shall be subject to approval by the City as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by the City. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

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, Consultant 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. The City may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the Consultant or the City.

(g) Contractual Liability/Insurance Obligations

The coverage provided shall apply to the obligations assumed by the Consultant under the indemnity provisions of this Agreement. The insurance obligations under this Agreement shall be: (1) all the insurance coverage and/or limits carried by or available to the Consultant; or (2) the minimum insurance coverage requirements and/or limits shown in this Agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of the Consultant under this Agreement.

(h) Failure to Maintain Coverage

Consultant 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 Consultant until Consultant 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 Consultant's expense, the premium thereon.

In the event that the Consultant's operations are suspended for failure to maintain required insurance coverage, the Consultant 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 by 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 Consultant's Agreement with the City and continuous coverage shall be maintained or an extended reporting period shall be exercised for a period of at least five (5) years from termination or expiration of this Agreement.

(k) Insurance for Subcontractors

Consultant shall be responsible for causing Subcontractors/Subconsultants to purchase the same types and limits of insurance in compliance with the terms of this Agreement, including adding the City as an Additional Insured, providing Primary and Non-Contributory coverage and Waiver of Subrogation to the Subcontractors'/Subconsultant's policies. The Commercial General Liability Additional Insured Endorsement shall be on a form at least as board as CG 20 38 04 13.

11. INDEPENDENT CONTRACTOR

(a) Consultant is and shall at all times remain as to the City a wholly independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control and shall not be construed to be employees of City for any purpose, including eligibility under Public Employees Retirement Law. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant 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. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner. Consultant shall be solely responsible and hold the City harmless for all matters relating to the payment of Consultant's employees,

including compliance with Social Security withholdings and all other regulations governing such matters.

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

12. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its services pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

13. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Loma Linda in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Loma Linda will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

14. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the project performed under this Agreement.

15. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, responses to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(b) Consultant shall promptly notify City should Consultant, its officers, employees, agents or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, requests for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

(c) Consultant shall comply with all applicable federal, state and local Conflict of Interest laws, including the Political Reform Act (California Government Code, Section 81000, *et. seq.*) and California Government Code, Section 1090, *et. seq.* Consultant covenants that neither he/she nor any officer or principal of their firm have any interest in, or shall acquire any interest, directly or indirectly, which will conflict in any manner or degree with the performance of their services hereunder. Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed by them as an officer, employee, agent or subconsultant. Consultant further covenants that Consultant has not contracted with nor is performing any services, directly or indirectly, with any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City or the study area and further covenants and agrees that Consultant and/or its subconsultants shall provide no service or enter into any agreement or agreements with a/any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City or the study area prior to the completion of the work under this Agreement. Further, Consultant covenants not to give or receive any compensation, monetary or otherwise, to or from the ultimate vendor(s) of services to the City as a result of the performance of this Agreement, or the services that may be procured by the City as a result of the recommendations made by the Consultant. The Consultant's covenant under this Section shall survive the termination of this Agreement.

16. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To City:	T. Jarb Thaipejr, City Manager City of Loma Linda 25541 Barton Rd. Loma Linda, CA 92354
To Consultant:	Communications & Media Management Consultants 27943 Seco Canyon Road, 113 Santa Clarita, CA 91350

17. ASSIGNMENT AND SUBCONTRACTING

The Consultant shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, nor any monies due hereunder, without prior written consent of the City. The City's consent to an assignment of rights under this Agreement shall not release the Consultant from any of its obligations or alter any of its obligations to be performed under this Agreement. Any attempt at assignment or delegation by the Consultant in violation of this Section 17 shall be void and of no legal effect and shall constitute grounds to terminate this Agreement for cause. The Consultant shall not subcontract any performance required under this Agreement without the City's prior written consent.

18. LICENSES

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement, including a City of Loma Linda business license.

19. GOVERNING LAW

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Loma Linda.

20. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

21. CONTENTS OF REQUEST FOR PROPOSAL

Consultant is bound by the contents of City's Request for Proposal, Exhibit A hereto, and the contents of the proposal submitted by Consultant, Exhibit B hereto. In the event of conflict, the terms and requirements of the City's Request for Proposal and this Agreement shall take precedence over those contained in the Consultant's proposals.

22. CONFIDENTIALITY

Information and materials obtained by the Consultant from City during the performance of this Agreement shall be treated as strictly confidential and shall not be used by the Consultant for any purpose other than the performance of this Agreement. Consultant's covenant under this Section shall survive the expiration or termination of this Agreement.

23. DISCRIMINATION

The Consultant agrees that no person shall be excluded from employment in the performance of this Agreement on grounds of race, creed, color, sex, age, marital status, or place of national origin. In this connection, the Consultant agrees to comply with all County, State and Federal laws relating to equal employment opportunity rights.

24. EFFECT OF PARTIAL INVALIDITY

If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement and any application of the terms shall remain valid and enforceable under this Agreement or California law.

25. CLAIMS AGAINST CITY

Consultant must comply with the claim procedures set forth in Government Code sections 900, *et. seq*., and/or the Loma Linda Municipal Code, as applicable, prior to filing any lawsuit against the City. Such claims and any subsequent lawsuit based upon the claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Contractor. If no such claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the City.

26. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

27. NO THIRD PARTY BENEFICIARIES

This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

28. COST OF LITIGATION

If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement (whether in contract, tort or both), the prevailing Party shall be entitled to receive from the losing Party all attorneys' fees, costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses and attorneys' fees paid or incurred in good faith.

29. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be the original, and all of which together shall constitute one and the same instrument.

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

CONSULTANT: Communications & Media
Media Management Consultants

CITY: City of Loma Linda

By:_____
Signature

By:_____
Signature

Name: *Thomas R. Lorenz*
Typed/Printed

Name: T. Jarb Thaipejr
Typed/Printed

Title: Partner

Title: City Manager

ATTEST:

_____
Lynette Arreola, City Clerk

APPROVED AS TO FORM:

_____
Diane Robbins, City Attorney

EXHIBIT A

The City of Loma Linda is interested in receiving proposals for professional services to assist City staff in the planning, development, and implementation of internal and external city communication strategies and public relations activities. A proposal is being requested by Friday, June 14, 2024.

Scope of Work: Communications and Community Outreach for the City of Loma Linda

1. Introduction: The City of Loma Linda aims to enhance community involvement and collaboration in decision-making processes. To achieve this goal, the city seeks the services of a communications and community outreach company to facilitate meaningful dialogue, gather feedback, and foster community participation in various initiatives and projects.

2. Objectives: The primary objectives of this engagement are to:

- Foster a sense of community ownership and participation in municipal affairs.
- Solicit diverse perspectives and input from residents, businesses, and stakeholders.
- Improve transparency and communication between the city government and the community.
- Build trust and strengthen relationships between the city and its residents.

3. Services Required: The communications and community outreach company will provide the following services:

- Develop a comprehensive community engagement strategy tailored to the specific needs and objectives of the City of Loma Linda.
- Review research data and compile reports to enage key stakeholders, community groups, organizations, and individuals for outreach and involvement.
- Organize and facilitate public meetings, workshops, focus groups, and other events to gather input on city projects, policies, and initiatives.
- Provide and utilize a variety of engagement methods, including online surveys, social media campaigns, City's website, and interactive tools to reach a broad spectrum of community members.
- Assist in the creation of informational materials, such as newsletters, flyers, and website content, to communicate city initiatives and updates to the public.
- Provide training and support to city staff and officials on effective community engagement practices and techniques.
- Analyze feedback received from the community to generate actionable insights and recommendations for decision-making.
- Regularly report on the progress and outcomes of community engagement efforts to city leadership and stakeholders.

4. Deliverables: The communications and community outreach company will deliver the following:

- Schedule of planned engagement activities, including dates, locations, and formats.
- Production and management of content for print or electronic publications for all City departments.
- Writing and design of informational mailings, fact sheets and collateral materials.
- Final report summarizing the overall outcomes of the engagement process, including recommendations for future engagement activities and areas for improvement.

5. Timeline: The engagement process will commence upon the signing of the contract and will be completed by November 30, 2024, with regular updates provided to the City of Loma Linda throughout the duration of the project.

6. Budget: The total budget for this project is no more than $25,000, inclusive of all services, materials, and expenses. The budget will be allocated based on the scope of work and deliverables outlined in this document.

7. Evaluation: The success of the community engagement efforts will be evaluated based on predefined metrics, including participation rates, diversity of input, satisfaction levels, and the extent to which community feedback influences decision-making processes.

EXHIBIT B

CMMC
Communications & Media Management Consultants
A Public Engagement Agency

City of Loma Linda – Communications and Community Outreach

Scope

CMMC will provide services to assist staff in the planning, development, and implementation of internal and external city communication strategies and public relations activities for the City of Loma Linda. It will assist in the creation and execution of outreach materials and services to educate, inform, and engage residents.

CMMC will consult and assist in the marketing, communications, and public relations efforts, and coordinate at the strategic and tactical levels within the other functions of the City of Loma Linda.

CMMC will provide Graphic Design support for city-related operations, apparatus, and media platforms. In support of the city's communication strategy, CMMC will produce and manage content for print or electronic publications for all City Departments.

Principle Accountabilities

- Marketing, communications, mitigation, and public relations
- Responsible for creating, implementing, and measuring the success of:
    - A comprehensive marketing, communications, and public relations program that will enhance the City's image and position within the marketplace and the general public, and facilitate internal and external communications
    - The marketing, communications, and public relations activities in the form of electronic and print media platforms

Core Services

- Coordination with city staff
- Research review of data & compiled reports
- Core messaging development
- Brand and theme development
- Development of fact sheets and collateral material
- Outreach strategies
- Graphic design in support of digital and print communications
    - City landing page
    - Social media outreach and mitigation

CMMC
Communications & Media Management Consultants
A Public Engagement Agency

Consult & Provide Services

- Work Plan
  - Timeline
  - Checklist
- Develop strategies and plans to inform and engage key internal stakeholder groups within your agency, including employee associations, commissions, department heads, and others
- Develop strategies and plans to inform and engage influential external groups including elected leaders, business leaders, neighborhood leaders, faith community leaders, and taxpayer groups
- Provide informational messaging appropriate for the city's website, social media, e-newsletters, and other online resources City newsletters
  - Departmental publications
  - Internal communications
- Programming on the City's government access channel
  - Liaison with city staff and local video service providers
- Graphic Design
- Media Relations
- Media Mitigation
- Public Engagement
- City Council Coordination
  - Analytics
  - Research
  - Appearances-Preparation
  - Talking Points
- Write and design informational mailings

Pricing

Start Date: June 1, 2024

End Date: November 30, 2024

Cost: $24,900.00 (Printing and postage not included)

Principle Contact

Tom Lorenz
Tom@CMMCagency.com
818-535-1958

Thomas R. Lorenz
Communications & Media Management Consultants

City of Loma Linda

Regular City Council Staff Report

Agreement Amendment with TKE Engineering, Inc. for Consulting Services with TKE Engineering, Inc. [Administration]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3G
To	**From**
City Council	T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the Mayor and City Council approve the First Amendment to City of Loma Linda Agreement for Consultant Services with TKE, Engineering, Inc. for City-related services as well as approve a supplemental appropriation in the amount of $21,500 from General Fund reserves.

BACKGROUND:

The City and Consultant previously entered into an original City of Loma Linda Agreement for Consultant Services dated May 14, 2024 (the "Original Agreement") for delivery of services during the period of July 1, 2023 through June 30, 2024 (the "Term"). Pursuant to the Original Agreement, during the Term the Consultant was tasked with providing a wide-variety of development services to the City (the "Consultant Services"), as more particularly described within Exhibit "A" to the Original Agreement, on an as needed, time and materials basis subject to a financial allocation of $11,000.

The purpose of the First Amendment to City of Loma Linda Agreement for Consulting Services (the "First Amended Agreement"), is to authorize an extension of the Term though June 30, 2025 and a supplemental financial allocation of $24,500 to fund the costs of Consultant Services that the City may require during the period of July 1, 2024 through June 30, 2025. Consultant has satisfactorily provided the requested Consultant Services to the City and it is projected that additional substantially similar services are required for an additional year.

ANALYSIS:

None.

ENVIRONMENTAL IMPACT:

The First Amended Agreement provides that TKE will carry out the Scope of Services (as described within Exhibit "A" to the Original Agreement) that the City may require during the period of July 1, 2024 through June 30, 2025 subject to a supplemental appropriation from fund balance in the amount of $21,500 into account 0011940-51820. $3,000 was included in the fiscal year 2024-2025 budget in the Water Fund for the preparation of the water bond continuing disclosure report.

FINANCIAL IMPACT:

Funding for the Consultant Services is available in account no. 0011940-51820.

Attachments

City 1st Amendment Agreement for Consultant Services Wtih TKE for CITY Services v1.pdf

FIRST AMENDMENT TO
CITY OF LOMA LINDA
AGREEMENT FOR CONSULTANT SERVICES

THIS FIRST AMENDMENT TO CITY OF LOMA LINDA AGREEMENT FOR CONSUTANT SERVICES (the "First Amended Agreement") is made as of the 9th day of July 2024, by and between the City of Loma Linda, a California municipal corporation (the "City"), and TKE Engineering, Inc., a California corporation (the "Consultant"). Collectively, City and Consultant are referred to herein as the "Parties".

WITNESSETH THAT:

WHEREAS, City and Consultant previously entered into an original City of Loma Linda Agreement for Consultant Services dated May 14, 2024 (the "Original Agreement") for the delivery of services during the period of July 1, 2023 through June 30, 2024 (the "Term"); and

WHEREAS, pursuant to the Original Agreement, during the Term the Consultant was tasked with providing a wide-variety of development services to the City (the "Consultant Services"), as more particularly described within Exhibit "A" to the Original Agreement, on an as needed, time and materials basis subject to a financial allocation of $11,000; and

WHEREAS, the purpose of this First Amendment, is to authorize an extension to the Term through June 30, 2025 and a supplemental financial allocation of $24,500 to fund the costs of Consultant Services that the City may require during the period of July 1, 2024 through June 30, 2025; and

WHEREAS, Consultant has satisfactorily provided the requested Consultant Services to the City and it is projected that additional substantially similar services are required for an additional year; and

WHEREAS, it now becomes necessary to amend the Original Agreement, as described herein, and the Parties are desirous of such amendment.

NOW, THEREFORE, in consideration of the mutual undertakings herein, the Parties amend the Original Agreement, as follows:

1. Section 1, TERM, is amended in its entirety as follows:

   "This Agreement shall commence on the Effective Date shall remain and continue in effect through June 30, 2025 ("Term"), unless sooner terminated pursuant to the provisions of this Agreement."

2. Section 5 (a), PAYMENT; is amended in its entirety as follows:

   "The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed Eleven-Thousand Dollars ($11,000.00) for the total Term of this Agreement unless additional payment is approved as provided in this Agreement. Further, for Consultant Services applicable to the portion of the Term in connection with the

period of July 1, 2024 through June 30, 2025, the sum of the payments made to Consultant shall not to exceed a total of Twenty-Four Thousand Five-Hundred Dollars ($24,500).

3. All remaining provisions of the Original Agreement, shall remain the same.

IN WITNESS WHEREOF, the City and Consultant have approved this First Amended Agreement effective the day and year first above written.

