**CITY OF LOMA LINDA**
**CITY COUNCIL, HOUSING AUTHORITY AND SUCCESSOR AGENCY TO THE LOMA LINDA REDEVELOPMENT AGENCY**
**REGULAR JOINT MEETING**

Tuesday, October 14, 2025, 7:00 PM
Council Chambers
25541 Barton Road
Loma Linda, CA 92354

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

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

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

## 1. Call to Order

1.A. Call to Order - City Council [CC], Housing Authority Board [HA], and Successor Agency [SA]
— PLEASE NOTE that each agenda item will specify the applicable governing body to take action using the corresponding abbreviation.

1.B. Roll Call

1.C. Closed Session

1.D. Invocation and Pledge of Allegiance - Council Member Popescu

1.E. Items to be Added or Deleted

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

## 2. Presentation(s)

## 3. Public Hearing Items

3.A. Public Hearing - Adopt the California Fire Codes as Recommended (Fire) [CC]

— Recommendations:

— Introduce Council Bill #O-2025-04 and set the second readings to November 18, 2025; Ordinance Title:

— AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADOPTING AND AMENDING THE 2025 EDITION OF THE CALIFORNIA FIRE CODE, ADOPTING AND AMENDING THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE AND REPEALING CHAPTER 15.28 OF THE MUNICIPAL CODE.

— Adopt as recommended Council Bill #R-2025-36; Resolution Title:

— A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA TO COMPLY WITH THE STATE OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 17958, 17958.5, AND 17958.7 RELATING TO THE ADOPTION OF THE 2025 EDITION OF THE CALIFORNIA FIRE CODE

— Introduce Council Bill #O-2025-05 and set the second readings to November 18, 2025; Ordinance Title:

— AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADOPTING AND AMENDING THE 2025 EDITION OF THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE

## 4. Scheduled Agenda Items

4.A. Appeal of Staff Decision by Christopher Jueden-pytel, Property Owner, 25624 State Street - Owner Request for Consideration of the Removal of a City Street Tree Due to Damage to the Property’s Water Line [CC]

— Staff Recommendation: To pursue alternative repair methods to preserve the city street tree

## 5. Consent Calendar

5.A. Approve Minutes of September 9, 2025, and Approve Corrected Minutes of August 12, 2025 (City Clerk) [CC/HA]

— Recommendation: Approve the minutes as presented

5.B. Approve the Demands Registers Dated September 23, and October 14, 2025 (Finance) [CC/HA]

— Recommendation: Approve as presented the Demands for payment

5.C. Accept the Treasurer's Report - September 2025 (Finance) [CC]

— Recommendation: Accept the report for filing

5.D. Accept the Fire Department's Activity Report - September 2025 (Fire) [CC]

— Recommendation: Accept the report for filing

5.E. Award Contract to Jacob Green and Associates (JGA) to Develop a Community Wildfire Protection Plan for $144,950 (Fire) [CC]

— Recommendation: Award as recommended the contract to Jacob Green and Associates

5.F. Adopt Council Bill #R-2025-37 - A Resolution Modifying Conditions of Employment, Benefits, and Salary for the Members of the Teamsters (Public Works) and Teamsters (Administration) Effective October 19, 2025 (Administration) [CC]

— Recommendation: Adopt as recommended Council Bill #R-2025-37; Resolution Title:

— A RESOLUTION OF THE LOMA LINDA CITY COUNCIL, MODIFYING CONDITIONS OF EMPLOYMENT, BENEFITS, AND SALARY FOR THE MEMBERS OF THE TEAMSTERS (PUBLIC WORKS); TEAMSTERS (ADMINISTRATION) EFFECTIVE OCTOBER 19, 2025.

5.G. Adopt Council Bill #R-2025-38 - A Resolution to Authorize Submittal of Applications for all City Eligible Community Development Block Grants (Administration) [CC]

— Recommendation: Adopt as recommended Council Bill #R-2025-38; Resolution Title:

— A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, AUTHORIZING SUBMITTAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO SAN BERNARINO COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING

5.H. Accept a Grant of Easement for Access and Parking Purposes at Parcel Map 20389, Lot 1, and Parcel Map 20270, Lot A (Public Works) [CC]

— Recommendation: Accept as recommended the Grant of Easement

5.I. Authorize a Supplemental Appropriation from the Water Enterprise Fund Balance of $555,800 for Emergency Water Purchases Related to the Richardson Treatment Plant Outage (Public Works) [CC]

— Recommendation: Authorize as recommended a supplemental appropriation

5.J. Authorize Purchase from SHI International for Replacement Security Cameras for $20,457.16 (Information Systems) [CC]

— Recommendation: Authorize as recommended the purchase of replacement cameras from SHI International

5.K. Consider Issuing a Letter of Support for Assembly Bill (AB) No. 63 - Restores a Compassionate, Victim-Centered Tool for Law Enforcement to Help Individuals At Risk of Trafficking or Exploitation (Mayor) [CC]

— Recommendation: Approve Issuing the letter of support for AB 63

5.L. Consider and Provide Direction to Staff to Proceed with Improvements Along the Auto Center Corridor Using Special Projects Construction Funds with Eligible Improvements that may include Landscaping Enhancements, Repairs to Private Access Roads Where Necessary to Support Circulation and Safety, and Coordinated Signage Updates (Administration) [CC]

— Recommendation: Provide direction to staff to proceed with improvements along the Auto Center Corridor using Special Project Construction Funds

## 6. New Business

## 7. Reports

7.A. Reports of Council Members

7.B. Reports Of Officers

## 8. Adjournment

City Council to Adjourn to the Meeting of November 18, 2025 (The regular joint meeting of November 25, 2025 will be cancelled)

**POSTING**

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

Lynette Arreola, City Clerk
City of Loma Linda, California



*Date Posted: October 9, 2025*

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**A. Public Hearing - Adopt the California Fire Codes as Recommended (Fire) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Public Hearing Items Item: 3A. |

| To | From |
|---|---|
| City Council | Tom Ingalls, Fire Marshal |

| Via |
|---|
| Dan Harker, Fire Chief |

## RECOMMENDATION:

It is recommended that the City Council:

1. Introduce on first reading Council Bill #O-2025-04, waive the reading in its entirety, direct to read by title only, and set the second reading to November 18, 2025 - Ordinance Title:
    - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADOPTING AND AMENDING THE 2025 EDITION OF THE CALIFORNIA FIRE CODE, ADOPTING AND AMENDING THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE AND REPEALING CHAPTER 15.28 OF THE MUNICIPAL CODE.
2. Adopt as recommended Council Bill #R-2025-36, waive the reading in its entirety and direct to read by title only - Resolution Title:
    - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA TO COMPLY WITH THE STATE OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 17958, 17958.5, AND 17958.7 RELATING TO THE ADOPTION OF THE 2025 EDITION OF THE CALIFORNIA FIRE CODE
3. Introduce on first reading Council Bill #O-2025-05, waive the reading in its entirety, direct to read by title only and set the second reading to November 18, 2025 - Ordinance Title:
    - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADOPTING AND AMENDING THE 2025 EDITION OF THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE

## BACKGROUND:

The California Building Standards Commission adopts and amends the California Building Standards Code, California Code of Regulations, Title 24 (CCR, T-24), incorporating the latest editions of model codes for use throughout the State. The 2025 California Building Standards Code consists of multiple parts, including Part 9- the California Fire Code (CFC), based on the 2024 Edition of the International Fire Code (IFC) published by the International Code Council-, which will take effect on January 1, 2026. The Building Standards Law and the State Housing Law allow local governments to amend CCR, T-24 based on express findings that the amendments are necessary due to local climatic, geological or topographical conditions. The locally adopted amendments take effect upon filing, with the applicable findings, with the California Building Standards Commission.