CITY:

City of Loma Linda

By: _____
Phillip Dupper, Mayor

CONSULTANT:

TKE Engineering, Inc.,

By: _____
Michael Thornton, President

By: _____
Steven H. Dukett, Managing Director

ATTEST

By: _____
Lynette Arreola, City Clerk

City of Loma Linda

Regular City Council Staff Report

Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Fiscal Year 2024-25 [Administration]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3H
To	**From**
City Council	Lynette Arreola, City Clerk
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council approve the execution of the Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2024-25 and authorize the City Manager to sign the Agreement.

BACKGROUND:

The City submits requests for special collection of taxes, fees, and assessments on the tax rolls for Landscape Maintenance Assessments, Street Light Assessments, Nuisance Abatement Liens and Weed Abatement Liens to the San Bernardino County Auditor-Controller/Treasurer/Tax Collector. The City is required to provide legal supporting documentation to the County that proves conformity with Proposition 218 and other applicable laws that allow the placing of fees on the tax bills.

ANALYSIS:

The agreement must be approved and executed annually.

ENVIRONMENTAL IMPACT:

None.

FINANCIAL IMPACT:

No Financial Impact.

Attachments

Agr SB CO Tax Collector 2024-25.pdf

AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR

AGREEMENT FOR COLLECTION OF SPECIAL TAXES, FEES, AND ASSESSMENTS FISCAL YEAR 2024-25

THIS AGREEMENT is made and entered into this 9th day of July, 2024, by and between the COUNTY OF SAN BERNARDINO, hereinafter referred to as "County" and the City of Loma Linda, hereinafter referred to as "City".

WITNESSETH:

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

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

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

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

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

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

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

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

AGCY____

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

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

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

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

9. This agreement shall be effective for the 2024-25 fiscal year.

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

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

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

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

District: City of Loma Linda

By: T. Jarb Thaipejr

Printed Name: _____

Title: City Manager

Date: July 10, 2024

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

By Authorized Deputy: _____

Printed Name: Franciliza Zyss

Title: Chief Deputy, Property Tax

Date: _____

AGCY____

City of Loma Linda

Regular City Council Staff Report

Extension of Annual City Service Contracts for Fiscal Year 2024-25 [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3I

To	From
City Council	Julia Loeffert, Executive Assistant

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that City Council approve one-year contract extensions from July 1, 2024 to June 30, 2025 to: 1) Kellermeyer Bergensons Services, LLC – Janitorial Services for all city buildings; 2) Adopt-A-Highway – Maintenance of hardscape at the On- and Off-ramps at 1-10 Fwy at Mt. View Ave.; 3) Willdan Financial Services – District Administrative Services for the Landscape Maintenance Districts (LMD) and Street Light Districts (SLD) assessment areas; 4) Facilities Protection Systems, Inc. – Fire Protection System Monitoring and Preventative Maintenance for all city buildings; 5) Lloyd Pest Control – Rodent Abatement at City Hall and all city parks; 6) Loma Linda Heat & Air – HVAC Maintenance Service for all city office buildings; 7) St. Francis Electric – Traffic Signal Maintenance citywide; 8) SCA (Sweeping Corp of America) – Street Sweeping Contract; and 9) McCrometer – Sewer flow monitoring.

BACKGROUND:

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

ANALYSIS:

The City of Loma Linda recommends renewing all contracts for one year for Fiscal Year 2024-25, as specified. Requests for service rate increases have been according to the appropriate CPI adjustments per the service agreements and are acceptable to the City.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding for these services is as follows:

1. Kellermeyer Bergensons Services, LLC:
    a. $101,200: 0013030, 0013200, 0013400, 0014200, 0014400, 0015500, 4053500, 4657000, -51830 (Janitorial Services for City buildings)
    b. $18,000: 0013400-51830 (Community Room rental cleaning – pass thru cost)
2. Adopt-a-Highway:
    a. $13,200 - 0013200-51830 (Cleaning and weeding hardscape at I-10 Fwy Mt. View Ave. ramps)
3. Willdan Financial Services:
    a. $10,500 - 1715200-51820 (District Administrative services for the LMD areas.)
    b. $9,600 - 1725100-51820 (District Administrative services for the SLD areas.)
4. Facilities Protection Systems:
    a. $33,500 – 0012110-51310, 0013200, 0013400, 0014200, 0014400, 0015500, 4053500, 4657000, 4657010, 4657020, 4657030, and 4405900, -51830.
5. Lloyd Pest Control:
    a. $18,900 - 0014200-51830 and 0013400-51830 (City Parks & City Hall)
6. Loma Linda Heat & Air:
    a. $16,800: 0012110, 0013030, 0013200, 0013400, 0014200, 0014400, 0015500, 4053500, 4657010, 4405900 -51830 (City buildings)
7. St. Frances Electric:
    a. $22,860 - 0013030 and 1725100-51830 (City Traffic Signals)
    b. $40,000 – 0013030 and 1725100-51300 (City Traffic Signal Misc. Repairs)
8. SCA (Sweeping Corp of America):
    a. $75,400 – 0013200 and 1105365-51830 Street Sweeping Contract
9. McCrometer:
    a. $14,100 – 4053500-51830 Sewer flow monitoring

City of Loma Linda

Regular City Council Staff Report

Extension of Annual Service Contracts for Fire Department for Fiscal Year 2024-25 [Fire]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3J

To	From
City Council	Nataly Alvizar, Executive Aide

Via
Dan Harker, Fire Chief

RECOMMENDATION:

It is recommended that City Council approve one-year contract extensions from July 1, 2024 to June 30, 2025 to: 1) City of San Bernardino – Hearing review services; 2) Comcate Software, Inc. – Animal Control Licensing Datebase.; 3) Dennis Grunn & Associates a Willdan Engineering Company – Fire Prevention Plan Check/Inspection Services; 4) ESRI, Inc. – ArcGIS online viewer annual subscription; 5) HRE, LLC – Performance Management Software; 6) Lexipol, LLC – Standard Operation Procedures (Software); 7) Orkin Services of California – Pest Control Services for Station 251 and 252; 8) Phoenix Group Information Systems – Code and Animal Control citation collection, Parking Permit management, and delinquent parking recovery program; 9) Phong Nguyen, MD – Medical Director EMS Services; 10) Roadpost – Satellite service; 11) US Tronics – Satellite phone service; 12) Wittman Enterprises, LLC. – Medical billing services; 13) CONFIRE – JPA Dispatch/CAD/Geofile/800Mhz Services

BACKGROUND:

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

ANALYSIS:

The City of Loma Linda recommends renewing all contracts for one year for Fiscal Year 2024-25, as specified. Any requested service rate increases have been made in accordance with the appropriate CPI adjustments per the service agreements and are acceptable to the City.

FINANCIAL IMPACT:

Funding for these services is as follows:

1. City of San Bernardino:
    a. $500: 0012060-51820
2. Comcate Software, Inc.:
    a. $2,600: 0012050-51830
3. Dennis Grubb & Associates a Willdan Engineering Co.:
    a. $26,000 – 0012070-51830
4. ESRI, Inc.:
    a. $2,000 – 0012110-51830
5. HRE, LLC.:

a. $2,000 - 0012110-51310

6. Lexipol:
    a. $2,200 – 02110-51830
7. Orkin Services of California:
    a. $3,600- 0012110-51830 and 0012130-51830
8. Phoenix Group Information Systems:
    a. $12,000 – 0012060-51830
    b. $1,800 – 0012050-51830
    c. $15,000 – 0012060-51830
9. Phong Nguyen, MD:
    a. $10,000 – 0012110-51820
10. Roadpost USA, Inc. Sweeping Corp of America):
    a. $8,100 – 0012130-51110
11. US Tronics:
    a. $2,700 – 0012130-51110
12. Wittman Enterprises, LLC.:
    a. $14,000 – 0012110-51830
13. CONFIRE – JPA
    a. $351,300 – 0012110-51830, 05-3500 and 65-7020

City of Loma Linda

Regular City Council Staff Report

Award Contract to GCI Construction, Inc., for Installation of Pre-Packed Sewer Pump Station at 25876 Juanita Street (CIP 21-511) [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3K

To	From
City Council	Jeff Peterson, Associate Engineer

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the City Council award the contract for the pre-package sewer lift station installation at the end of Juanita Street to GCI Construction, Inc., of San Clemente, CA, for an amount of $235,600.00, also award a contract for construction staking to Joseph E. Bonadiman & Associates, Inc. of San Bernardino, CA in an amount not to exceed $5,000 and approve a contingency amount of $23,600.00.

BACKGROUND:

The City is in the process of updating and replacing the existing sewer lift station at the easterly end of Juanita Street. The general site work and design is complete and the City has received the pre-package complete station.

ANALYSIS:

Five (5) bids were received and publicly opened on June 4, 2024. Bids ranged from a low of $235,600.00 to a high of $455,894.00 (see attached bid summary). The low bidder, GCI Construction, Inc., of San Clemente, CA, 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 ±10% of the construction amount ($23,600.00) for a contingency allocation.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding is available in Account No. 4173510-58250, Sewer Capital (150,000.00) and Account No. 4053500-58250, Sewer Fund (115,000.00).

Attachments

Bid Results-Install Sewer Lift Station 2024.pdf

Bid Results - Install Sewer Lift Station 2024.pdf

Sewer Lift Station Install Agreement.pdf

INSTALLATION OF PRE-PACKAGED SEWER PUMP STATION AT 25876 JUANITA ST

Bid opening June 4, 2024 (CIP 21-511)				**Engineer's Estimate**		**GCI Const. Inc**	
ITEM	**DESCRIPTION**	**UNIT**	**QUANTITY**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
1	Install lift station	L.S.	1	$150,000.00	$150,000.00	$130,000.00	$130,000.00
2	Install sewer manhole	EA.	1	$20,000.00	$20,000.00	$20,000.00	$20,000.00
3	Install 4" PVC pipe	L.F.	54	$400.00	$21,600.00	$300.00	$16,200.00
4	Install 8" VCP pipe	L.F.	4	$1,200.00	$4,800.00	$1,000.00	$4,000.00
5	Install 4" gate valve	EA.	2	$3,600.00	$7,200.00	$3,000.00	$6,000.00
6	Install 6' wall	L.F.	70	$800.00	$56,000.00	$500.00	$35,000.00
7	Install 6' wroough iron gate	EA.	1	$15,000.00	$15,000.00	$11,000.00	$11,000.00
8	Install 6" PCC pad	S.F.	134	$75.00	$10,050.00	$100.00	$13,400.00
	Total				**$284,650.00**		**$235,600.00**

				TE Roberts Inc		**Cora Constructors Inc**	
ITEM	**DESCRIPTION**	**UNIT**	**QUANTITY**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
1	Install lift station	L.S.	1	$155,281.00	$155,281.00	$222,102.00	$222,102.00
2	Install sewer manhole	EA.	1	$20,491.00	$20,491.00	$15,000.00	$15,000.00
3	Install 4" PVC pipe	L.F.	54	$425.00	$22,950.00	$197.00	$10,638.00
4	Install 8" VCP pipe	L.F.	4	$1,473.00	$5,892.00	$560.00	$2,240.00
5	Install 4" gate valve	EA.	2	$3,669.00	$7,338.00	$3,700.00	$7,400.00
6	Install 6' wall	L.F.	70	$897.00	$62,790.00	$642.00	$44,940.00
7	Install 6' wroough iron gate	EA.	1	$7,909.00	$7,909.00	$5,000.00	$5,000.00
8	Install 6" PCC pad	S.F.	134	$54.00	$7,236.00	$20.00	$2,680.00
	Total				**$289,887.00**		**$310,000.00**

				Pyramid Bldg & Eng. Inc		Genesis Const.	
ITEM	**DESCRIPTION**	**UNIT**	**QUANTITY**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
1	Install lift station	L.S.	1	$226,900.00	$226,900.00	$282,700.00	$282,700.00
2	Install sewer manhole	EA.	1	$20,880.00	$20,880.00	$33,000.00	$33,000.00
3	Install 4" PVC pipe	L.F.	54	$218.00	$11,772.00	$371.00	$20,034.00
4	Install 8" VCP pipe	L.F.	4	$1,563.00	$6,252.00	$3,630.00	$14,520.00
5	Install 4" gate valve	EA.	2	$4,350.00	$8,700.00	$7,205.00	$14,410.00
6	Install 6' wall	L.F.	70	$857.00	$59,990.00	$1,007.00	$70,490.00
7	Install 6' wroough iron gate	EA.	1	$15,000.00	$15,000.00	$9,350.00	$9,350.00
8	Install 6" PCC pad	S.F.	134	$57.00	$7,638.00	$85.00	$11,390.00
	Total				**$357,132.00**		**$455,894.00**

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of, _____ 2024, 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:

INSTALLATION OF PRE-PACKAGED SEWER PUMP STATION AT 25876 JUANITA STREET, LOMA LINDA (CIP 21-511)

In accordance with the Specifications and Drawings therefore, to furnish at his own expense all labor, materials, equipment, tools, and services necessary therefore, 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 therefore, 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, Non-collusion 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
Lynette Arreola, City Clerk

_____
Contractor

BY: _____
(Signature)

_____
(Printed Name/Title)

ATTEST:

BY: _____
(Signature)

_____
(Printed Name/Title)

FAITHFUL PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS,

THAT _____ as Contractor,

and _____ as Surety,

are held and firmly bound unto the CITY OF LOMA LINDA, A MUNICIPAL CORPORATION, hereinafter called City, in the sum of _____ dollars, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Contractor has been awarded and is about to enter into the annexed contract with said City to perform all work required under the Project Specifications titled:

INSTALLATION OF PRE-PACKAGED SEWER PUMP STATION AT 25876 JUANITA STREET, LOMA LINDA

NOW THEREFORE, if said Contractor shall perform all the requirements of said contract required to be performed on his part, at the times and in the manner specified therein, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

PROVIDED, that any alterations in the work to be done or the materials to be furnished, which may be made pursuant to the terms of said contract, shall not in any way release said Contractor or said Surety thereunder, nor shall any extensions of time granted under the provisions of said contract release either said Contractor or said surety, and notice of such alterations or extensions of the contract is hereby waived by said Surety.

SIGNED AND SEALED, this _____ day of _____, 2024.

(SEAL)	_____ (SEAL)
(Contractor)	(Surety)
By: _____	By: _____
(Signature)	(Signature)

(SEAL AND NOTARIAL ACKNOWLEDGMENT OF SURETY)

LABOR AND MATERIAL BOND

KNOW ALL MEN BY THESE PRESENTS,

THAT _____ as Contractor, and _____ _____ as Surety, are held firmly bound unto THE CITY OF LOMA LINDA, a MUNICIPAL CORPORATION, hereinafter called City, in the sum of _____ _____ dollars, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Contractor has been awarded and is about to enter into the annexed contract with said City to perform all work required under the Project Specifications titled:

INSTALLATION OF PRE-PACKAGED SEWER PUMP STATION AT 25876 JUANITA STREET, LOMA LINDA

NOW THEREFORE, if said Contractor, or Subcontractor, fails to pay for any materials, equipment, or other supplies, or for rental of same, used in connection with the performance of work contracted to be done, or for amounts due under applicable State law for any work or labor thereon, said Surety will pay for the same in an amount not exceeding the sum specified above, and, in the event suit is brought upon this bond, a reasonable attorney's fee to be fixed by the court. Surety shall indemnify the City of Loma Linda against non-payment to subcontractors resulting in litigation. This bond shall insure to the benefit of any persons, companies, or corporations entitle to file claims under applicable State law.

PROVIDED, that any alterations in the work to be done or the materials to be furnished, which may be made pursuant to the terms of said Contract, shall not in any way release either said Contractor or said Surety thereunder, nor shall any extensions of time granted under the provisions of said contract release either said Contractor or said Surety, and notice of such alterations or extensions of the contract is hereby waived by said Surety.

SIGNED AND SEALED, this _____ day of _____, 2024.

(SEAL)	_____ (SEAL)
(Contractor)	(Surety)
By: _____	By: _____
(Signature)	(Signature)

(SEAL AND NOTARIAL ACKNOWLEDGMENT OF SURETY)

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the code, and I will comply with such provisions before commencing the performance of the work of this contract.

Date: _____

_____
Contractor

By: _____
Signature

_____
Title

Attest:

By: _____
Signature

_____
Title

City of Loma Linda

Regular City Council Staff Report

Award a Contract to Orozco Landscape and Tree Company for Landscape Maintenance District Area B [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3L

To	From
City Council	Jeff Peterson, Associate Engineer

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the City Council award the contract for the maintenance of Landscape Maintenance District Area B for FY 24/25 Orozco Landscape and Tree Company in the amount of $322,569.24.

BACKGROUND:

The existing contract, with all extensions, will expire at the end of June 2024. Staff prepared a bid proposal and specifications that reflect the current conditions, regulations and needs of the City. This is an annual contract with 2 one-year extension options to begin July 1, 2024. A mandatory pre-bid job walk was conducted May 14, 2024.

ANALYSIS:

Only one bid, from Orozco Landscape and Tree Company of Pomona, was received and publicly opened on May 28, 2024. The proposed cost of $322,569.24 is in line with recent costs for this type of work. Staff has reviewed their bid submittal, contractor's license and checked references and is confident that Orozco Landscape and Tree Company can perform the work.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding for this service will be available in the FY 24/25 annual budget Account No. 1715200-51830.

Attachments

LMD Agreement.pdf

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2024, 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:

MAINTENANCE OF THE LANDSCAPE MAINTENANCE DISTRICT AND ANNEXATIONS CONTRACT "B"

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)

LABOR AND MATERIAL BOND

KNOW ALL MEN BY THESE PRESENTS,

THAT _____ as Contractor,

and _____ as Surety,

are held firmly bound unto THE CITY OF LOMA LINDA, a MUNICIPAL CORPORATION,

hereinafter called City, in the sum of _____ dollars,

for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Contractor has been awarded and is about to enter into the annexed contract with said City to perform all work required under the Project Specifications titled:

MAINTENANCE OF THE LANDSCAPE MAINTENANCE DISTRICT AND ANNEXATIONS – CONTRACT "B"

NOW THEREFORE, if said Contractor, or Subcontractor, fails to pay for any materials, equipment, or other supplies, or for rental of same, used in connection with the performance of work contracted to be done, or for amounts due under applicable State law for any work or labor thereon, said Surety will pay for the same in an amount not exceeding the sum specified above, and, in the event suit is brought upon this bond, a reasonable attorney's fee to be fixed by the court. Surety shall indemnify the City of Loma Linda against non-payment to subcontractors resulting in litigation. This bond shall insure to the benefit of any persons, companies, or corporations entitle to file claims under applicable State law.

PROVIDED, that any alterations in the work to be done or the materials to be furnished, which may be made pursuant to the terms of said Contract, shall not in any way release either said Contractor or said Surety thereunder, nor shall any extensions of time granted under the provisions of said contract release either said Contractor or said Surety, and notice of such alterations or extensions of the contract is hereby waived by said Surety.

SIGNED AND SEALED, this _____ day of _____, 2024.

_____ (SEAL)	_____ (SEALS)
(Contractor)	(Surety)
By: _____	By: _____
(Signature)	(Signature)

(SEAL AND NOTARIAL ACKNOWLEDGEMENT OF SURETY)

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the code, and I will comply with such provisions before commencing the performance of the work of this contract.

Date: _____

_____
Contractor

By: _____
Signature

_____
Title

Attest:

By: _____
Signature

_____
Title

City of Loma Linda

Regular City Council Staff Report

Award Contract to Crimson Marie Company for the Construction of Concrete "V" Ditch at Richardson Street (CIP 24-413) [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3M
To	**From**
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council award a contract for vee-swale installation along Richardson Street north of Redlands Boulevard to Crimson Marie Company of Phelan, CA in the amount of $54,800.00; also, award a contract for construction staking to Goodman & Associates, Inc. of Colton, CA in an amount not to exceed $1,700; and finally, authorize a contingency allocation of $5,500. 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 drainage improvements along the east side of Richardson Street from Redlands Boulevard to the foot of the Richardson Street/I-10 overpass. The project is intended to relieve flooding issues during periods of heavy rain.

ANALYSIS:

Two (2) bids were received and publicly opened on June 18, 2024. The bids were $54,800.00 and $180,000.00 (see attached bid summary). The low bidder, Crimson Marie Company of Phelan, CA, 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, therefore, staff recommends an allocation of ±10% of the construction amount ($5,500.00) for a contingency allocation.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding is available in Account No. 3095350-582430.

Attachments

Bid Results - Concrete V Ditch.pdf
Vee Swale Install Agreement.pdf

City of Loma Linda

Construction of Concrete "V" Swale at Richardson St.

Bid Opening June 18, 2024 (CIP 24-413)

				Engineering Estimate		**Crimson Marie Co.**		**We R Builders, Inc.**	
ITEM				UNIT		UNIT		UNIT	
NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL
1	Mobilization	LS	1	10,000.00	10,000.00	10,000.00	10,000.00	20,000.00	20,000.00
2	Concrete V ditch	LF	400	95.00	38,000.00	112.00	44,800.00	400.00	160,000.00
	TOTAL				**$48,000.00**		**$54,800.00**		**$180,000.00**

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2024, 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:

CONSTRUCTION OF CONCRETE 'V' DITCH AT RICHARDSON STREET

In accordance with the Specifications and Drawings therefore, to furnish at his own expense all labor, materials, equipment, tools, and services necessary therefore, 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 therefore, 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

_____
Printed Name & Title

ATTEST:

BY:_____
Signature

_____
Printed Name & Title

City of Loma Linda

Regular City Council Staff Report

Award Contract to Carollo Engineers for Sanitary Sewer Masterplan Update [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3N

To	From
City Council	Jeff Peterson, Associate Engineer

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the City Council award the contract to update the citywide sewer master plan to Carrollo Engineers, Inc. of San Bernardino in an amount not to exceed $369,500. City staff will provide project management.

BACKGROUND:

The City has completed the major Capital Improvement projects identified in the existing sewer master plan, which was prepared in 1998. Additionally, substantial changes have occurred to the community in expected as well as unexpected areas. This includes areas around the University/Medical Center and in the Mission overlay district. Changes in State law specifically the ADU provisions have impacts upon our sewer capacities.

ANALYSIS:

A Request for Proposal (RFP) was prepared and sent to five qualified engineering consultants. The request was to provide the City with a technical study for guidance concerning the future sanitary sewer system needs. Two proposals were received and evaluated. A thorough review indicated that Carrollo Engineers, Inc. would be the preferred consultant for this project. They quoted $369,483.00 and Engineering Resources of Southern California quoted $548,835.00. Carrollo Engineers, Inc. have provided other water and/or sewer consultant services to the City in the past. Their work has been timely, professional and competitively priced.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding will be available in Account No. 4173510-51820, Sewer Capital ($150,000) and Account No. 4053500-51820, Sewer Fund ($250,000).

Attachments

Professional Consultant Agreement.pdf

CITY OF LOMA LINDA

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made and effective as of _____, between the City of Loma Linda, a municipal corporation ("City") and _____, a California corporation, ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall commence on _____and shall remain and continue in effect until _____, unless otherwise terminated pursuant to the provisions of this Agreement. The City and Consultant may extend the Agreement for three additional two-year periods upon their mutual written consent.

2. SERVICES

Consultant shall act as the plan reviewer and perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A.

3. PERFORMANCE

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement.

4. CITY MANAGEMENT

City's City Manager shall represent City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant.

5. PAYMENT

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, based upon actual time spent on the above tasks.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given to Consultant for the performance of said services.

(c) Consultant will submit invoices monthly for actual services performed. Said invoices shall detail all costs, rates and hours for individual tasks. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of the Consultant's fees, it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

6. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least thirty (30) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement, such suspension or termination shall not make void or invalidate the remainder of this Agreement. Consultant also may terminate this Agreement by serving upon the City at least thirty (30) days prior written notice.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant on a pro-rata basis the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City pursuant to Section 5(c).

7. DEFAULT OF CONSULTANT

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the City Manager or his/her delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

8. OWNERSHIP OF DOCUMENTS

(a) Consultant shall maintain complete and accurate records with respect to billed time, sales, costs, expenses, receipts and other such information required by City that relate to

the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, claims, applications, computer files, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring and printing computer files.

9. INDEMNIFICATION

(a) Defense, Indemnity and Hold Harmless. Consultant shall defend, indemnify, and hold harmless the City, its present and former officers, directors, employees, agents, staff, volunteers, mayor, council, boards, committees, 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 Consultant herein, caused by or arising out of the negligent acts or omissions, or intentional misconduct of Consultant, including its subcontractors, subconsultants, employees, agents, and other persons or entities performing work for Consultant.

(b) Contractual Indemnity. To the fullest extent permitted under California law, Consultant 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 Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to Consultant's officers, agents, representative, employees, independent contractors, subcontractors, subconsultants, or affiliated or related entities and/or its or their employees, agents and representatives, caused by or arising out of all negligent acts or omissions, or intentional misconduct of Consultant, including its subcontractors, subconsultants, employees, agents and

other persons or entities performing work for Consultant. Indemnification shall include any claim that Consultant, or Consultant's employees or agents, are or may be considered and treated as 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. Consultant'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/Subconsultants and Indemnification. Consultant 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 Consultant in the performance of any aspect of this Agreement. In the event Consultant fails to obtain such indemnity obligations, Consultant 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 as set forth above. This obligation to indemnify and defend the Indemnified Parties is binding on the successors, assigns, or heirs of Consultant 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 of this Agreement.

(d) City Lost or Damaged Property – Theft. Consultant further agrees to pay or cause to be paid to the Indemnified Parties' benefit, any and all damages, fines, penalties, and loss or theft of property of the City arising out of or related in any way to the negligent acts or omissions or intentional misconduct of Consultant or of Consultant's officers, agents, representatives, employees, 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. Consultant further agrees to waive all rights of subrogation against the Indemnified Parties.

(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 Consultant under the terms of this Agreement or otherwise. The indemnification provisions shall apply regardless of whether this Agreement is executed after Consultant begins the work and shall extend to claims arising after this Agreement is performed or terminated, including a dispute as to the termination of Consultant. The indemnity obligations of Consultant 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. Further, no aspect of this provision shall impact the City's rights to contribution from Consultant, or for the City to dispute Consultant's refusal to defend and indemnify City.

(f) Limitations on Scope of Indemnity. Notwithstanding the foregoing, Consultant shall not be responsible for indemnification for claims or losses caused by the sole 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.

(g) The obligations of Consultant under this or any other provision of this Agreement shall not be limited by the provisions of any workers' compensation act or similar act. The Consultant expressly waives any statutory immunity under such statutes or laws as to the Indemnified Parties. The Consultant's indemnity obligation set forth in this Section 9 shall not be limited by the limits of any policies of insurance required or provided by the Consultant pursuant to this Agreement.

(h) The Consultant's covenant under this Section 9 shall survive the expiration or termination of this Agreement.

10. 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) Types of Required Coverages

Without limiting the indemnity provisions of the Contract, the Consultant 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, Consultant 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, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than $1,000,000 per occurrence, and $2,000,000 aggregate total bodily injury, personal injury, and property damage.

(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 limit 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. The insurance policies shall contain, or be endorsed to contain, the following provisions:

(1) Commercial General Liability

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 work or operations performed by or on behalf of the Consultant including materials, parts or equipment furnished in connection with such work or operations. 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 Agreement

Additional Insured Endorsements shall be at least as broad as ISO Forms CG 20 10 11 85; or CG 20 and 10 and CG 2037.

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. Coverage shall be at least as broad as ISO CG 20 01 04 13.

(2) Auto Liability

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 work or operations performed by or on behalf of the Contractor.

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.

(3) Workers' Compensation

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 Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all rights of subrogation against the indemnified parties and policies shall contain or be endorsed to contain such a provision. This provision applies regardless of whether the City has received a waiver of subrogation endorsement from the insurer.

(e) Evidence of Insurance

All policies, endorsements, certificates, and/or binders shall be subject to approval by the City as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by the City. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

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, Consultant 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. The City may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the Consultant or the City.

(g) Contractual Liability/Insurance Obligations

The coverage provided shall apply to the obligations assumed by the Consultant under the indemnity provisions of this Agreement. The insurance obligations under this Agreement shall be: (1) all the insurance coverage and/or limits carried by or available to the Consultant; or (2) the minimum insurance coverage requirements and/or limits shown in this Agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of the Consultant under this Agreement.

(h) Failure to Maintain Coverage

Consultant 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 Consultant until Consultant 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 Consultant's expense, the premium thereon.

In the event that the Consultant's operations are suspended for failure to maintain required insurance coverage, the Consultant 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 by 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 Consultant's Agreement with the City and continuous coverage shall be maintained or an extended reporting period shall be exercised for a period of at least five (5) years from termination or expiration of this Agreement.

(k) Insurance for Subcontractors

Consultant shall be responsible for causing Subcontractors/Subconsultants to purchase the same types and limits of insurance in compliance with the terms of this Agreement, including adding the City as an Additional Insured, providing Primary and Non-Contributory coverage and Waiver of Subrogation to the Subcontractors'/Subconsultant's policies. The Commercial General Liability Additional Insured Endorsement shall be on a form at least as board as CG 20 38 04 13.

11. INDEPENDENT CONTRACTOR

(a) Consultant is and shall at all times remain as to the City a wholly independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control and shall not be construed to be employees of City for any purpose, including eligibility under Public Employees Retirement Law. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant 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. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner. Consultant shall be solely responsible and hold the City harmless for all matters relating to the payment of Consultant's employees,

including compliance with Social Security withholdings and all other regulations governing such matters.

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

12. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its services pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

13. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Loma Linda in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Loma Linda will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

14. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the project performed under this Agreement.

15. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, responses to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(b) Consultant shall promptly notify City should Consultant, its officers, employees, agents or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, requests for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

(c) Consultant shall comply with all applicable federal, state and local Conflict of Interest laws, including the Political Reform Act (California Government Code, Section 81000, *et. seq.*) and California Government Code, Section 1090, *et. seq.* Consultant covenants that neither he/she nor any officer or principal of their firm have any interest in, or shall acquire any interest, directly or indirectly, which will conflict in any manner or degree with the performance of their services hereunder. Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed by them as an officer, employee, agent or subconsultant. Consultant further covenants that Consultant has not contracted with nor is performing any services, directly or indirectly, with any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City or the study area and further covenants and agrees that Consultant and/or its subconsultants shall provide no service or enter into any agreement or agreements with a/any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City or the study area prior to the completion of the work under this Agreement. Further, Consultant covenants not to give or receive any compensation, monetary or otherwise, to or from the ultimate vendor(s) of services to the City as a result of the performance of this Agreement, or the services that may be procured by the City as a result of the recommendations made by the Consultant. The Consultant's covenant under this Section shall survive the termination of this Agreement.

16. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To City:
T. Jarb Thaipejr, City Manager
City of Loma Linda
25541 Barton Rd.
Loma Linda, CA 92354

To Consultant:
Patrick Johnson, PE, CBO
Willdan Engineering
650 E. Hospitality Ln, Suite 400
San Bernardino, CA 92408

17. ASSIGNMENT AND SUBCONTRACTING

The Consultant shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, nor any monies due hereunder, without prior written consent of the City. The City's consent to an assignment of rights under this Agreement shall not release the Consultant from any of its obligations or alter any of its obligations to be performed under this Agreement. Any attempt at assignment or delegation by the Consultant in violation of this Section 17 shall be void and of no legal effect and shall constitute grounds to terminate this Agreement for cause. The Consultant shall not subcontract any performance required under this Agreement without the City's prior written consent.

18. LICENSES

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement, including a City of Loma Linda business license.

19. GOVERNING LAW

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Loma Linda.

20. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

21. CONTENTS OF REQUEST FOR PROPOSAL

Consultant is bound by the contents of City's Request for Proposal, Exhibit A hereto, and the contents of the proposal submitted by Consultant, Exhibit B hereto. In the event of conflict, the terms and requirements of the City's Request for Proposal and this Agreement shall take precedence over those contained in the Consultant's proposals.

22. CONFIDENTIALITY

Information and materials obtained by the Consultant from City during the performance of this Agreement shall be treated as strictly confidential and shall not be used by the Consultant for any purpose other than the performance of this Agreement. Consultant's covenant under this Section shall survive the expiration or termination of this Agreement.

23. DISCRIMINATION

The Consultant agrees that no person shall be excluded from employment in the performance of this Agreement on grounds of race, creed, color, sex, age, marital status, or place of national origin. In this connection, the Consultant agrees to comply with all County, State and Federal laws relating to equal employment opportunity rights.

24. EFFECT OF PARTIAL INVALIDITY

If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement and any application of the terms shall remain valid and enforceable under this Agreement or California law.

25. CLAIMS AGAINST CITY

Consultant must comply with the claim procedures set forth in Government Code sections 900, *et. seq*., and/or the Loma Linda Municipal Code, as applicable, prior to filing any lawsuit against the City. Such claims and any subsequent lawsuit based upon the claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Contractor. If no such claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the City.

26. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

27. NO THIRD PARTY BENEFICIARIES

This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

28. COST OF LITIGATION

If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement (whether in contract, tort or both), the prevailing Party shall be entitled to receive from the losing Party all attorneys' fees, costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses and attorneys' fees paid or incurred in good faith.

29. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be the original, and all of which together shall constitute one and the same instrument.

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

CONSULTANT: Willdan Engineering

By:_____
Signature

Name:_____
Typed/Printed

Title: _____

CITY: City of Loma Linda

By:_____
Signature

Name: T. Jarb Thaipejr
Typed/Printed

Title: City Manager

ATTEST:

_____
Lynette Arreola, City Clerk

APPROVED AS TO FORM:

_____
Diane Robbins, City Attorney

EXHIBIT A

The City's RFP – ADD HERE

EXHIBIT B

The proposal from the selected consultant – ADD HERE

City of Loma Linda

Regular City Council Staff Report

Award Contract to S & H Civilworks for the Installation of ADA Access Ramps, and Sidewalks at Various Locations (CIP 24-122) [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3O
To	**From**
City Council	Jeff Peterson, Associate Engineer
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that the City Council award the contract for ADA ramp and sidewalk installations, schedule 1 only, to S & H Civilworks of Colton, CA in the amount of $206,100.00 and authorize a contingency allocation of $20,000. City staff will provide inspection and project management.

BACKGROUND:

This project is included in the approved Capital Improvement Program listed in the annual budget. CDBG and Measure I funding will be used for this project. Generally, this is constructing ADA access ramps and replacing unsafe sidewalk throughout the city.

ANALYSIS:

Three (3) bids were received and publicly opened on June 25, 2024. Bids ranged from a low of $206,100.00 to a high of $317,840.00 (see attached bid summary). The low bidder, S & H Civilworks of Colton, CA, has been checked for references and found to be satisfactory. This contractor has performed adequately on similar City projects in the past. 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 ±10% of the construction amount ($20,000.00) for a contingency allocation.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding is available in Account Nos. 1325400-58500 and 1265340-58500.

Attachments

ADA Ramps and Sidewalks 2024.pdf
ADA Access Ramps 2024.pdf

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2024, 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:

INSTALLATION OF ADA ACCESS RAMPS, SIDEWALK, AND BUS PADS AT VARIOUS LOCATIONS (CIP 24-122)

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, Construction Contract Labor Compliance Provisions (Attachment D), 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)

_____
(Printed Name/Title)

ATTEST:

BY: _____
(Signature)

_____
(Printed Name/Title)

City of Loma Linda

ADA Access Ramps, Sidewalk Schedule 1 - Various Locations

Bid Opening June 25, 2024 (CIP 24-122)				**Engineering Estimate**		**S & H Civilworks**		**Gentry Gen. Eng., Inc.**	
ITEM				UNIT		UNIT		UNIT	
NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL
1	R & R Access Ramp per Std. R-8	EA.	7	7,500.00	52,500.00	8,500.00	59,500.00	16,700.00	116,900.00
2	R & R Sidewalk per Std. R-3.1	SF	6,673	12.00	80,076.00	15.00	100,095.00	18.00	120,114.00
3	R & R Curb & Gutter per Std. R-2.2	LF	174	65.00	11,310.00	120.00	20,880.00	160.00	27,840.00
4	R & R Driveway Approach per Std. R-4.1	SF	1,025	25.00	25,625.00	25.00	25,625.00	53.00	54,325.00
	TOTAL				**$169,511.00**		**$206,100.00**		**$319,179.00**

Bid Opening June 25, 2024 (CIP 24-122)				**Hardy & Harper, Inc.**	
ITEM				UNIT	
NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL
1	R & R Access Ramp per Std. R-8	EA.	7	14,900.00	104,300.00
2	R & R Sidewalk per Std. R-3.1	SF	6,673	23.00	153,479.00
3	R & R Curb & Gutter per Std. R-2.2	LF	174	139.00	24,186.00
4	R & R Driveway Approach per Std. R-4.1	SF	1,025	35.00	35,875.00
	TOTAL				**$317,840.00**

City of Loma Linda

Regular City Council Staff Report

Accept Parcel Map 20389 Off Site Improvements [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3P

To	From
City Council	Jeff Peterson, Associate Engineer

Via
T Jarb Thaipejr, City Manager

RECOMMENDATION:

It is recommended that the City Council accept the offsite improvements for Parcel Map 20389; release the associated guarantee in favor of a 10% maintenance guarantee and begin the one-year maintenance period.

BACKGROUND:

On April 12, 2022 the City Council approved Parcel Map No. 20389, subject to conditions of approval. The purpose of this map was to create four (4) large lots for development purposes. The Parcel Map subdivided 79 acres into 20 acre parcels. The owner constructed the major backbone infrastructure for this project, including Bryn Mawr Avenue and portions of Citrus Avenue and Park Avenue. The developer has completed the installation of the offsite improvements covered by the posted bond guarantee for improvements. The developer has made a request to have the City accept the improvements and begin the one-year maintenance period.

ANALYSIS:

The offsite improvements have been completed and reviewed. Staff is satisfied that the improvements are ready to be accepted by the City. The Developer will submit a maintenance guarantee of 10% for one year to guarantee the installed improvements.

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

The new infrastructure will be added to the City inventory.

Attachments

PM 20389.pdf

Conformed copy

NUMBERED PARCELS: 4
LETTERED LOTS: 8
GROSS ACREAGE: 78.739 ACRES
NET AREA: 70.767 ACRES

PARCEL MAP NO. 20389

SHEET 1 OF 5 SHEETS

PM 20389

IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

BEING A SUBDIVISION OF LOTS 1 THROUGH 6, INCLUSIVE, OF TRACT MAP NO. 12084, RECORDED IN BOOK 201, PAGES 75 AND 76, OF MAPS, TOGETHER WITH THE LAND DESCRIBED IN A GRANT DEED RECORDED MARCH 24, 2022 AS INSTRUMENT NO. 2022–0112284, OFFICIAL RECORDS OF SAID COUNTY.

PROACTIVE ENGINEERING CONSULTANTS, INC.
CHARLES J. MOORE, L.S. 9106 DATE OF SURVEY: SEPTEMBER, 2021

OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE ONLY PARTIES HAVING ANY RECORD TITLE INTEREST IN THE LAND SUBDIVIDED AS SHOWN ON THIS MAP, AND WE CONSENT TO THE PREPARATION AND RECORDATION OF THIS PARCEL MAP.

WE HEREBY DEDICATE TO THE CITY OF LOMA LINDA, FOR PUBLIC ROADS AND PUBLIC UTILITY PURPOSES: BRYN MAWR AVENUE, CITRUS AVENUE, AND PARK AVENUE, AS SHOWN ON THIS MAP.

HIGHPOINTE GROVES LLC, A CALIFORNIA LIMITED LIABILITY COMPANY

BY: _____
NAME: Timothy D England
TITLE: COO

BENEFICIARY

LENNAR HOMES OF CALIFORNIA, INC., A CALIFORNIA CORPORATION, BENEFICIARY UNDER A DEED OF TRUST RECORDED AUGUST 26, 2021 AS INSTRUMENT NO. 2021–0385844 OF OFFICIAL RECORDS.

BY: _____
NAME: Geoffrey Smith
TITLE: Vice President

NOTARY ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF Riverside) SS

ON THIS 26th DAY OF April, 2022, BEFORE ME, Beth Bailey (INSERT NAME), NOTARY PUBLIC,

PERSONALLY APPEARED Geoffrey Smith
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND HE/SHE/THEY ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

Beth Bailey _____
NAME PRINTED SIGNATURE

MY COMMISSION NO: 2247751 MY COMMISSION EXPIRES July 24, 2022.
MY PRINCIPAL PLACE OF BUSINESS IS Riverside COUNTY.

NOTARY ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

ON THIS 26th DAY OF April, 2022, BEFORE ME, Stacay Osso (INSERT NAME), NOTARY PUBLIC,

PERSONALLY APPEARED Timothy D. England
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND HE/SHE/THEY ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND

Stacay Osso _____
NAME PRINTED SIGNATURE

MY COMMISSION NO: 2315716 MY COMMISSION EXPIRES December 15, 2023
MY PRINCIPAL PLACE OF BUSINESS IS ORANGE COUNTY.

SIGNATURE OMISSIONS

PURSUANT TO THE PROVISIONS OF SECTION 66436 (a)(3)(A)(i–viii) OF THE SUBDIVISION MAP ACT, THE FOLLOWING SIGNATURES HAVE BEEN OMITTED:

CITY OF LOMA LINDA, HOLDER OF AN EASEMENT FOR STREET, SEWER, DRAINAGE, PUBLIC UTILITIES, AND PUBLIC ACCESS PURPOSES, RECORDED JULY 9, 2018 AS INSTRUMENT NO. 2018–0247037 OFFICIAL RECORDS AND ACCEPTED BY DOCUMENT RECORDED SEPTEMBER 17, 2018, AS INSTRUMENT NO. 2018–0342338 OFFICIAL RECORDS.

CITY OF LOMA LINDA, HOLDER OF AN EASEMENT FOR STREET, SEWER, DRAINAGE, PUBLIC UTILITIES, AND PUBLIC ACCESS PURPOSES, RECORDED JULY 9, 2018 AS INSTRUMENT NO. 2018–0247038 OFFICIAL RECORDS AND ACCEPTED BY DOCUMENT RECORDED SEPTEMBER 17, 2018, AS INSTRUMENT NO. 2018–0342339 OFFICIAL RECORDS.

SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT FOR UNDERGROUND ELECTRICAL SUPPLY SYSTEMS AND COMMUNICATION SYSTEMS, RECORDED SEPTEMBER 17, 2021, AS INSTRUMENT NO. 2021–0425297 OFFICIAL RECORDS.

SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT FOR ELECTRIC POLE LINES AND ASSOCIATED APPURTENANCES, RECORDED JULY 1, 1954, IN BOOK 3413 PAGE 424 OFFICIAL RECORDS.

SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT FOR ELECTRIC POLE LINES AND ASSOCIATED APPURTENANCES, RECORDED JULY 1, 1954, IN BOOK 3413 PAGE 425 OFFICIAL RECORDS.

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF HIGHPOINTE GROVES LLC, IN SEPTEMBER 2021. I HEREBY STATE THAT ALL MONUMENTS SHOWN HEREON ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN SUCH POSITIONS WITHIN ONE YEAR OF RECORDATION, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY.

LICENSED LAND SURVEYOR · CHARLES J. MOORE · L.S. 9106 · STATE OF CALIFORNIA

CHARLES J. MOORE, L.S. 9106 April 22, 2022 DATE

CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP, AND FOUND THAT IT CONFORMS WITH THE MAPPING PROVISIONS OF THE SUBDIVISION MAP ACT AND I AM SATISFIED SAID MAP IS TECHNICALLY CORRECT.

PROFESSIONAL LAND SURVEYOR · DAVID W. KROMMENHOEK · NO. 9455 · STATE OF CALIFORNIA

DAVID W. KROMMENHOEK, PLS 9455 5/04/2022 DATE
CITY SURVEYOR,
CITY OF LOMA LINDA

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP, AND THAT THE SUBDIVISION SHOWN HEREON IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP, IF REQUIRED, AND ANY APPROVED ALTERATIONS THEREOF, AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND THE CITY SUBDIVISION ORDINANCES HAVE BEEN COMPLIED WITH.

REGISTERED PROFESSIONAL ENGINEER · T. JARB THAIPEJR · NO. 47907 · CIVIL · STATE OF CALIFORNIA

T. Jarb Thaipejr 4/27/22
T. JARB THAIPEJR, RCE 47907 DATE
CITY ENGINEER,
CITY OF LOMA LINDA

CITY CLERK'S STATEMENT

I HEREBY STATE THAT THE CITY COUNCIL OF THE CITY OF LOMA LINDA, BY A MOTION DULY SECONDED AND PASSED, APPROVED THIS MAP ON THE 12th DAY OF April, 20 22 AND ACCEPTED THE DEDICATION OF BRYN MAWR AVENUE, CITRUS AVENUE, AND PARK AVENUE, AS SHOWN ON THIS MAP.

WE ALSO HEREBY ABANDON, PURSUANT TO SECTION 66445(j) OF THE SUBDIVISION MAP ACT, THE EASEMENT FOR ROADS ACQUIRED BY THE CITY OF LOMA LINDA BY TRACT MAP NO. 12084, FILED IN BOOK 201, PAGES 75 THROUGH 76, INCLUSIVE, OF MAPS, AND CERTIFICATE OF CORRECTION RECORDED MARCH 30, 1988 AND INSTRUMENT 88–093695, OFFICIAL RECORDS OF SAID COUNTY, NOT SHOWN ON THE MAP.