The 2025 CFC applies to all state-regulated occupancies (buildings); but, since there are occupancies, procedures and conditions that are not regulated by the state, local government may also adopt the corresponding model code upon which the CFC is based (i.e., the IFC).

## ANALYSIS:

The adoption of the latest edition of the model fire code every three years is a standard procedure utilized by the City of Loma Linda since incorporation. This cycle the model fire code utilized by the California Building Standards Commission is the 2024 Edition of the International Fire Code. Since the Building Standards Commission determined that the IFC contains certain provisions that apply to buildings throughout the state, the City has also amended those provisions as published in the CFC. Our local amendments tend to generally be consistent from adoption to adoption. However, revisions, additions and deletions are made based on need and/or the further development of language contained within the model code.

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

None anticipated.

**Attachments**

Exhibit A - Council Bill #O-2025-04 - 2025 CFC Code Ordinance for Chapter 15.28_redlined.pdf
Exhibit B - Council Bill #R-2025-36 - 2025 CFC Resolution_final.pdf
Exhibit C - Council Bill #O-2025-05 - 2025 CA WUIC_redlined.pdf

EXHIBIT A

ORDINANCE NO. XXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADOPTING AND AMENDING THE ~~2022~~ 2025 EDITION OF THE CALIFORNIA FIRE CODE, ADOPTING AND AMENDING THE ~~2021~~ 2024 EDITION OF THE INTERNATIONAL FIRE CODE AND REPEALING CHAPTER 15.28 OF THE MUNICIPAL CODE.

The City Council of the City of Loma Linda does hereby ordain as follows:

**SECTION 1.** Chapter 15.28 of Title 15 of the Loma Linda Municipal Code is hereby amended to read as follows:

## Chapter 15.28

## FIRE CODE

**Sections:**


15.28.010 Findings and Adoption of the California Fire Code and the International Fire Code
15.28.020 Definitions
15.28.030-810 Amendments to the California Fire Code and the International Fire Code


### 15.28.010 Findings and Adoption of the California Fire Code and the Internarional Fire Code

(a) FINDINGS. The City Council of the City of Loma Linda hereby finds and determines:

1. That the International Code Council (ICC) is a private organization which has been in existence for a period of at least three years.

2. That the International Fire Code (IFC), ~~2021~~ 2024 Edition, published by said organization, is a nationally recognized compilation of proposed rules, regulations, and standards of said organization.

3. That said International Fire Code has been printed and published as a code in book form within the meaning of Section 50022.2 et seq. of the California Government Code.

4. That the California Fire Code (CFC), also known as the California Code of Regulations, Title 24, Part 9 - a portion of the "California Building Standards Code" as defined in the "California Building Standards Law" commencing with Section 18901 of the Health and Safety Code - is assigned to the California Building Standards Commission, which by law is responsible for approving all building standards within the State of California. The ~~2022~~ 2025 edition of the California Fire Code incorporates by reference the ~~2021~~ 2024 edition of the International Fire Code, with necessary California amendments.

5. That one copy of the ~~2022~~ 2025 California Fire Code and ~~2021~~ 2024 International Fire Code, certified by the Clerk of the City of Loma Linda to be a true copy, have been filed for use and examination by the public in the Fire Prevention office of the Fire Department of the City of Loma Linda.

6. The sections of said California Fire Code and International Fire Code may be referred to by the number used in said published compilation, preceded by the words "California Fire Code Section" or International Fire Code Section" or "Fire Code Section," and may also be referred to by additional reference to the Loma Linda Municipal Code and sections therein pertaining to said California Fire Code and International Fire Code.

7. That the additional requirements and standards established herein are needed to properly protect the health, safety, and welfare of the existing and future residents and workers within the City of Loma Linda. Said requirements and standards are reasonably necessary because of local climatic, geological, and topographical conditions, and comply with existing state laws and regulations. Express findings of local necessity supporting the additional requirements and standard listed herein are found in Resolution No. 3273 adopted by the City Council.

(b) ADOPTION OF THE CALIFORNIA FIRE CODE AND THE INTERNATIONAL FIRE CODE.

The City Council of the City of Loma Linda hereby adopts and amends the ~~2022~~ 2025 Edition of the California Fire Code, and California Fire Code Appendix Chapter 4, and California Fire Code Appendices B & bb, C & cc, ~~D~~ and H; as compiled and adopted by the California Building Standards Commission.

The City Council of the City of Loma Linda hereby adopts the ~~2021~~ 2024 Edition of the International Fire Code, as compiled and published by the International Code Council.

**15.28.020 Definitions.**

(a) Wherever the word "Jurisdiction" is used in said Fire Code, it shall mean the City of Loma Linda.

(b) Wherever the term "Corporation Counsel" is used in said Fire Code, it shall mean the City Attorney for the City of Loma Linda.

(c) Wherever the term "Fire Department" is used in said Fire Code, it shall mean the Fire Department of the City of Loma Linda.

(d) An employee of the Fire Department of the City of Loma Linda, when enforcing the California Fire Code, the International Fire Code, the Loma Linda Municipal Code and other laws, rules and regulations relating to fire and life safety, fire prevention and fire investigation, shall be deemed a "Peace Officer" as those words are used in Section 830.31 of the California Penal Code.

**15.28.030**

Chapter 1 Scope and Aministration is adopted in its entirety with the following amendments and additions:

Section 101.1 is hereby amended to read as follows:

> **101.1 Title.** These regulations shall be known as the *Fire Code* of the City of Loma Linda, hereinafter referred to as “this code.”

**15.28.040**

Section ~~104.7~~ 104.8 is hereby amended to read as follows:

> ~~**104.7**~~ **104.8 Liability.** The fire chief, the fire code official and other individuals charged by the fire chief with the control or extinguishment of any fire, the enforcement of this code or any other official duties, acting in good faith and without malice in the discharge of their duties, shall not thereby be rendered personally liable for any damage that may accrue to persons or property as a result of any act or by reason of any act or omission in the discharge of their duties. Any suit brought

against the fire chief, fire code official or such individuals because of such act or omission performed in the enforcement of any provision of such codes or other pertinent laws or ordinances implemented through the enforcement of this code or enforced by the code enforcement agency shall be defended by this jurisdiction until final termination of such proceedings, and any judgment resulting therefrom shall be assumed by this jurisdiction subject to the provisions of Government Code Section 825.

This code shall not be construed to relieve or lessen the responsibility of any person owning, operating or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming any such liability by reason of the inspections authorized by this code or any permits or certificates issued under this code.

**15.28.050**

Section ~~104.11~~ 104.10 is hereby amended to read as follows:

**~~104.11~~ 104.10 Fire investigations.** The fire code official and the fire department shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or ~~t~~other hazardous condition. Information that could be related to trade secrets or processes shall not be made part of the public record except as directed by a court of law.

**15.28.060**

Section ~~104.13~~ 104.12 is hereby added to read as follows:

**~~104.13~~ 104.12 Cost Recovery.** Fire suppression, investigation and rescue or emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009 and 13009.1.

Any person who negligently or intentionally, or in violation of law, causes an emergency response, including but not limited to, a traffic accident or spill of toxic or flammable fluids or chemicals, is liable for the costs of securing such emergency, including those costs set out in Health and Safety Code Section 13009 et seq. and Government Code Section 53150 et seq. Any expense incurred by the fire department for securing such an emergency situation shall constitute a debt of such person and shall be collectible by the public agency in the same manner as in the case of an obligation under contract, expressed or implied.

**15.28.070**

Section ~~104.14~~ 104.13 is hereby added to read as follows:

**~~104.14~~ 104.13 Expense for Securing an Emergency.** The expense of securing any emergency or hazard which is the result of a violation of this code or any other code, ordinance or State law, or any damages caused by malicious mischief requiring any corrective or preventive actions conducted by the fire department may be a charge against the person(s) or entity whose such emergency or action may constitute a debt of such person(s) or entity and shall be collectible as provided below.

1. The fire chief may impose the reasonable cost of fire prevention, fire suppression, and protection of the public from other safety hazards when a fire or hazardous condition results from any of the following activities or conditions:

A. Manufacture, transportation, storage, handling, or spilling of hazardous chemicals, flammable or combustible liquids, explosives, or blasting agents as defined in ~~Article~~ Chapter 2 of this Code;
B. Failure to correct a hazardous condition for which a "Notice of Violation"~~,~~ or equivalent notice, has been previously given by the chief;
C. Use of welding equipment, cutting torch, tar pot, or other open flame device;
D. Permitting or causing the accumulation of hazardous or flammable materials;
E. Setting of a fire or allowing a fire to be set in violation of any code, ordinance, law or regulation;
F. Creating, allowing, or maintaining a fire hazard.

2. Determination to Charge Cost. Whenever the fire chief determines that the fire department or other public agency has incurred costs for fire suppression, fire prevention, or protection of the public safety when a fire or other hazardous condition has resulted from the activities specified in this section, he or she shall:

A. Calculate the costs incurred;
B. Identify the person or persons to be charged for those costs; and
C. Send a report with this information to the City Clerk.

3. Calculation of Costs Incurred. The "costs incurred" shall include all necessary expenditures to correct the hazardous condition or extinguish the fire, including, but not limited to:

A. The cost of personnel;
B. The cost of extinguishing agents;
C. The reasonable value of the use of City equipment;
D. The cost incurred by use of a private contractor to mitigate or remove the hazard or condition; and
E. Any and all administrative costs incurred pursuant to Chapter 3.28 of the Municipal Code.

4. Reimbursement Hearing Set. The City Clerk shall, thereupon, set the report and account for hearing by the City Council at a regular or adjourned meeting which will be held at least 14 calendar days after the date the Clerk mails the notice; and shall send by regular mail a Notice of said hearing to the person or entity to be charged at the person's or entity's address as shown on the last equalized tax assessor's roll, or as otherwise known to the City.
5. Notice to Person to be Charged. The Notice sent by the City Clerk to the responsible person(s) or entity shall contain:

A. The name of the person(s) or entity sought to be charged;
B. The location, date, and time of the evidence upon which the claim for reimbursement is based;
C. The amount of, and the basis upon which claim for reimbursement is made;
D. The date, time and place of the hearing on the claim for reimbursement with a statement on the rights of the person or entity to be heard for presenting evidence at said hearing;
E. The fire chief's account of the sum claimed to be due.

6. Procedure for Hearing Before the City Council. At the hearing on the fire chief's account and other evidence upon which reimbursement is sought, the City Council

shall hear and consider evidence by the person or entity against which reimbursement is sought; and thereafter, confirm or disallow the account, in all or in part, and set forth in a resolution the amount of the account confirmed, if any. Thereafter, any amount confirmed by a resolution of the City Council shall become a debt owing to the City of Loma Linda and is collectible by the City in the same manner as in the case of an obligation under contract expressed or implied.

**15.28.080**

Section 105.2.5 is hereby added to read as follows:

**105.2.5 Permit Fees.** Permit fees as established by City Council Resolution shall be collected by the Finance Department. Proof of receipt shall accompany all applications for permit applications prior to inspection and approval by the fire code official.

**15.28.090**

Section 105.2.6 is hereby added to read as follows:

**105.2.6 Fees Not Refundable.** Permit fees shall not be refundable for any reason after initiation of inspection procedures.

**15.28.100**

Section 106.1.1 is hereby added to read as follows:

**106.1.1 Inspection fees.** The fire code official is authorized to collect appropriate fees for inspections according to City Council Resolution establishing fees.

**15.28.110**

Section ~~112.4~~ 113.4 is hereby amended to read as follows:

~~**112.4**~~ **113.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of an infraction, punishable by a fine of a fine of not more than one hundred dollars ($100.00) for a first violation; a fine not exceeding two hundred dollars ($200.00) for a second violation within one year; and a fine not exceeding five hundred dollars ($500.00) for each additional violation of the within one year. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**15.28.120**

Section ~~112.4.1~~ 113.4.1 is hereby amended to read as follows:

~~**112.4.1**~~ **113.4.1 Abatement of violation.** In addition to the imposition of the penalties herein described, the fire code official is authorized to institute appropriate action to prevent unlawful construction or to restrain, correct or abate a violation; or to prevent illegal occupancy of a structure

or premises; or to stop an illegal act, conduct of business or occupancy of a structure on or about any premises. The expense of such action may be made a lien upon the property upon which such condition exists.

**15.28.130**

Section ~~113.4~~ 114.4 is hereby amended to read as follows:

**~~113.4~~ 114.4 Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to violation penalties pursuant to Section 109.4.

**15.28.140**

Sections 202 is hereby amended to add as follows:

**202 General Definitions**
**FLOW-LINE.** The lowest continuous elevation on a curb defined by the path traced by a particle in a moving body of water at the bottom of the rolled curb.

**GROUND COVER.** A plant that naturally grows close to the ground and does not exceed 18 inches in height at full maturity.

**HAZARDOUS FIRE AREA**. Includes all areas identified within the California Wildland-Urban Interface Code ~~Section 4906.2~~ and other areas as determined by the Fire Code Official as presenting a fire hazard due to the presence of combustible vegetation, or the proximity of the property to an area that contains combustible vegetation.

**15.28.150**

Chapter 3, General Requirements, is adopted in its entirety with the following amendments and additions:

Section ~~304.1.2~~ 304.1.3 is hereby revised as follows:

~~304.1.2~~ 304.1.3-Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in ~~urban-wildland~~ wildland-urban interface areas shall be in accordance with ~~Chapter 49~~ the California Wildland-Urban Interface Code and Loma Linda Fire Department vegetation management guideline.

**15.28.160**

Section 305.6 is hereby added to read as follows:

**305.6 Sparks from chimneys.** Chimneys used in conjunction with fireplaces or heating appliances in which solid or liquid fuel is used shall be equipped and maintained with an approved spark arrester. The spark arrester shall be constructed of 24-gauge stainless steel, 12-gauge copper or brass, 19-gauge woven galvanized wire mesh, or of materials with equivalent heat and corrosion resistance. Openings shall not permit the passage of spheres having a diameter larger than 1/2 inch (13 mm) and shall not block the passage of spheres having a diameter of less than 3/8 inch (10 mm). The screen shall be mounted in or over all outside flue openings in a vertical or near vertical

position, adequately supported to prevent movement and visible from the ground. The net free area of the spark arrester shall not be less than 4 times the net free area of the outlet of the chimney.

**15.28.170**

Section ~~305.7~~ 305.6 is hereby added as follows:

~~**305.7**~~ **305.6 Outdoor fires**. Outdoor fires shall be in accordance with Sections 305, 307, and 308 and with other applicable sections of this code.