Lynette Arreola 4/27/2022
LYNETTE ARREOLA DATE
CITY CLERK, CITY OF LOMA LINDA

BOARD OF SUPERVISOR'S CERTIFICATE

I HEREBY CERTIFY THAT A BOND IN THE SUM OF 21,100 HAS BEEN EXECUTED AND FILED WITH THE BOARD OF SUPERVISORS OF SAN BERNARDINO COUNTY, STATE OF CALIFORNIA, CONDITIONED UPON PAYMENT OF ALL TAXES, (STATE, COUNTY, MUNICIPAL OR LOCAL) AND ALL SPECIAL ASSESSMENTS, COLLECTED AS TAXES, WHICH AT THE TIME OF FILING OF THIS MAP WITH SAN BERNARDINO COUNTY ASSESSOR–RECORDER–COUNTY CLERK, ARE A LIEN AGAINST SAID PROPERTY, BUT NOT YET PAYABLE; AND THAT THE SUBDIVIDER HAS FILED WITH ME A CERTIFICATE BY THE PROPER OFFICER GIVING HIS ESTIMATE OF THE AMOUNT OF SAID TAXES AND SPECIAL ASSESSMENTS; AND SAID BOND IS HEREBY ACCEPTED.

DATED: 5/6/2022

LYNNA MONELL
CLERK OF THE BOARD OF SUPERVISORS
SAN BERNARDINO COUNTY

BY: _____, DEPUTY

AUDITOR–CONTROLLER/TREASURER/TAX COLLECTOR'S CERTIFICATE

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE OFFICE, AS OF THIS DATE, THERE ARE NO LIENS AGAINST THE REAL PROPERTY SHOWN UPON THIS MAP FOR UNPAID STATE, COUNTY, MUNICIPAL OR LOCAL TAXES, OR SPECIAL ASSESSMENTS COLLECTED AS TAXES, EXCEPT TAXES OR SPECIAL ASSESSMENTS NOT YET PAYABLE, ESTIMATED TO BE: 21,100.

DATE: 5/6/2022

ENSEN MASON
AUDITOR–CONTROLLER/TREASURER/TAX COLLECTOR
SAN BERNARDINO COUNTY

BY: _____, DEPUTY

SAN BERNARDINO COUNTY RECORDER'S CERTIFICATE

THIS MAP HAS BEEN FILED UNDER DOCUMENT NUMBER 2022-0177113, O.R. THIS 12th DAY OF MAY, 2022 AT 11:00 A.M. IN BOOK 258 OF Parcel MAPS AT PAGES 99-103, AT THE REQUEST OF First American Title IN THE AMOUNT OF $ 17.00

BOB DUTTON
ASSESSOR–RECORDER
SAN BERNARDINO COUNTY

BY: _____
DEPUTY RECORDER

PM 20389

NUMBERED PARCELS: 4
LETTERED LOTS: 8
GROSS ACREAGE: 78.739 ACRES
NET AREA: 70.767 ACRES

PARCEL MAP NO. 20389

PM 20389

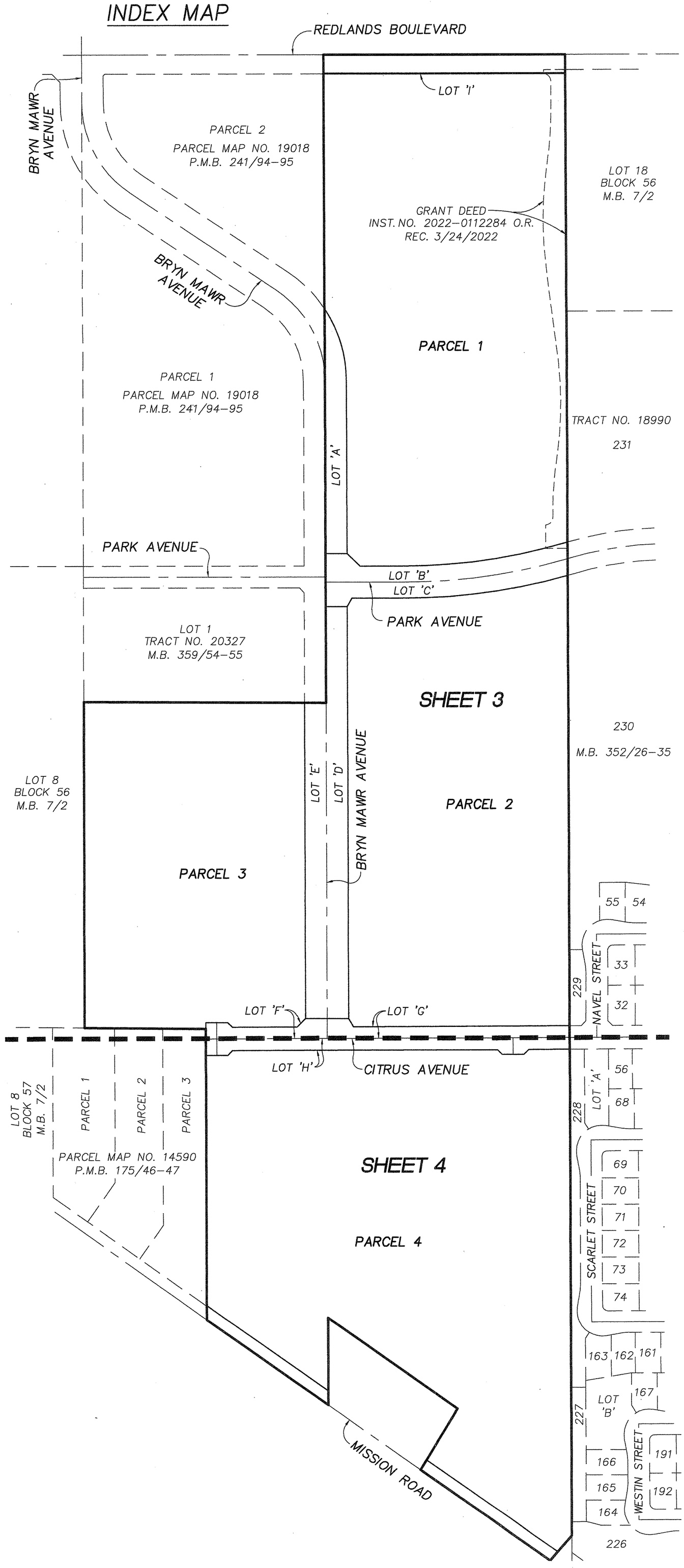
IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

BEING A SUBDIVISION OF LOTS 1 THROUGH 6, INCLUSIVE, OF TRACT MAP NO. 12084, RECORDED IN BOOK 201, PAGES 75 AND 76, OF MAPS, TOGETHER WITH THE LAND DESCRIBED IN A GRANT DEED RECORDED MARCH 24, 2022 AS INSTRUMENT NO. 2022-0112284, OFFICIAL RECORDS OF SAID COUNTY.

PROACTIVE ENGINEERING CONSULTANTS, INC.
CHARLES J. MOORE, L.S. 9106

DATE OF SURVEY: SEPTEMBER, 2021

INDEX MAP



SCALE: 1"= 200'

0 100' 200' 400'

SURVEYOR'S NOTES

B/B – BEARING/BEARING
C. – CALCULATED
IP – IRON PIPE
M. – MEASURED
P.P. – PLASTIC PLUG
SNF – SEARCHED, NOTHING FOUND

BASIS OF BEARINGS

THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING OF N00°37'55"W AS SHOWN ON THE WESTERLY LINE OF TRACT MAP NO. 12084, MB 201/75-76.

RECORD REFERENCES

( ) – INDICATES RECORD DATA, AS NOTED
{ } – INDICATES RECORD DATA, PER R1
R1 – TRACT MAP NO. 12084, MB 201/75-76
R2 – RECORD OF SURVEY, RSB 77/47
R3 – PARCEL MAP NO. 19018, PMB 241/94-95
R4 – TRACT MAP NO. 18990, MB 352/26-35

MONUMENT NOTES

SET LEAD, TACK, & TAG "LS 9106" FLUSH IN TOP OF CURB ON SIDE LOT LINES PROJECTED.

SET LEAD, TACK, & TAG "LS 9106" FLUSH IN TOP OF CURB FOR BCs, ECs, PCCs, PRCs, & CORNER CUTBACKS PROJECTED PERPENDICULAR OR RADIAL FROM CENTERLINE.

ALL MONUMENTS SHOWN AS "SET" SHALL BE SET IN ACCORDANCE WITH THE TERMS OF THE MONUMENTATION AGREEMENT FOR THIS MAP.

○ – INDICATES 1" IRON PIPE & TAG "LS 9106", FLUSH, OR SPIKE & WASHER "LS 9106", FLUSH, OR LEAD, TACK & TAG "LS 9106" TO BE SET, FLUSH.

● – INDICATES FOUND MONUMENT AS NOTED

[A] – STREET R/W DEDICATED AND ACCEPTED PER TRACT MAP NO. 12084, MB 201/75-76

[1] – FOUND LEAD, TACK, & TAG "RCE 15698" DOWN 0.6' IN FENCE FOOTING IN LIEU OF 1"IP & TAG "RCE 15698", PER R1

[2] – FOUND 1"IP & P.P. "RCE 15698" DOWN 0.4', PER R1

[3] – FOUND 1"IP & P.P. "RCE 30238" FLUSH, PER PM 14590, PMB 175 / 46-47. HELD FOR LINE ONLY

[4] – FOUND 1"IP & P.P. "RCE 15698" DOWN 0.8', PER R1

[5] – FOUND 1"IP & P.P. "RCE 28500" FLUSH IN A.C. PAVEMENT PER TR-16730, M.B. 309 / 24-37

[6] – FOUND 1-1/4"IP & TACK (TAG MISSING) DOWN 0.5', ACCEPTED AS ANGLE POINT E'LY LINE LOT 6 PER R2

[7] – SNF, ESTABLISHED BY RECORD ANGLE FROM THE E'LY LINE LOT 6, PER R1, NOTHING SET

EXISTING EASEMENTS

(1) – EASEMENT FOR STREET, SEWER, DRAINAGE, PUBLIC UTILITIES, AND PUBLIC ACCESS PURPOSES, IN FAVOR OF THE CITY OF LOMA LINDA RECORDED JULY 9, 2018 AS INSTRUMENT NO. 2018-0247037 O.R. AND ACCEPTED BY DOCUMENT RECORDED SEPTEMBER 17, 2018, AS INSTRUMENT NO. 2018-0342338 O.R.

(2) – EASEMENT FOR STREET, SEWER, DRAINAGE, PUBLIC UTILITIES, AND PUBLIC ACCESS PURPOSES, IN FAVOR OF THE CITY OF LOMA LINDA RECORDED JULY 9, 2018 AS INSTRUMENT NO. 2018-0247038 O.R. AND ACCEPTED BY DOCUMENT RECORDED SEPTEMBER 17, 2018, AS INSTRUMENT NO. 2018-0342339 O.R.

(3) – EASEMENT FOR UNDERGROUND ELECTRICAL SUPPLY SYSTEMS AND COMMUNICATION SYSTEMS, IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY, RECORDED SEPTEMBER 17, 2021, AS INSTRUMENT NO. 2021-0425297 O.R.

(4) – EASEMENT FOR ELECTRIC POLE LINES AND ASSOCIATED APPURTENANCES, IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY, RECORDED JULY 1, 1954, IN BOOK 3413 PAGE 424 O.R.

(5) – EASEMENT FOR ELECTRIC POLE LINES AND ASSOCIATED APPURTENANCES, IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY, RECORDED JULY 1, 1954, IN BOOK 3413 PAGE 425 O.R.

PM 20389

NUMBERED PARCELS: 4
LETTERED LOTS: 8
GROSS ACREAGE: 78.739 ACRES
NET AREA: 70.767 ACRES

PARCEL MAP NO. 20389

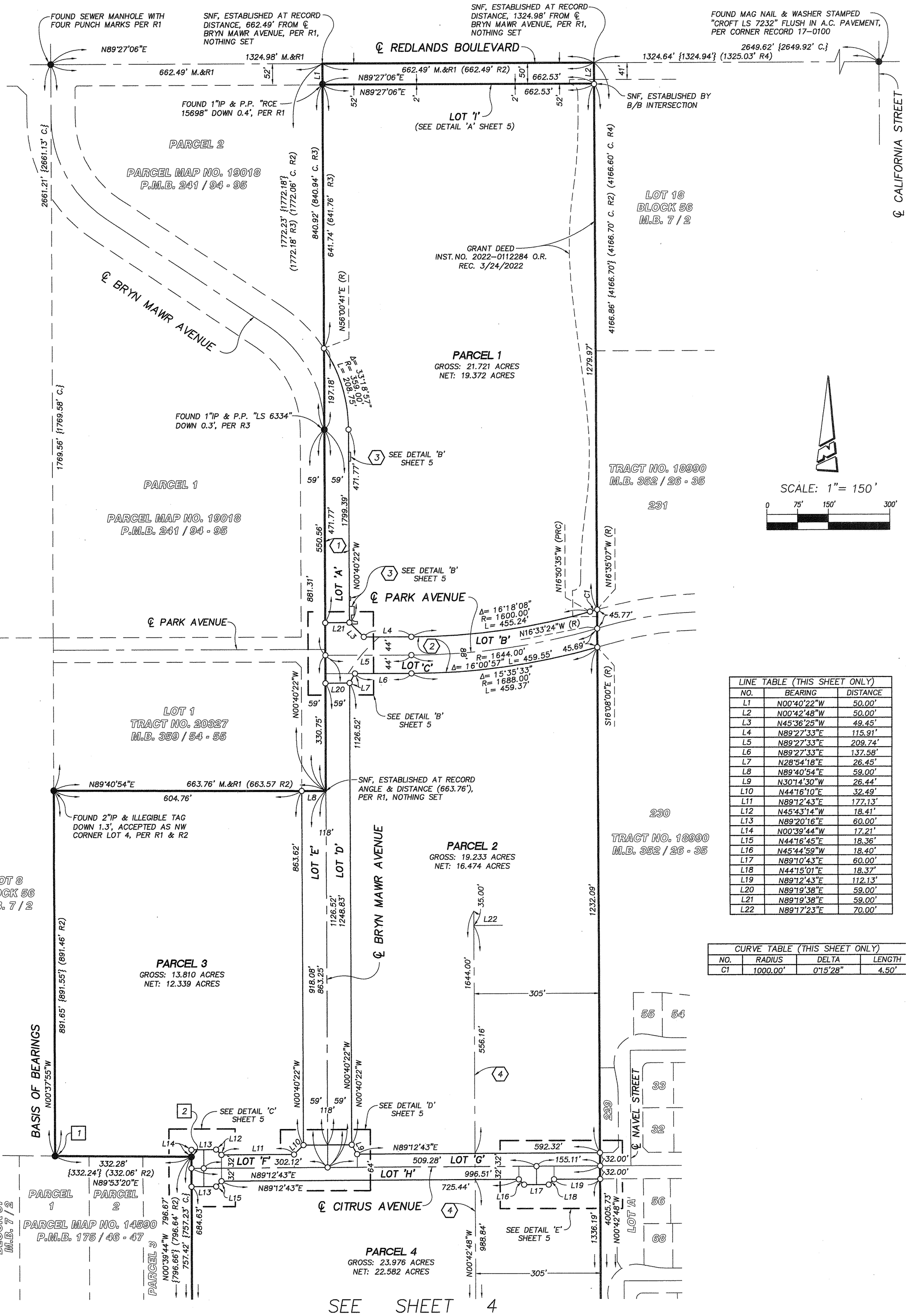
SHEET 3 OF 5 SHEETS

IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

BEING A SUBDIVISION OF LOTS 1 THROUGH 6, INCLUSIVE, OF TRACT MAP NO. 12084, RECORDED IN BOOK 201, PAGES 75 AND 76, OF MAPS, TOGETHER WITH THE LAND DESCRIBED IN A GRANT DEED RECORDED MARCH 24, 2022 AS INSTRUMENT NO. 2022–0112284, OFFICIAL RECORDS OF SAID COUNTY.