~~**305.7.1**~~ **305.6.1 Where prohibited**. Outdoor fires shall not be built, ignited or maintained in fuel modification areas, Wildfire Risk Areas (WRA) and adopted Fire Hazard Severity Zones (FHSZ) or Special Fire Protection Areas (SFPA) or other locations where conditions could cause the spread of fire to the WRA, SFPA or FHSZ, except by permit from the fire code official.
Exceptions: A permit is not required for the following:

1. Fires in approved outdoor or portable fireplaces, fire pits, fire rings and similar devices at Group R occupancies that are installed and used in accordance with this code.

2. Outdoor fires at inhabited premises or official organized campsites or parks when located in a permanent or portable barbeque or grill, incinerator, or outdoor fireplace located at least 30 feet from combustible vegetation.

3. Installations or uses approved by the fire code official.

~~**15.28.180**~~

~~Section 308.3 is hereby amended to read as follows:~~

~~**308.3. Religions ceremonies.** Candles held in a persons' hands shall not be permitted. Battery-operated simulated candles are allowed. A permit is not required for battery-operated candles or other electric candles.~~

~~**15.28.190 Definitions.**~~

~~Section 312.2 is hereby amended to read as follows:~~

~~**312.2 Posts.** Guard posts shall comply with all of the following requirements:~~
~~1. Constructed of steel not less than 6 inches (152 mm) in diameter and concrete filled.~~
~~2. Spaced not more than 4 feet (1219 mm) between posts on center.~~
~~3. Set not less than 3 feet (914 mm) deep in a concrete footing of not less than a 15 inch (381 mm) diameter.~~
~~4. Set with the top of the posts not less than 3 feet (914 mm) above the ground.~~
~~5. Located not less than 3 feet (914 mm) from the protected object.~~

**15.28.200**

**Chapter 4**: **Emergency Planning and Preparedness** Adopt only the Sections listed below:

**1. 401-401.9**
**2. 402**
**3. ~~403.1~~ 403**

**4. ~~403.2~~ 404.1**
**~~5. 403.4-403.4.4~~ 404.5 – 404.6.6**
**~~6. 403.10.2.1.1~~ 405**
**~~7. 403.10.6~~ 406**
**~~8. 403..12 – 403.12.3~~ 407**
**~~9. 404.5 – 404.6.6~~**
**~~10. 407~~**

**15.28.210**

Chapter 5, Fire Service Features, is adopted in its entirety with the following amendments and additions:

Section 501.1 is hereby amended to read as follows:

> **501.1 Scope.** Fire service features for buildings, structures and premises shall comply with this chapter and the City of Loma Linda Guideline for Fire Department Access & Water ~~Requires~~ Requirements for Commercial & Residential Development, and the City of Loma Linda Guideline for Underground Piping for Private Hydrants & Sprinkler Supply Line.

**15.28.220**

Section 503.2.1 is hereby amended to read as follows:

> **503.2.1 Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than 24 feet (7315 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm). Where fire apparatus access roads serve structures greater than 3 stories or more than 30 feet in height, they shall have an unobstructed width of not less than 26 feet (7925 mm).

Section 503.2.3 is hereby amended to read as follows:

> **503.2.3 Surface.** Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced with an approved concrete or asphalt covering so as to provide all-weather driving capabilities. Turf block, Ritter Rings, Turf Paver and other similar products shall not be used for fire department access surfacing.
> **Exception**: When approved by the fire code official rural road where grades do not exceed 8%, the the use of native materials or gravel, when compacted to 95%, can be utilized.

**15.28.230**

Section 503.2.7 is hereby amended to read as follows:

> **503.2.7 Grade.** The grade of the fire apparatus access road shall be a maximum of twelve percent (12%).
> **Exception** When approved by the fire code official the grade may exceed tweleve percent (12%) for short distances when approved mitigation measures are utilized.

**15.28.240**

Section 503.4 is hereby amended to read as follows:

**503.4 Obstruction of fire apparatus access roads.** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times. Any obstruction or impedance to reasonable access may be removed at the order of the fire code official or the fire department, with the expense of such removal to be borne by the owner of the roadway, or in the case of an obstructing vehicle or object, by the owner of said vehicle or object.

**15.28.250**

Section 504.5 is hereby added as follows:

**504.5 Escape window access.** Where escape windows are required by Section 1031.2, fire department access shall be provided to the escape window. An unobstructed setback area shall be provided. The minimum setback distance shall be calculated ((H/5)+2)+P= Clear space required.

Where:
H = Height of the windowsill measured from the exterior ground surface
P = 3' ladder pad

**15.28.260**

Section 504.5.1 is hereby added as follows:

**504.5.1 Ladder Pad.** Where a laddering pad is required, it shall be free of obstructions and vegetation for a minimum of 3-foot x 3-foot area. The laddering pad shall be a firm surface such as compacted decomposed granite, concrete, pavers, or asphalt. The laddering pad shall be placed at a distance from the structure as calculated by Section 504.5.

**15.28.270**

Section 505.1 hereby amended to read as follows:

**505.1 Address Identification.** New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. Address numbers and building identification shall contrast with their background. Address numbers and building identification shall be Arabic numerals or alphabet letters. New residential buildings that contain not more than two dwelling units shall have minimum 4 inch (102 mm) high numbers, with a minimum stroke width of ½ inch (13 mm), and shall be internally illuminated by means of a low voltage power source during the hours of darkness. Where building setbacks exceed 100 feet (30 m) from the street or road, additional non-illuminated 4 inch (102 mm) numbers shall be displayed at the property entrance. Other buildings shall have minimum 8 inch (203 mm) high numbers, with a minimum stroke width of 1 inch (25 mm). Such address numbers shall be electrically illuminated by an internal or external source furing the hours of darkness. Buildings with a total floor area of 100,000 square feet (9290 $m^2$) or greater shall have minimum 12 inch (305 mm) high numbers, with a minimum stroke width of 1½ inches (38 mm). Such address numbers shall be electrically illuminated by an internal or external source during the hours of darkness. Where building setbacks exceed 200 feet (61 m) from the street or road, additional non-illuminated 6 inch (152 mm) high numbers shall be displayed at the property entrance. Individual suite addresses shall be displayed with minimum 4 inch (102 mm) high constrasting numbers or letters placed on the front and rear doors of tenant areas in buildings, where applicable.

~~**15.28.280**~~

~~Section 505.1 is hereby amended to read as follows:~~

> ~~**507.5.1 Where required.** Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet (91 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.~~
>
> > ~~**Exceptions:**~~
> > ~~For Group R-3 and Group U occupancies, the distance requirement shall be not more than 600 feet (183 m). This distance may be further modified by the fire code official for such occupancies when buildings are equipped throughout with an approved fire sprinkler system installed in accordance with Section 903.3.1.3.~~

**15.28.290**

Section 509.3 is hereby added to read as follows:

> **509.3 Access to equipment in multi-unit buildings.** When automatic fire sprinkler systems or fire alarm systems are installed in buildings constructed for multiple tenants and these systems protect multiple tenant spaces, the main controls and control appurtenances, such as risers, fire alarm control panels, and valves for such systems, shall be located in an attached or included room or an approved weather-resistant enclosure with at least one exterior access dooor of not less than 3'-0" by 6'-8".

~~**15.28.300**~~

~~Section 509.3 is hereby added to read as follows:~~

> ~~**509.3 Access to equipment in multi-unit buildings.** When automatic fire sprinkler systems or fire alarm systems are installed in buildings constructed for multiple tenants and these systems protect multiple tenant spaces, the main controls and control appurtenances, such as risers, fire alarm control panels, and valves for such systems, shall be located in an attached or included room or an approved weather-resistant enclosure with at least one exterior access dooor of not less than 3'-0" by 6'-8".~~

**15.28.310**

Section ~~901.7~~ 901.11 hereby added to read as follows:

> **901.11 Problematic systems**. In the event of a failure of a fire protection system or 2 or more alarms in a week where the fire code official finds no evidence of a situation requiring a response, the fire code official is authorized to require the building owner or occupant to provide with at least one approved means for notification of the Fire Department and the building to be placed on fire watch by a trained third party company.

**15.28.320**

Section 903.2 is hereby amended as follows:

903.2 Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in this section as follows:

a) **New buildings**: In addition to the requirements of section 903.2.1 through 903.2.21, approved automatic sprinkler systems in new buildings and structures shall be provided when the gross area of the building exceeds 200 $ft^2$ ..

   Exception: Group R-3, occupancies shall comply with sections 903.2.8

b) **Alteration**: When the floor area of the Alteration within any two-year period exceeds 50% of area of the existing structure and the existing structure exceeds 5,000 ft2.

c) **Addition**: Sprinkler protection shall be provided throughout the entire building when:
   1. Existing building less than 5,000 $ft^2$: where 33% or more is added and the gross floor areas exceeds 5,000 $ft^2$.
   2. Existing building equal or greater than 5,000 $ft^2$: where more than 2,000 $ft^2$ is added.

**15.28.330**

Section 903.2.8 is hereby amended as follows:

**903.2.8. Group R.** An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

a) New buildings: An automatic sprinkler system shall be installed throughout all new buildings.

b) Existing buildings: An automatic sprinkler system shall be installed throughout when one of the following conditions exists:

   1. When an addition is 33% or more of the existing building area, as defined in Chapter 2 ~~Section 502.1~~, and greater than 1000 square feet (92.903 $m^2$ ) within a two-year period; or
   2. An addition when the existing building is already provided with automatic sprinklers; or
   3. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building/Fire Code Official determined that the complexity of installing a sprinkler system would be similar as in a new building.

**15.28.340**

Section 903.3.5.3 is hereby added to read as follows:

**903.3.5.3 Water supply for areas without City water service.** In areas without City water service, buildings where the fire area exceeds 200 square feet (19 $m^2$) shall be provided with an approved automatic sprinkler system. Group R-3 occupancies shall be provided with on-site water storage for a minimum 10 minute sprinkler demand. When approved by the fire code official, on-site water storage for other than Group R occupancies may be reduced to that required for an approved 30 minute sprinkler demand. These flows and duration do not consider the needs required to provide domestic service. All sprinkler systems shall be suitably freeze-protected for climatic conditions when necessary.

**Exception:** When approved by the fire code official, detached Group U private garages accessory to a Group R-3 occupancy, when located 50 feet (15,240 mm) or more from property lines or dwellings.

Section 903.3.5.4 is hereby added to read as follows:

**903.3.5.4 Hydraulically calculated systems.** The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Section 903.3.5.5 is hereby added to read as follows:

**903.3.5.5 Backflow Prevention.** Automatic fire sprinkler systems installed in one and two family dwellings, Group R-3 occupancies, and townhomes, shall be provided with a modified passive purge system designed in accordance with NFPA 13D.

Exception: When an automatic fire sprinkler system is installed with an approved backflow assembly valve to protect the public water supply source.

**15.28.350**

Section 903.4 is hereby amended by modifying item 1, deleting item 5 and 8, and renumbering the Exceptions as follows:

1. Automatic sprinkler systems protecting one- and two-family dwellings. Exterior alarm specified by Section ~~903.4.2~~ 903.4.3 shall apply.
2. Limited area systems ~~serving fewer than 20 sprinklers.~~ in accordance with Section 903.3.8, provided that backflow prevention device test valves located in limited area sprinkler system supply piping shall be locked in the open position unless supplying an occupancy required to be equipped with a fire alarm system, in which case the backflow preventer valves shall be electrically supervised by a tamper switch installed in accordance with NFPA 72 and separately annunciated.
3. Automatic sprinkler systems installed in accordance with NFPA 13R where ~~the~~ a common supply main is used to supply both ~~the~~ domestic water and the automatic sprinkler system, and a separate shutoff valve for the automatic sprinkler system is not provided.
4. Jockey pump control valves that are sealed or locked in the open position.
5. Valves controlling the fuel supply to fire pump engines that are sealed or locked in the open position.
6. Trim valves to pressure switches in dry, pre-action and deluge sprinkler systems that are sealed or locked in the open position.

**15.28.360**

Section 903.7 is hereby added to read as follows:

**903.7 Area Increase and Reconstruction.** Every existing building or structure relocated or moved onto a property, every building or structure which as a result of fire, earthquake, or other disaster requires demolition and reconstruction exceeding fifty percent (50%) of its original area; or every existing building or structure receiving an addition exceeding fifty percent (50%) of the original area, or a remodel that involves demolition, relocation or reconstruction of existing walls or other

structural members exceeding fifty percent (50%) of the original area, or a combination addition and/or remodel, shall have an approved automatic sprinkler system installed throughout therein.

**15.28.370**

Section 903.8 is hereby added to read as follows:

**903.8 Change in Use.** Changes made in the character or use of an occupancy shall be approved by the building official and the chief. When there is a change of use or occupancy of a building which exceeds 5,000 square feet in floor area which would place the building in a different division of the same group of occupancy or in a different group of occupancies, the occupancy shall be provided with an approved automatic sprinkler system throughout, unless the proposed use is less hazardous based on fire or life safety risk, than the existing use.

**15.28.380**

Section 905.3.1 is hereby ~~added~~ amended to read as follows

**905.3.1 Height.** In other than Group R-3 and R3.1 occupancies, Class ~~III~~I standpipe systems shall be installed throughout at each floor where any of the following occur:

1. Buildings where the floor level of the highest story is located more than 30 feet (9144mm) above the lowest level of fire department vehicle access.
2. Buildings are three or more stories in height.
3. Buildings where the floor level of the lowest story is located more than 30 feet (9144mm) below the highest level of fire department vehicle access.
4. Buildings that are two or more stories below the highest level of fire department vehicle access.

~~**15.28.390**~~

~~Section 905.4 is hereby amended by adding item number 7 to read as follows:~~

~~7. When required by other provisions of this code, 2½ inch hose connections, meeting the requirements of this section and fire department standards, shall be located at every other exterior fire department access door as defined by Section 3206.7 and arranged so that every portion of the building and its contents can be reached with 150 feet of hose and stream.~~

**15.28.400**

Section ~~905.4~~ 910.2 is hereby amended to read as follows:

~~**910.1**~~ **910.2 General.** Where required by this code or otherwise installed, smoke and heat vents or mechanical smoke exhaust systems and draft curtains shall conform to the requirements of this section.

**Exceptions:**

1. Frozen food werehouses used solely for storage of Class I and II commodities where protected by an approved automatic sprinkler system.
2. Deleted.

3. Deleted.

**15.28.410**

Section 912.2 is hereby ~~revised~~ amended to read as follows:

**912.2 Location**. With respect to hydrants, driveways, buildings and landscaping, fire department connections shall be so located that fire apparatus and hose connected to supply the system will not obstruct access to the buildings for other fire apparatus. The ~~location of~~ fire department connection shall be located within 100 feet of a public fire hydrant. The fire hydrant that supports the FDC shall be on the same side of the street. A vehicle access roadway/approach shall not be placed between the FDC and fire hydrant.