PROACTIVE ENGINEERING CONSULTANTS, INC.
CHARLES J. MOORE, L.S. 9106 DATE OF SURVEY: SEPTEMBER, 2021

PM 20389



LINE TABLE (THIS SHEET ONLY)		
NO.	BEARING	DISTANCE
L1	N00°40'22"W	50.00'
L2	N00°42'48"W	50.00'
L3	N45°36'25"W	49.45'
L4	N89°27'33"E	115.91'
L5	N89°27'33"E	209.74'
L6	N89°27'33"E	137.58'
L7	N28°54'18"E	26.45'
L8	N89°40'54"E	59.00'
L9	N30°14'30"W	26.44'
L10	N44°16'10"E	32.49'
L11	N89°12'43"E	177.13'
L12	N45°43'14"W	18.41'
L13	N89°20'16"E	60.00'
L14	N00°39'44"W	17.21'
L15	N44°16'45"E	18.36'
L16	N45°44'59"W	18.40'
L17	N89°10'43"E	60.00'
L18	N44°15'01"E	18.37'
L19	N89°12'43"E	112.13'
L20	N89°19'38"E	59.00'
L21	N89°19'38"E	59.00'
L22	N89°17'23"E	70.00'

CURVE TABLE (THIS SHEET ONLY)			
NO.	RADIUS	DELTA	LENGTH
C1	1000.00'	0°15'28"	4.50'

NUMBERED PARCELS: 4
LETTERED LOTS: 8
GROSS ACREAGE: 78.739 ACRES
NET AREA: 70.767 ACRES

PARCEL MAP NO. 20389

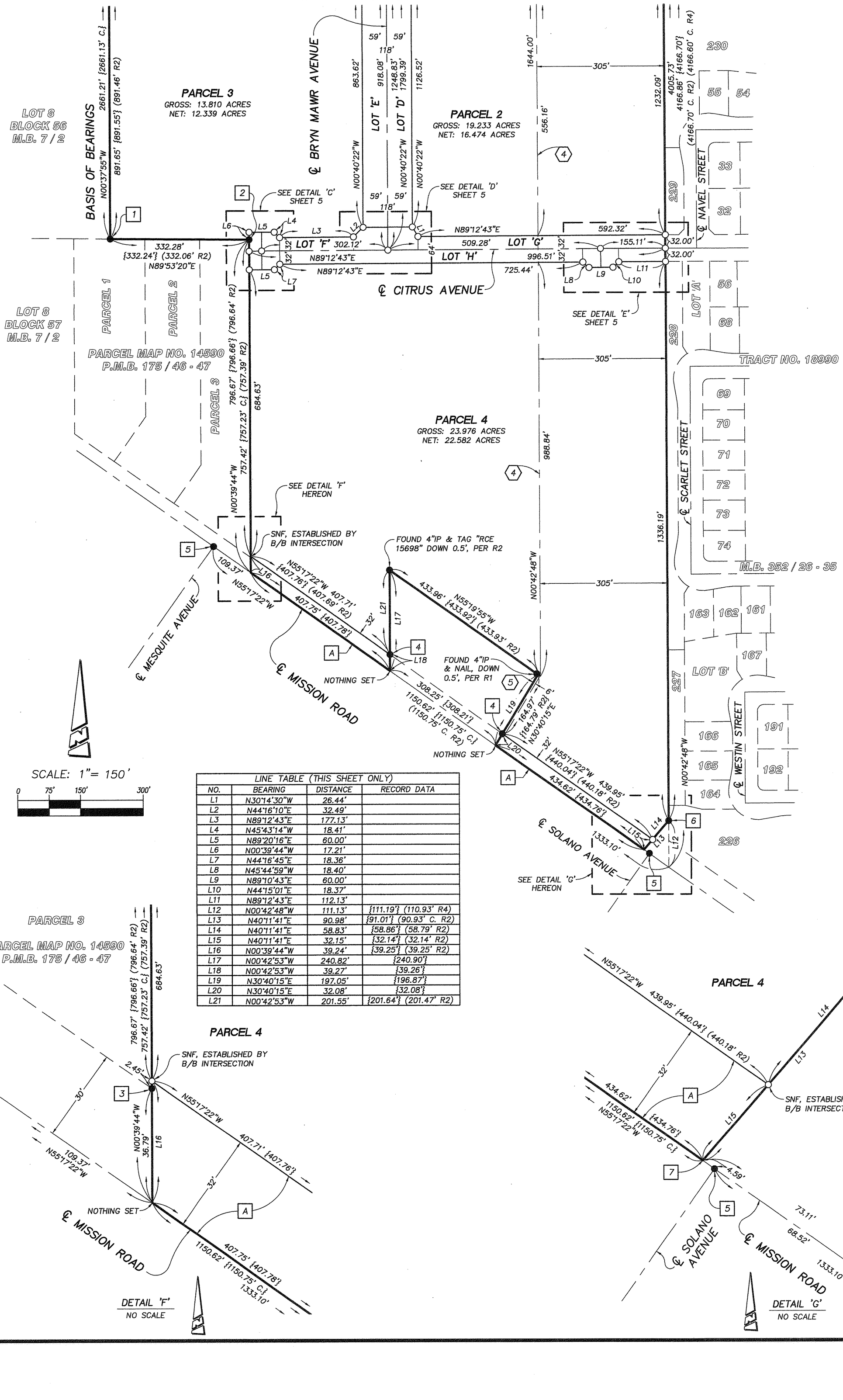
PM20389

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PROACTIVE ENGINEERING CONSULTANTS, INC.
CHARLES J. MOORE, L.S. 9106 DATE OF SURVEY: SEPTEMBER, 2021

SEE SHEET 3



SCALE: 1"= 150'

0 75' 150' 300'

LINE TABLE (THIS SHEET ONLY)			
NO.	BEARING	DISTANCE	RECORD DATA
L1	N30°14'30"W	26.44'	
L2	N44°16'10"E	32.49'	
L3	N89°12'43"E	177.13'	
L4	N45°43'14"W	18.41'	
L5	N89°20'16"E	60.00'	
L6	N00°39'44"W	17.21'	
L7	N44°16'45"E	18.36'	
L8	N45°44'59"W	18.40'	
L9	N89°10'43"E	60.00'	
L10	N44°15'01"E	18.37'	
L11	N89°12'43"E	112.13'	
L12	N00°42'48"W	111.13'	{111.19'} (110.93' R4)
L13	N40°11'41"E	90.98'	{91.01'} (90.93' C. R2)
L14	N40°11'41"E	58.83'	{58.86'} (58.79' R2)
L15	N40°11'41"E	32.15'	{32.14'} (32.14' R2)
L16	N00°39'44"W	39.24'	{39.25'} (39.25' R2)
L17	N00°42'53"W	240.82'	{240.90'}
L18	N00°42'53"W	39.27'	{39.26'}
L19	N30°40'15"E	197.05'	{196.87'}
L20	N30°40'15"E	32.08'	{32.08'}
L21	N00°42'53"W	201.55'	{201.64'} (201.47' R2)

PM 20389

NUMBERED PARCELS: 4
LETTERED LOTS: 8
GROSS ACREAGE: 78.739 ACRES
NET AREA: 70.767 ACRES

PARCEL MAP NO. 20389

SHEET 5 OF 5 SHEETS

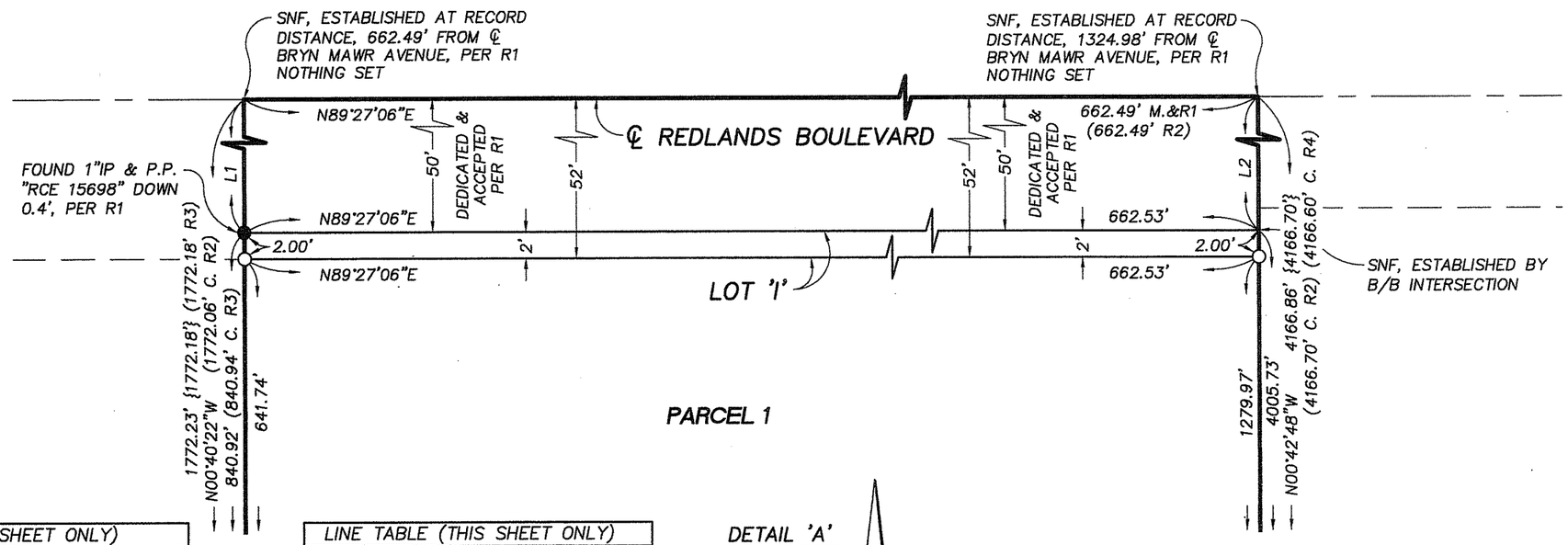
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PROACTIVE ENGINEERING CONSULTANTS, INC.

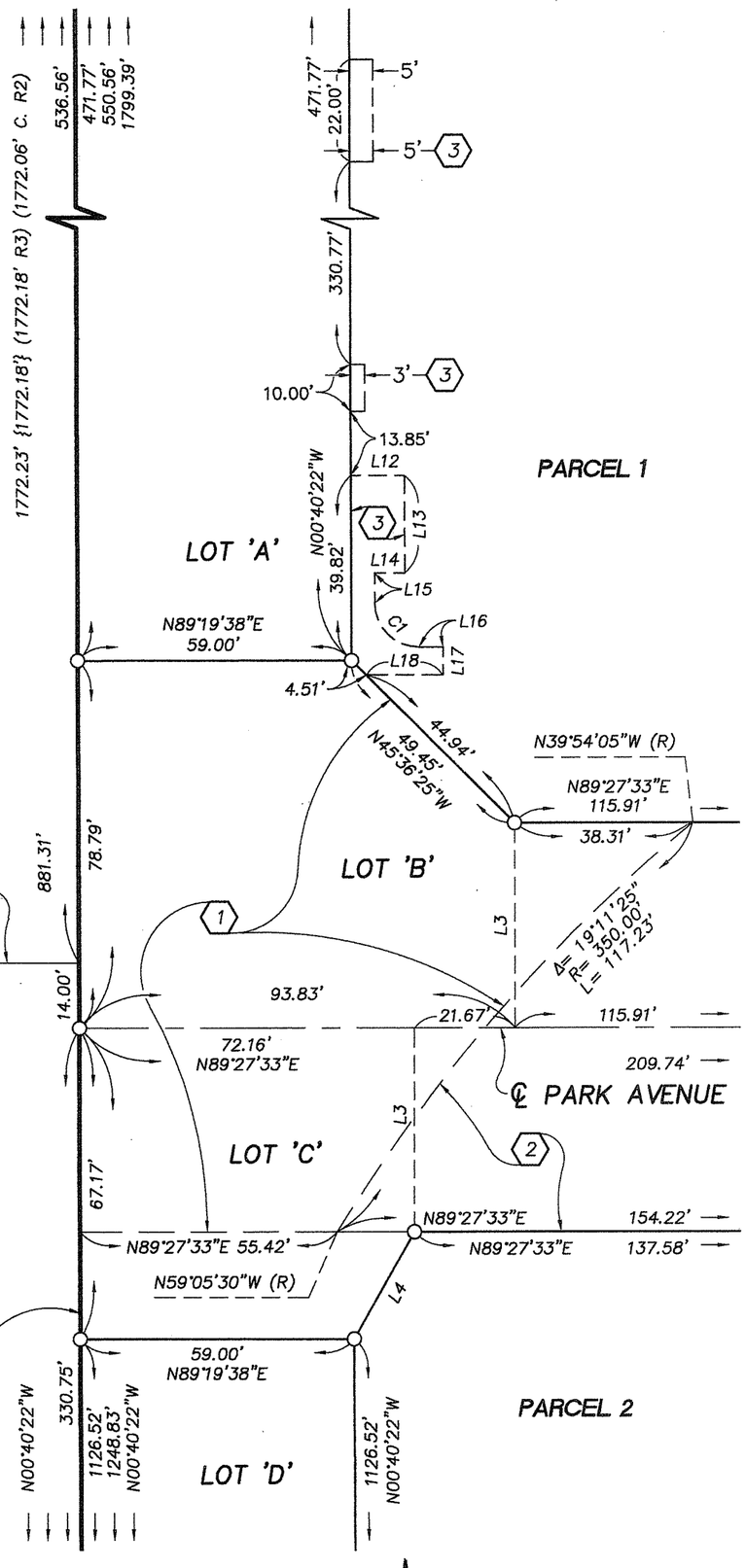
CHARLES J. MOORE, L.S. 9106 DATE OF SURVEY: SEPTEMBER, 2021



CURVE TABLE (THIS SHEET ONLY)			
NO.	RADIUS	DELTA	LENGTH
C1	9.50'	90°00'00"	14.92'