~~**15.28.420**~~

~~Section 914.12 is hereby added to read as follows:~~

~~**914.12 Special requirements for Group F, M, S-1 or S-2 distribution warehouses greater than 50,000 square feet in floor area.** Buildings classified primarily as Group M, Group S-1 or S-2, with no more than 10% of the building square footage occupied with accessory uses, in which the primary use is wholesale or retail sales of bulk products or packaged materials, or for the storage of commodities for distribution, shall be in accordance with this section.~~

~~**914.12.1 Fire Control Room.** A fire control room for fire department opertations shall be provided. The location and accessibility of the fire control room shall be approved by the fire code official. The fire control room shall be separated form the remainder of the building by walls and ceilings not less than one hour fire partitions. The room shall be a minimum of 96 square feet (9 $m^2$) in area, with a minimum dimension of 8 feet (2438 mm). The room shall contain the following as a minimum:~~

~~1. The fire alarm control unit and associated equipment.~~
~~2. Annunciator panel displaying status of sprinkler control valves and waterflow detectors.~~
~~3. Main controls and indicators for mechanical smoke exhaust systems.~~
~~4. Graphic with schematic indicating building floor plans, means of egress, fire protection systems, firefighting equipment and access.~~
~~5. Other firefighting equpment and system controls as required by the fire code official.~~
~~6. Emergency lighting powered by the standby electrical system.~~

~~**914.12.2 Standpipe systems.** A class I standpipe system shall be provided, with hose connections located at fire department access doors as required by Section 905.4. The system may be interconnected with the building automatic sprinkler systems, and may be supplied by adjacent systems or by a separate riser. Standpipe systems shall conform to the requirements of NFPA 14.~~

~~**914.12.3 Fire department graphic.** A printed graphic with schematic diagrams of the building automatic sprinkler systems, fire alarm systems, means of egress, standpipe systems, smoke exhaust systems, access doors, and any other equipment as required by the fire code official shall be superimposed over a building floor plan or site plan and mounted~~

~~on the wall in a highly visible location in the fire control room. The graphic shall be durable and waterproofed.~~

~~**15.28.430**~~

~~Section 1205.2 is hereby amended to read as follows:~~

~~1205.2 **Access and pathways.** Roof access, pathways and spacing requirements shall be provided in accordance with Sections 1205.2.1 through 1205.3.3. Pathways shall be over areas capable of supporting fire fighters accessing the roof. Pathways shall be located in areas with minimal obstructions, such as vent pipes, conduit or mechanical equipment.~~

~~Exceptions:~~
~~1. Deleted~~
~~2. Roof access, pathways and spacing requirements need not be provided where the Fire Code Official determined that rooftop operations will not be employed.~~

~~**15.28.440**~~

~~Section 1205.2.1 Exception 2 is herby deleted.~~

~~**15.28.450**~~

~~Section 1205.2.3 Exception is hereby ameded as follows:~~

~~**Exception** . Building Integrated Photovoltaic (BIPV) systems where the BIPV systems are approved, integrated into the finished roof surface and are listed in accordance with a national test standard developed to address Section 690.12(B)(2) of the California Electrical Code. The removal or cutting away of portions of the BIPV system during firefighting operations shall not expose a firefighter to electrical shock hazard and smoke ventilation opportunity areas have been identified.~~

**15.28.460**

**Chapter 11 Construction Requirements for Existing Buildings**. Adopt only those Sections and Subsections listed below:

1. **11.3.3.3**
2. **1103.7**
3. **1103.7.3**
4. **1103.7.3.1**
5. **1103.7.8 – 1103.7.8.2**
6. **1103.7.9 – 1103.7.9.10**
7. **1103.8 – 1103.8.5.3**
8. **1103.9.1**
9. **1107**
10. **1113**
11. **1114**
12. **1115**
13. **1116**

**15.28.470**

~~Section 4906.2 is hereby revised by as follows:~~

> ~~**4906.2 Application.** All new plantings of vegetation in State Responsibility Areas (SRA) and Local Responsibility Areas (LRA) designated as a Very High Fire Hazard Severity Zone shall comply with Sections 4906.3 through 4906.5.3 and City of Loma Linda Vegetation Management Guidelines.~~

~~**15.28.480**~~

~~Section 4906.4.2.1 is hereby revised by as follows:~~

> ~~**4906.4.2.1 Non-fire-resistant vegetation.** New trees not classified as fire-resistant vegetation, such as conifers, palms, pepper trees and eucalyptus species, shall not be permitted within fuel modification zones.~~

~~**15.28.490**~~

~~Section 4911 is hereby added as follows:~~

> ~~**4911 Fuel Modification Requirements for New Construction.** All new buildings to be built or installed in hazardous fire areas shall comply with the following:~~
> ~~1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official concurrent with the submittal for approval of any tentative map.~~
>
> ~~2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.~~
> ~~2.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification for perpetuity.~~
> ~~3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of the City of Loma Linda Vegetation Management Guidelines.~~
>
> ~~4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.~~
>
> ~~5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.~~

**15.28.500**

Section 5001.5.2 is hereby amended by modifying the starting paragraph as follows:

> **5001.5.2 Hazardous Materials Inventory Statement (HMIS).** Where required by the fire code official, an application for a permit shall include City of Loma Linda Classification Disclosure Statement, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises. The Chemical Classification Disclosure Statement shall include the following information and

formatted as specified in the City of Loma Linda Chemical Classification Disclosure Statement:

1. Product Name
2. Component
3. Chemical Abstract Service (CAS) number
4. Location where stored or used.
5. Container size
6. Hazard classification
7. Amount in storage
8. Amount in use-closed systems
9. Amount in use-open systems.

**15.28.510**

Section 5501.1.3 is herby added as follows:

**5501.1.3 Flammable Cryogenic Fluids.** Flammable cryogenic fluids shall not be permitted to be stored, dispensed, or used unless approved by the fire code official. The fire code offical shall determine if such storage, dispensing, or use will not create an unacceptable threat to the occupants and property owners.

**15.28.520**

Section 5601.2.5 is hereby added as follows:

**5601.2.5 Retail Fireworks**. The storage, use, sale, possession, and handling of fireworks 1.4G (commonly referred to as Safe & Sane) and fireworks 1.3G is prohibited.
**Exception:** Fireworks 1.4G and fireworks 1.3G may be part of an electrically fired public display when permitted and conducted by a licensed pyrotechnic operator

**15.28.530**

Section ~~5601.3.6~~ 5601.3.2 is hereby added as follows:

~~**5601.3.6**~~ **Seizure of Fireworks**. The fire code official shall have the authority to seize, take, remove all fireworks stored, sold, offered for sale, used or handled in violation of the provisions of Title 19 CCR, Chapter 6. Any seizure or removal pursuant to this section shall be in compliance with all applicable statutory, constitutional, and decisional law.

**15.28.540**

Section 5608.2 is hereby added as follows:

**5608.2 Firing**. All fireworks displays shall be electrically fired.

**15.28.550**

Section 5614 is hereby added as follows:

**5614 Explosives and blasting.** Explosives and blasting agents shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported or disposed of within wildland-urban interface areas, or hazardous fire areas except by permit from the fire code official.

~~**15.28.560**~~

~~Section 5704.2.1 is hereby added as follows;~~

~~**5704.2.1 Storage of Class I and II liquids.** The storage of Class I and Class II liquids in outside aboveground unprotected tanks is prohibited.~~

~~**Exception:** Where the fire code official determines, with specific documented findings, that such an installation will not create a hazard to life or property in the area.~~

**15.28.570**

Section 5707.1 is hereby ~~amended by~~ added as follows:

**Sections 5707.1 General.** On-demand mobile fueling operations that dispense Class I, II and III liquids into the fuel tanks of motor vehicles shall be prohibited.

**15.28.580**

**Sections 5707.2 through 5707.6** is hereby deleted without replacement.

**15.28.590**

**Chapter 80 Referenced Standards** is adopted in its entirety with the following amendments:

**15.28.600**

**NFPA 13, ~~2022~~ 2025 Edition, Standard for the Installation of Sprinkler Systems** is hereby amended as follows:

**Section 16.12.3.3 is hereby revised as follows:**

**16.12.3.3** Fire department connections (FDC) shall be of an approved type. The FDC shall contain a minimum of two 2 ½" inlets. The location shall be approved and be no more than 100 feet from a public hydrant. The FDC may be located within 100 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red. When the fire sprinkler density design requires 500 gpm (including inside hose stream demand) or greater, or a standpipe system is included, four 2 ½" inlets shall be provided.

**Section 9.4.3.1 is hereby revised as follows:**

**9.4.3.1.** When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

(1) Quick-response type as defined in ~~3.6.4.8~~ 3.3.223.4.16
~~(2)~~ Residential sprinklers in accordance with the requirements of ~~8.4.5~~ 9.4.3.1
(3) Quick response CMSA sprinklers
(4) ESFR sprinklers
(5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
(6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

**Section 9.2.1.7** is hereby revised as follows:

**9.2.1.7** Concealed spaces filled with noncombustible insulation shall not require sprinkler protection when approved by the fire code official.

**Section 19.1.1.1**is hereby added as follows:

**19.1.1.1** When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 21.4.1.2.2.1 (d) curve "D". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new occupancy.

**Section 16.9.10.2 is hereby deleted without replacement.**

**Section 16.9.10.3 is hereby deleted without replacement.**

**Section 16.9.10.4 is hereby deleted without replacement.**

**15.28.610**

**NFPA 13D 2022 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes** is hereby amended as follows:

~~**Section 5.1.3** is hereby added as follows:~~

~~**5.1.3 Stock of Spare Sprinklers**~~

~~**Section 5.1.3.1** is hereby added as follows:~~

~~**5.1.3.1**. A supply of at least two sprinklers for each type shall be maintained on the premises so that any sprinklers that have operated or been damaged in any way can be promptly replaced.~~

~~**Section 5.1.3.2** is hereby added as follows:~~

~~**5.1.3.2** The sprinklers shall correspond to the types and temperature ratings of the sprinklers in the property.~~

~~**Section 5.1.3.3** is hereby added as follows:~~

~~**5.1.3.3** The sprinklers shall be kept in a cabinet located where the temperature to which they are subjected will at no time exceed 100 °F (38°C).~~

~~**Section 5.1.3.4** is hereby added as follows:~~

~~**5.1.3.4** A special sprinkler wrench shall be provided and kept in the cabinet to be used in the removal and installation of sprinklers. One sprinkler wrench shall be provided for each type of sprinkler installed.~~

**Section 7.1.2** is hereby revised as follows:

**7.1.2** The system piping shall not have a separate control valve unless supervised by a central station, proprietary, or remote station alarm service.

~~**15.28.620**~~

~~**NFPA 14, 2019 Edition, Installation of Standpipe and Hose Systems** is hereby amended as follows:~~
~~**Section 7.3.1.1** is hereby deleted in its entirety and replaced as follows:~~

~~**7.3.1.1** Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.~~

**15.28.630**

**NFPA 24, ~~2019~~ 2025 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances** is hereby amended as follows:

**Section 6.2.9* (3) and (5)** is hereby deleted without replacement and (6) and (7) renumbered as follows:

(5) Control Valves installed in a fire-rated room accessible from the exterior.
(6) Control valves in a fire-rated stair enclosure accessible from the exterior as permitted by the authority having jurisdiction.

**Section 6.2.9* (2)** is hereby revised as follows:

(2) When approved by the fire code official, a wall post indicating valve.

**Section 6.3.3** is hereby added as follows:

**Section 6.3.3** All post indicator valves controlling fire suppression water supplies shall be painted OSHA red.

**Section 10.1.5** is hereby added as follows:

**10.1.5** All ferrous pipe shall be coated and wrapped. Joints shall be coated and wrapped after assembly. All fittings shall be protected with a loose 8-mil polyethylene tube. The ends of the tube shall extend past the joint by a minimum of 12 inches and be sealed with 2-inch-wide tape approved for underground use. Galvanizing does not meet the requirements of this section.
**Exception:** 304 or 316 Stainless Steel pipe and fittings

**Section ~~10.3.7~~ 103.8 Bolts** is hereby added as follows:

~~**10.3.7**~~ **103.8 Bolts.** All bolts used in pipe-joint assembly shall be 316 stainless steel.

**Section 10.4.1.1** is hereby revised as follows:

**10.4.1.1** All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material, prior to poly-tube, and after installation.
**Exception:** Bolted joint accessories made from 304 or 316 stainless steel.

**Section 10.4.3.1** is hereby deleted and replaced as follows:

**10.4.3.1** Where fire service mains enter the building adjacent to the foundation,-the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.6.2.

**Section 10.4.3.1.1** is hereby revised as follows:

**10.1.1.1.1** Pipe joints shall not be located under foundation footings. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints.

**15.28.640**

**Appendix A** is deleted in its entirety.

**15.28.650**

**Appendix B** is adopted in its entirety with the following amendments.

**15.28.660**

Section B105.2 of Appendix B is hereby amended by amending the Exception to read as follow:

**Exception:** A reduction in required fire-flow of up to 50 percent (50%), as approved, is allowed when the building is provided with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. The resulting fire-flow shall not be less than 1,500 gallons per minute (5678 L/min) for the prescribed duration as specified in Table B105.1.

**15.28.670**

Section B-107 is hereby added to read as follows:

Section B-107
Underground Fire Loop Requirements

**B- 107.1 General:** Commercial; Industrial; Institutional; Multi-Family Residential, will require a dedicated Two (2) point of commection looped fire water system fed from appropriately sized water mains.

**B-107.2 Specifics**: Any development within the City of Loma Linda that consists of more than a single structure on a commercially developed site; multiple floor commercial structures; multi-family commercial residences or fire flow requirements in excess of 2000 gpm will require a two

point of connection full looped fire supply to the development. All required onsite fire hydrants will be supplied from this looped system and will be private to the development.

**Exception:** When approved by the fire code offical.

**15.28.680**

**Appendix C** is adopted in its entirety with the following amendments:

**Section C103.1** is hereby revised as follows:

**C103.1 Hydrant Spacing**. Fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between required fire hydrants shall not exceed 300 feet, measured along the fire department access route. In locations where it is impractical to place a fire hydrant 40 feet from the protected structure the hydrant spacing shall be reduced to 150 feet.

**Section C103.2 Average Spacing** is hereby deleted without replacement.

**Section C103.3 Maximum Spacing** is hereby deleted without replacement.

**15.28.690 Appendix CC** is adopted in its entirety without amendments:

**15.28.700 Appendix D** is deleted in its entirety.

**15.28.710 Appendix E** is deleted in its entirety.

**15.28.720 Appendix F** is deleted in its entirety.

**15.28.730 Appendix G** is deleted in its entirety.

~~**15.28.740 Appendix H** is deleted in its entirety.~~

**15.28.750 Appendix I** is deleted in its entirety.

**15.28.760 Appendix J** is deleted in its entirety.

**15.28.770 Appendix K** is deleted in its entirety.

**15.28.780 Appendix L** is deleted in its entirety.

**15.28.790 Appendix M** is deleted in its entirety.

**15.28.800 Appendix N** is deleted in its entirety.

**15.28.810 Appendix O** is deleted in its entirety.

Appendix P is deleted in its entirety.