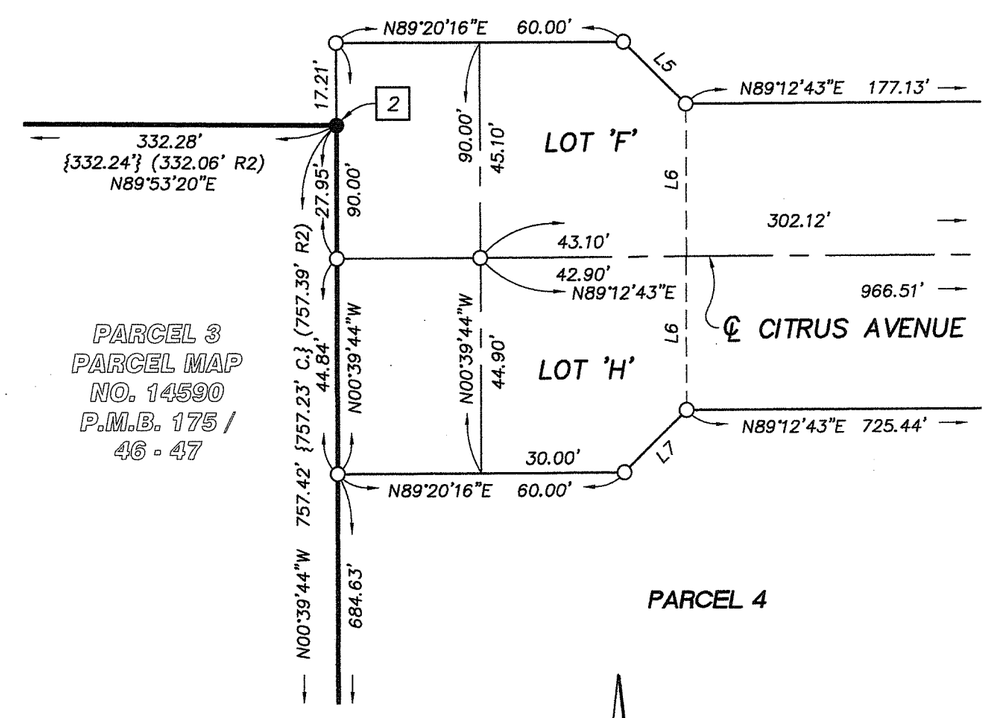
LINE TABLE (THIS SHEET ONLY)		
NO.	BEARING	DISTANCE
L1	N00°40'22"W	50.00'
L2	N00°42'48"W	50.00'
L3	N00°32'27"W	44.00'
L4	N28°54'18"E	26.45'
L5	N45°43'14"W	18.41'
L6	N00°47'17"W	32.00'
L7	N44°16'45"E	18.36'
L8	N44°16'10"E	32.49'
L9	N30°14'30"W	26.44'
L10	N45°44'59"W	18.40'
L11	N44°15'01"E	18.37'
L12	N89°19'38"E	11.50'
L13	N00°40'22"W	21.00'
L14	N89°19'38"E	6.50'
L15	N00°40'22"W	6.51'
L16	N89°19'38"E	5.18'
L17	N00°40'22"W	6.00'
L18	N89°19'38"E	16.50'

DETAIL 'A'
NO SCALE
SEE SHEET 3

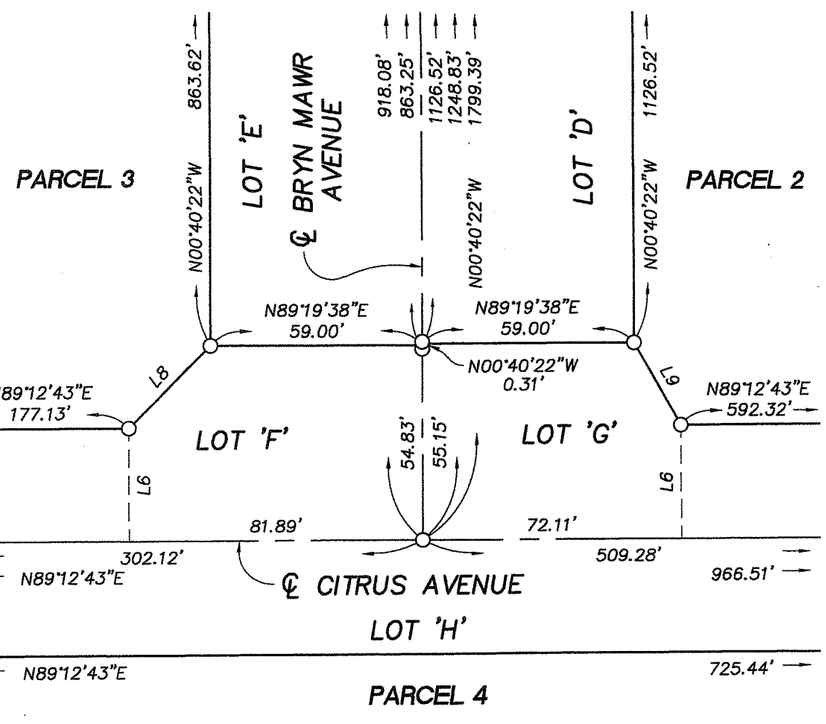


DETAIL 'B'
NO SCALE
SEE SHEET 3

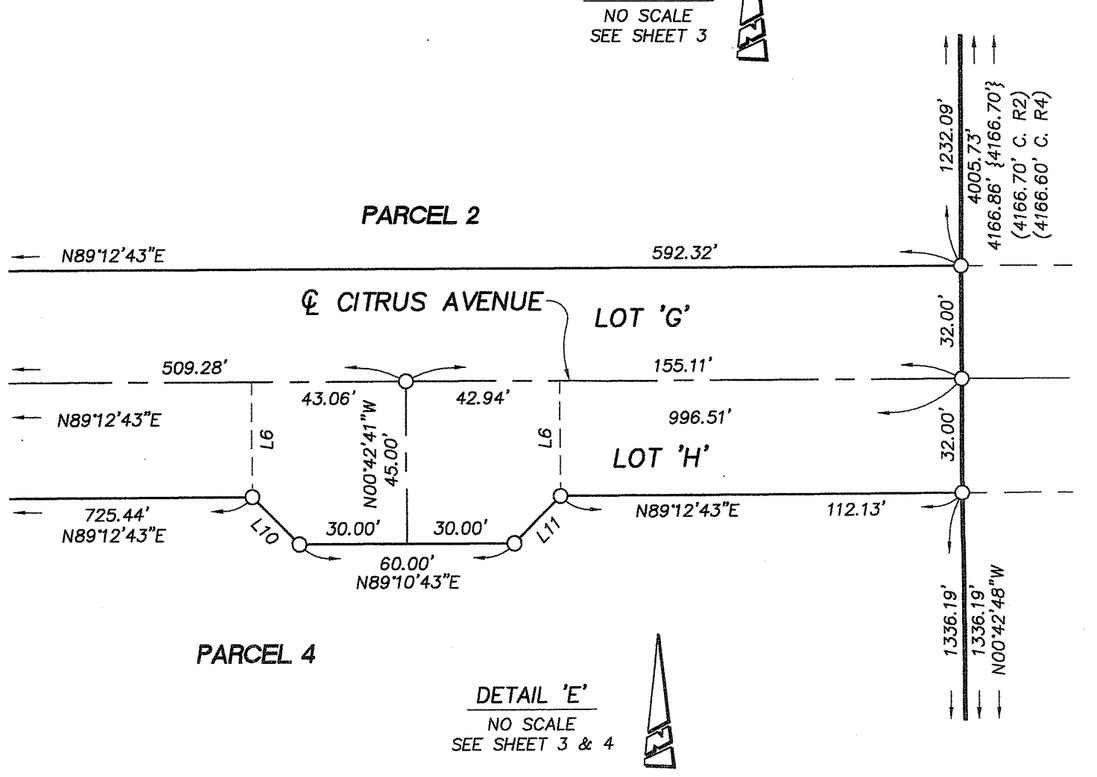
PARCEL 3
PARCEL MAP NO. 14590
P.M.B. 175 / 46 - 47



DETAIL 'C'
NO SCALE
SEE SHEET 3 & 4



DETAIL 'D'
NO SCALE
SEE SHEET 3 & 4



DETAIL 'E'
NO SCALE
SEE SHEET 3 & 4

PM 20389

City of Loma Linda

Regular City Council Staff Report

Approve a supplemental appropriation of $300,000 from General Fund Reserves; appropriate the funds into the Grant Expense Account and authorized the purchase five (5) 12-lead cardiac monitor/defibrillators. Accept a grant revenue of $300,000 from San Manual Band of Indians for reimbursement costs of the equipment. Declare four existing monitors being replaced as surplus and authorize their disposition. [Fire]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3Q

To	From
City Council	Nataly Alvizar, Executive Aide

Via
Jeff Gillette, Battalion Chief

RECOMMENDATION:

It is recommended that the City Council approve a supplemental appropriation of $300,000 from General Fund Reserves; appropriate the funds into the Fire Expense Account and authorized the purchase five (5) 12-lead cardiac monitor/defibrillators. Accept a grant revenue of $300,000 from San Manual Band of Indians for reimbursement costs of the equipment; Declare four existing monitors being replaced as surplus and authorize their disposition.

BACKGROUND:

On June 11, 2024 the Council approved the acceptance of the donation of five (5) 12-lead cardiac monitor/defibrillators, on the consent calendar. It was recently clarified that the City of Loma Linda will instead be responsible for purchasing the monitors. The City will receive a $300,000 donation from the San Manuel Band of Mission Indians to offset the expenditure. This donation will be deposited into a designated account and allocated specifically for purchasing five new 12-lead cardiac monitor/defibrillators. These state-of-the-art devices will meet updated technology standards, ensure seamless interoperability with surrounding agencies, including the transport agency, and replace the current cardiac monitors/defibrillators that are nearing the end of their operational lifespan. To ensure competitive pricing, staff utilized Sourcewell, a cooperative purchasing organization for public sector procurement.

ANALYSIS:

The cardiac monitor/defibrillator is essential for providing Advanced Life Support (ALS) care and is mandated by the County EMS Authority. The Fire Department, with the assistance of the San Manuel Band of Mission Indians, secured this grant to fulfill this requirement. Loma Linda is renowned for its world-class medical care, and these upgraded devices will enhance patient treatment through improved cardiac monitoring. Securing this grant ensures that the City of Loma Linda remains operationally aligned with partnering agencies in delivering patient care.

FINANCIAL IMPACT:

There is no financial impact. Recognizing the donation revenue of $300,000 to account 1370000-49804 and appropriating the expenditure to account 1375630-58220 will fully offset the cost of the 12-lead cardiac monitor/defibrillators.

City of Loma Linda

Regular City Council Staff Report

Notice of Completion - Waterline Improvements at Beaumont Avenue and Nevada Street (CIP 20-657) [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3R
To	**From**
City Council	Julia Loeffert, Executive Assistant
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

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

BACKGROUND:

On August 11, 2023, City Council awarded the contract to MCC Equipment Rentals, Inc. of Yucaipa, CA for an amount of $859,888.00 with an approved contingency of $86,000.00. On May 14, 2024, City Council approved a change order in the amount of $125,000.00. The final project cost was $1,174,628.06 which exceeded the contract, change order and contingency amount by $103,740.06. The additional costs were due to conflicts with unknown utility locations. San Timoteo Creek Channel required a bridge crossing, the UPRR tracks limited construction time and the Kinder Morgan high pressure interstate gas line exact location necessitated our new waterline relocation. These many adjustments, along with the on-again off-again construction schedule, may have contributed to a catastrophic failure of a pipe joint during the initial warranty use period. The contractor performed professionally and completed the work satisfactory.

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

ANALYSIS:

N/A

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

Funding for this project was appropriated in account number 4387200-58500. However, the project amount exceeded the estimated change order and contingency by $103,740.06. There are adequate funds remaining in fiscal year 2024's budget due to unspent funds for the 1.6M gallon reservoir, which will cover the additional cost required to complete the project.

Attachments

Waterline Improvements on Beaumont Avenue (CIP 20-657).pdf

LYNETTE ARREOLA RECORDING REQUESTED BY: AND WHEN RECORDED MAIL TO: LYNETTE ARREOLA CITY CLERK CITY OF LOMA LINDA 25541 BARTON ROAD LOMA LINDA CA 92354	

APN# n/a

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

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

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

   (If other than fee, strike "in fee" and insert, for example "purchaser under contract of purchase" or "lessee.")
5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:

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

   Names Addresses
7. A work of improvement on the property hereinafter described was COMPLETED June 28, 2024
8. The work of improvement completed is described as follows: Waterline improvements at Beaumont Avenue
9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is MCC Equipment Rentals, Inc, P.O. Box 1730, Yucaipa, CA 92399
10. The street address of said property is Beaumont Avenue
11. The property on which said work of improvement was completed is in the City of Loma Linda County of San Bernardino, State of California, and is described as follows: Waterline improvement at Beaumont Avenue (CIP 20-657)

Signature of Owner or Agent Owner _____ Date: _____

Lynette Arreola, City Clerk

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

_____ _____

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

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

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

_____ _____

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

City of Loma Linda

Regular City Council Staff Report

Notice of Completion - Purchase and Installation of (2) Two Fuel Management Systems for Fire and Public Works Departments [Public Works]

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Consent Calendar Item: 3S
To	**From**
City Council	Julia Loeffert, Executive Assistant
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

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

BACKGROUND:

On February 13, 2024, City Council awarded the contract for the purchase and installation of two (2) fuel management systems from, World Fuel Services of Parish, NY, for the amounts of $15,973.88, Fire Department, and $16,489.62, Corporation Yard, with an approved contingency of $3,200.00. The final project cost for both locations combined was $35,041.55 which is within contingency. The additional costs were due to the fact that sales tax was inadvertently not included in the original quotes. The contractor performed professionally and completed the work satisfactory.

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

ANALYSIS:

N/A

ENVIRONMENTAL IMPACT:

N/A

FINANCIAL IMPACT:

A supplemental appropriation was added during the FY 2024 Mid-Year Budget Review process, in the amount of $16,500, along with a $1,300.00 budget adjustment was transferred into 0013400-58220, Facilities Capital Equipment account, for the Corp Yard's system. Budget transfers were completed within Fire Suppression's budget to cover the expense of Fire Station's system.

Attachments

Fuel Management Systems 2024.pdf

LYNETTE ARREOLA RECORDING REQUESTED BY: AND WHEN RECORDED MAIL TO: LYNETTE ARREOLA CITY CLERK CITY OF LOMA LINDA 25541 BARTON ROAD LOMA LINDA CA 92354	

APN# 0284-201-15 & 0292-141-03

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

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

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

   (If other than fee, strike "in fee" and insert, for example "purchaser under contract of purchase" or "lessee.")
5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:

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

   Names Addresses
7. A work of improvement on the property hereinafter described was COMPLETED June 18, 2024
8. The work of improvement completed is described as follows: Fuel Management Systems for Fire Department & Corporation Yard
9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is World Fuel Services of Parish, NY
10. The street address of said property is 11325 Loma Linda Dr. & 26000 Barton Road, Loma Linda, CA 92354
11. The property on which said work of improvement was completed is in the City of Loma Linda County of San Bernardino, State of California, and is described as follows:
    Fuel Management Systems for Fire Department & Corporation Yard

Signature of Owner or Agent Owner _____ Date: _____

Lynette Arreola, City Clerk

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

_____ _____

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

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

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

_____ _____

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

City of Loma Linda

Regular City Council Staff Report

Council Bill #O-2024-04 - Second Hearing - An Ordinance of the City Council of the City of Loma Linda repealing Ordinance 712, which will remove Chapter 17.105 Formula-Based Fast Food Restaurants of the Loma Linda Municipal Code in its entirety, and amending Chapter 17.40 Commercial and Industrial Zones (BP, CO, C-1, C-2, and CM) to allow Fast Food Restaurant With Drive-Through in the BP, C-1, C-2, and CM Zones subject to a Conditional Use Permit and specific use regulations, and amending applicable definitions in Chapter 17.02 Introduction and Definitions for consistency purposes throughout the Development Code (Continued from June 25, 2024)

On June 11, 2024, the City Council introduced the first reading of Council Bill #O-2024-04 and set the second reading for June 25, 2024, for adoption. However, due to a lack of quorum on June 25, 2024, the item was continued to July 9, 2024.

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Old Business Item: 4A
To	**From**
City Council	Lynette Arreola, City Clerk
Via	
T Jarb Thaipejr, City Manager	

RECOMMENDATION:

It is recommended that City Council:

1. Waive the reading of Council Bill #O-2024-04 in its entirety;
2. Direct the Clerk to ready by title only; and
3. Adopt the Ordinance.

BACKGROUND:

In 2013, City Council adopted an ordinance to regulate and prohibit formula-based fast-food restaurants with drive-through services across all zoning districts. The decision to ban drive-through facilities stemmed from community engagements and workshops aimed at promoting a healthier food environment.

On June 5, 2024, the Planning Commission voted unanimously to recommend the adoption of the proposed ordinance with a provision to encourage healthy menu options, which is now included in the attached ordinance under section 17.40.030(C)(3)(f).

On June 11, 2024, the City Council conducted a public hearing, introduced Council Bill #O-2024-04 on First Reading and set the Second Reading for June 25, 2024. However, due to the lack of a quorum on June 25, the item was continued to July 9, 2024.

ANALYSIS:

The adoption of this Ordinance will repeal Ordinance 712, which will remove Chapter 17.105, Formula-Based Fast Food Restaurants, from the Municipal Code, and amend Chapter 17.40, Commercial and Industrial Zones (BP, CO, C-1, C-2 and CM), to allow Fast Food Drive-Through Restaurants in the specified zones, subject to a Conditional Use Permit and specific use regulations.

FINANCIAL IMPACT:

The adoption of the Ordinance will have no impact upon current revenue or expenditure levels; however, it would generate additional sales and tax revenue and job opportunities.

Attachments

Attachment A - Council Bill O-2024-01 Ordinance A.pdf
Exhibit A of Attachment A.pdf

ORDINANCE NO. _____

COUNCIL BILL NO. O-2024-04, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA REPEALING ORDINANCE 712, WHICH WILL REMOVE CHAPTER 17.105 FORMULA-BASED FAST FOOD RESTAURANTS OF THE LOMA LINDA MUNICIPAL CODE IN ITS ENTIRETY, AND AMENDING CHAPTER 17.40 COMMERCIAL AND INDUSTRIAL ZONES (BP, CO, C-1, C-2, AND CM) TO ALLOW FAST FOOD RESTAURANT WITH DRIVE-THROUGH IN THE BP, C-1, C-2, AND CM ZONES SUBJECT TO A CONDITIONAL USE PERMIT AND SPECIFIC USE REGULATIONS, AND AMENDING APPLICABLE DEFINITIONS IN CHAPTER 17.02 INTRODUCTION AND DEFINITIONS FOR CONSISTENCY PURPOSES THROUGHOUT THE DEVELOPMENT CODE

WHEREAS, the City of Loma Linda aspires to enhance the public welfare and economic growth of the city by revising land use regulations; and,

WHEREAS, allowing fast food drive-through restaurants can increase revenue, job opportunities, and dining amenities in Loma Linda; and,

WHEREAS, the City Council initiated the repeal process of Chapter 17.105 Formula-Based Fast Food Restaurants to remove the prohibition of drive-through restaurants on April 23, 2024; and

WHEREAS, the City intends to repeal Chapter 17.105 in its entirety and amend Chapter 17.40 of the Loma Linda Municipal Code to allow a Fast Food Restaurant with Drive-through in most commercial zones, subject to a Conditional Use Permit and specific use regulations, in addition to allowing a Drive-in and Drive-through Business within the Business Park Zone, as set forth in Exhibit A; and,

WHEREAS, the City also intends to amend Chapter 17.02 Introduction and Definitions to create a single unified definition for consistency purposes throughout the Development Code, as set forth in Exhibit A; and

WHEREAS, on June, 5, 2024, the Planning Commission held a duly noticed public hearing on the development code amendment and Ordinance, at which an oral and written presentation was made and comments received, and the Planning Commission made a recommendation to City Council to adopt the ordinance; and,

WHEREAS, on June 11, 2024, the City Council conducted the first reading of the Ordinance development code amendment and the second reading on July 9, 2024 where it adopted the Ordinance, approving Development Code Amendment No. 2024-0002; and,

WHEREAS, the Planning Commission and City Council have reviewed the proposed amendments and find that Development Code Amendment No. 2024-0002 is consistent with the Loma Linda General Plan, is not detrimental to the public health, safety, and general welfare, and is in conformity with good land use practice.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA DOES RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. The City Council hereby finds that all of the facts set forth in the recitals of this ordinance are true and correct.

ATTACHMENT A

Section 2. Environmental Exemption. The Planning Commission recommends that the City Council determines that the Development Code Amendment is exempt from the requirements of the State of California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) of the CEQA Guidelines where CEQA only applies to projects that have the potential for causing a significant effect on the environment, and there is no possibility that the proposed Development Code Amendment may have a significant effect on the environment.

Section 3. Approval. The Planning Commission recommended adoption and City Council hereby adopts the Ordinance approving Development Code Amendment No. 2024-0002, which amends Title 17 (Zoning) of the Loma Linda Municipal Code as indicated in "Exhibit A" and as referenced herein.

Section 4. Severability. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect this validity of the remaining portion of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phase thereof, irrespective of the fact that any one or more sections, subsection, subdivisions, paragraphs, sentences, clauses, or phrases be declared unconstitutional.

Section 5. Certification. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be posted within fifteen (15) days from its passage pursuant to Government Code section 36933.

Section 6. Effective Date. This Ordinance shall be in full force and effective a minimum of thirty (30) days after passage.

This Ordinance was introduced at the regular meeting of the City Council of the City of Loma Linda, California, held on the 11th day of June, 2024 and was adopted on the 9th Day of July, 2024 by the following vote to wit:

Ayes:

Noes:

Absent:

Abstain:

_____
Phil Dupper, Mayor

Attest:

_____
Lynette Arreola, City Clerk

Exhibit A
Development Code Amendment No. 2024-0002
Modifications to Title 17 Zoning

Municipal Code Title 17 Zoning
Chapter 17.105 FORMULA-BASED FAST FOOD RESTAURANTS

Repeal ordinance (ordinance 712) in its entirety.

Chapter 17.40 COMMERCIAL AND INDUSTRIAL ZONES (BP, CO, C-1, C-1, AND CM)

§ 17.40.020 **Land use regulations and allowable uses.**

Table 2-5 Allowed Uses and Permit Requirements for Commercial and Industrial Zones	P CUP MUP — B-P CO C-1 C-2 CM	Permitted by Right Conditional Use Permit Minor Use Permit Not Allowed Business Park Office Commercial Neighborhood Commercial General Commercial Commercial Manufacturing				
Land Use	**B-P**	**CO**	**C-1**	**C-2**	**CM**	**Specific Use Regulations**
Retail Trade Uses						
Drive-In and Drive-Through Businesses	— **CUP**	CUP	CUP	CUP	CUP	
Eating and Drinking Establishments						
Bars, Lounges, Nightclubs, and Taverns	—	—	—	CUP	—	
Catering Services	—	—	P	P	P	
Fast Food Restaurant with No Drive-Through (no late-night hours)	P	P	P	P	P	
Fast Food Restaurant with No Drive-Through (with late-night hours)	CUP	CUP	CUP	CUP	CUP	
Fast Food Restaurant with Drive-Through	— **CUP**	—	— **CUP**	— **CUP**	— **CUP**	See 17.40.030 Specific Use Regulations
Restaurant – Outdoor Dining	MUP	MUP	MUP	MUP	MUP	See note 1
Restaurant – Sit-Down (no late hours)	P	P	P	P	P	See note 1

§ 17.40.030 **Specific use regulations.**

C. Fast Food Restaurant with Drive-Through. A Fast Food Restaurants with Drive-Through is subject to a conditional use permit, provided that it complies with the following standards:

1. Findings. Prior to approval of a request for a conditional use permit for a drive-through restaurant, the decision-maker, in addition to the findings required by Chapter 17.30, shall make the following additional findings:

    a. The design and location of the drive-through restaurant will not contribute to increased congestion on public or private streets or alleys adjacent to the subject property or drive aisles.

    b. The design and location of the drive-through restaurant will not impede access to or from the parking lot serving the business, impair normal circulation within the parking lot, or impede pedestrian pathways to the building.

2. Development standards. The drive-through restaurant shall comply with the following development standards:

a. The drive-through lane shall be long enough to accommodate the necessary stacking of vehicles and address queuing. The stacking distance and requirements shall be determined through a parking/queuing study.

a. In the event that the number of vehicles waiting at the service window exceeds the length of the stacking lane(s), personnel from the drive-through establishment shall manage the queue to ensure that all vehicles do not block or interfere with on-site vehicular and pedestrian circulation and parking areas.

b. No drive-through aisles shall exit directly onto a public right-of-way.

c. Entrances to drive-through lanes shall be at least 25 feet from driveways entering a public or private street or alley.

d. Drive-through aisles shall have a minimum 11-foot width on curves and a minimum 11-foot width on straight sections. The entrance to the lane and the direction of traffic flow shall be clearly designated by signs and pavement marking or raised curb.

e. A drive-through restaurant shall be subject to all parking requirements applicable to the use and not be considered as justification for reducing the number of required parking spaces. The drive-through restaurant shall comply with the eating and drinking places requirement in the parking regulations: for all floor area; one parking space for each two hundred fifty square feet of floor area.

f. Landscaping is required on all street frontages and adjacent to customer entrances to the building. Interior landscaping must also be incorporated to effectively screen the drive through aisle and menu board signs from street view.

g. Menu boards shall be a maximum of 30 square feet, with a maximum height of seven feet, and shall face away from the street and be screened from public view.

h. All service areas, restrooms, and ground and roof mounted mechanical equipment shall be screened from public view.

i. The decision-maker may impose restrictions on the permitted hours of operation if deemed necessary or desirable to protect nearby properties or ensure public safety and welfare. These restrictions can be established as a condition at the time of original approval or at any time thereafter.

j. Operation of the drive-through restaurant service facility is restricted to the hours between 7:00 a.m. and 10:00 p.m. when the site is contiguous to residentially zoned or used property, unless the decision-maker approves different hours of operation as a condition of approval of the conditional use permit.

3. Guidelines. The guidelines in this subsection shall be used in analyzing the adequacy of the design of the drive-through restaurant. The decision-maker may require redesign of a drive-through restaurant to comply with these guidelines.

a. Public address speakers, on-site lighting, and drive-through lanes shall be designed and located such that noise, exhaust fumes, and vehicle headlights shall not unreasonably impact adjacent properties.

b. Placement of a canopy over the pick-up window is desirable to protect the customer from inclement weather.

c. It is suggested that drive-through restaurants within an integrated shopping center have an architectural style consistent with the theme established in the center. The architecture of any drive-through restaurant must provide compatibility with surrounding uses in form, materials, colors, scale, etc. Structure plans shall have a variation in depth and angle to create variety and interest in its basic form and silhouette. Articulation of structure surface should be encouraged through the use of openings and recesses which create texture and shadow patterns. Structure entrances should be well articulated and project a formal entrance through variation of architectural plane, pavement surface treatment, and landscape plaza.

d. Building must be integrated by site plan with the center to encourage pedestrian use (e.g. additional hardscape features, traffic or pedestrian flow, or orientation of buildings).

e. Intersection of pedestrian walkways drive-through drive aisles should be avoided, but where they cannot be avoided, they shall have clear visibility, and they must be emphasized by enriched paving or striping.

f. To promote public health and wellness, developers are encouraged to include a variety of healthy food options on the menu, including but not limited to salads, grilled meat selections, whole grain products, and reduced sugar or low-fat alternatives. Emphasis should be placed on making these healthy choices readily available and promoting them alongside traditional menu items.

Chapter 17.02 INTRODUCTION AND DEFINITIONS

§ 17.40.202 **Land use definitions.**

F. "F" Definitions.

Fast Food Restaurant. A restaurant which supplies food and beverages primarily in disposable containers and which is characterized by high automobile accessibility, self-service and short stays by customers.

1. **Fast Food Restaurant with No Drive-In or Drive-Through (no late-night hours).** A fast food restaurant as defined above, that does not provide drive-in or drive-through or late-night hour services. See "Late-Night Hour Services."

2. **Fast Food Restaurant with No Drive-In or Drive-Through (with late-night hours).** A fast food restaurant as defined above, that does provide late-night hour services, but does not provide drive-in or drive-through services. See "Late-Night Hour Services."

3. **Fast Food Restaurant with Drive-In or Drive-Through ~~(no late-night hours)~~.** A fast food restaurant as defined above, that does provide drive-in or drive-through services~~, but does not provide late-night hour services. See "Late-Night Hour Services."~~

4. **Outdoor Dining.** A dining area with seats and/or tables located outdoors of a fast food, sit-down restaurant, or other food service establishment. Outdoor dining is located entirely outside the walls of the contiguous structure or enclosed on one or two sides by the walls of the structure with or without a solid roof cover.

    a. Limited. Outdoor dining area encompassing up to eight hundred square feet of area, inclusive.

    b. General. Outdoor dining area encompassing more than eight hundred square feet of area.

~~**5. Fast Food Restaurant—Formula-Based.**~~

~~A food service establishment that uses a trademark, logo, service mark or other mutually identifying name or symbol, which maintains any standardized array of merchandise, or standard services, decor, color scheme, business methods, architecture, layout, uniform apparel, signage or similar, standardized features; and is dedicated to food service where food is consumed on or off the site and that exhibits three or more of the following characteristics:~~

- ~~Standardized menus, ingredients, and food preparation methods are dictated by a franchise agreement or other contractual controls that prohibit the restaurant owner/entrepreneur from deviating from the "formula," to ensure a uniform "product" that will meet the expectations of consumers at other formula-based fast food restaurants under the same trademark or logo, (regardless of location or ownership), for such uniformity;~~
- ~~Food orders are typically served in seven minutes or less from time of order to delivery;~~
- ~~Food is often pre-made and wrapped before the customers place their orders;~~
- ~~Food is served in disposable containers and wrappers, with disposable tableware;~~
- ~~Food consumed on the premises is ordered from a wall menu while customers are standing at a service counter;~~
- ~~Payment is made by customers before food is consumed; and/or~~
- ~~The service counter is closer to an entry/exit than is the seating/dining area.~~

City of Loma Linda

Regular City Council Staff Report

Develop a Revenue Generating Committee (Continued discussion for potential actions)

Meeting	Agenda Group
Tuesday, July 9, 2024, 7:00 PM	Old Business Item: 4B

From
T Jarb Thaipejr, City Manager