EXHIBIT A

Appendix Q is deleted in its entirety.

The remainder of the section remains as adopted.

**SECTION 2. Repealer.** Loma Linda Municipal Code Chapter 15.28 is hereby repealed and replaced as specified in this Ordinance.

**SECTION 3. Penalties.** If any person shall violate any of the provisions of this Ordinance, or fail to comply with any of the mandatory requirements of this Ordinance, he shall be guilty of an infraction. Any person convicted of an infraction under the provisions of a City Ordinance shall be punishable by (1) a fine of not more than one hundred dollars ($100.00) for a first violation; (2) a fine not exceeding two hundred dollars ($200.00) for a second violation of the same Ordinance within one year and (3) a fine not exceeding five hundred dollars ($500.00) for each additional violation of the same Ordinance within one year. Each such person shall be deemed guilty of a separate offense for every day during such portion of which any violation of this Ordinance is committed, continued or permitted by such person, and shall be punishable therefore as provided by this Ordinance.

**SECTION 4. Validity.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such holding or holdings shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, clause sentence and phrase thereof, irrespective of the fact that any one or more sections, subsections, clauses, sentences or phrases be declared invalid.

**SECTION 4. Posting.** The City Clerk shall certify as to the adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of adoption and shall cause this Ordinance to be posted pursuant to law in three (3) public places designated for such purpose by the City Council.

This Ordinance was introduced at the regular meeting of the City Council of the City of Loma Linda, California, held on the 14th day of October 2025 and was **APPROVED AND ADOPTED** on the _____ day of _____2025 by the attached following vote to wit:

_____
Phillip Dupper, Mayor

Attest:

_____
Lynette Arreola City Clerk

EXHIBIT A

STATE OF CALIFORNIA )
COUNTY OF SAN BERNARDINO )
CITY OF LOMA LINDA )

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Ordinance No. XXXX was duly adopted by the City Council at a meeting thereof held on the _____ day of _____2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF I have hereto set my hand or affixed the Seal of the City of Loma Linda this ____ day of _____2025.

_____
Lynette Arreola, City Clerk
City of Loma Linda

EXHIBIT B

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA TO COMPLY WITH THE STATE OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 17958, 17958.5, AND 17958.7 RELATING TO THE ADOPTION OF THE 2025 EDITION OF THE CALIFORNIA FIRE CODE

WHEREAS, Health and Safety Code Section 17958 and Government Code Section 50022 empowers the City to adopt by reference the California Building Standards Code, including the California Fire Code; and

WHEREAS, Health and Safety Code Section 17958.5 authorizes the City to make amendments to said California Fire Code on the basis of local climatic, geological, or topographical condition; and

WHEREAS, Health and Safety Code Section 17958.7 requires that before making any modifications or changes pursuant to Section 17958.5, the governing body of a City or County shall make an express finding of local necessity that such modifications or changes are needed; and

WHEREAS, the City Council is informed and finds that these climatic, geological and topographical conditions include, but are not limited to the following conditions:

1. The area of the City of Loma Linda receives relatively low amounts of precipitation, and experiences very low relative humidity levels and extremely high temperatures. These climatic conditions are conducive to the spread of fire. For example, during July, August and September, temperatures often exceed 100 degrees Fahrenheit. During the same months, humidity is usually less than 40 percent, and humidity measurements of less than 10 percent are not uncommon.

2. The area of the City of Loma Linda is subject to extremely strong winds, commonly referred to as “Santa Ana Winds,” which can reach speeds of more than 40 miles per hour. Extensive damage often occurs during such winds including downed trees, power lines, utility poles and utility service lines. These conditions cause:

    a) Fires;
    b) Impairment of emergency apparatus access;
    c) Delays in response times of emergency apparatus; and
    d) The depletion of apparatus readily available for fire suppression activities.

    Specific amendments to the California Fire Code contained in Ordinance No. 758 pursuant to this express finding of local necessity are made to Sections: 304.1.3 Vegetation; 305.6 Sparks from Chimneys; 305.6 Outdoor Fires; 501.1 Fire Service Features; 901.11, 903.2, 903.2.8, 903.3.5.3, 903.3.5.4, 903.3.5.5, 903.4, 903.7, 903.8, 905.3.1, Fire Sprinklers; 910.2 Smoke and Heat Vents, Mechanical Smoke Exhaust Systems and Draft Curtains; 912.2 Fire Department Connections; Table 3206.2 High Piled Combustible

Storage; 5001.5.2 Hazardous Materials Inventory Statement; 5501 Flammable Cryogenic Fluids; 5601 Retail Fireworks; Appendix B B105.2 Reduction in Required Fire-flow; and Appendix B, B105.7.1 and B105.7.2 Two points of connection creating a Fire Loop system.

3. Within the area of the City of Loma Linda there are three earthquake faults:

a) the San Jacinto Fault;
b) the Loma Linda Fault;
c) the Beaumont-Banning Fault.

Numerous other faults lie in close proximity, including the San Andreas Fault. In the event of a severe earthquake, these faults present the potential for catastrophic damage, including extensive damage to buildings, fire, and damage to major infrastructure including water and sewer distribution lines, roadways, bridges across a major storm drain and railroad right-of-way, and other impairments to the movement of emergency apparatus.

Specific amendments to the California Fire Code contained in Ordinance No. 758 pursuant to this express finding of local necessity are made to Sections: 304.1.3 Vegetation; 305.6 Sparks from Chimneys; 305.6 Outdoor Fires; 501.1 Fire Service Features; 901.11, 903.2, 903.2.8, 903.3.5.3, 903.3.5.4, 903.3.5.5, 903.4, 903.7, 903.8, 905.3.1, Fire Sprinklers; 910.2 Smoke and Heat Vents, Mechanical Smoke Exhaust Systems and Draft Curtains; 912.2 Fire Department Connections; Table 3206.2 High Piled Combustible Storage; 5001.5.2 Hazardous Materials Inventory Statement; 5501 Flammable Cryogenic Fluids; 5601 Retail Fireworks; Appendix B B105.2 Reduction in Required Fire-flow; and Appendix B, B105.7.1 and B105.7.2 Two points of connection creating a Fire Loop system.

4. Within the area of the City of Loma Linda development has occurred and continues to occur which has resulted in severe traffic congestion during peak hours. This development includes high-rise structures, institutional, commercial, industrial and residential structures. Development has occurred within that portion of the City known as the Loma Linda Hills where roadways have been built in areas of severe topographical conditions including street and driveway grades in excess of 12%. Such traffic congestion and severe roadway conditions extend the time for emergency vehicles to reach the scene of fires and other emergencies. Such drastic changes in elevation may also at a acritical time effect water systems, delivery or pressures within the Cities water network.

Specific amendments to the California Fire Code contained in Ordinance No. 758 pursuant to this express finding of local necessity are made to Sections: 304.1.3 Vegetation; 305.6 Sparks from Chimneys; 305.6 Outdoor Fires; 501.1 Fire Service Features; 901.11, 903.2, 903.2.8, 903.3.5.3, 903.3.5.4, 903.3.5.5, 903.4, 903.7, 903.8, 905.3.1, Fire Sprinklers; 910.2 Smoke and Heat Vents, Mechanical Smoke Exhaust Systems and Draft Curtains; 912.2

Fire Department Connections; Table 3206.2 High Piled Combustible Storage; 5001.5.2 Hazardous Materials Inventory Statement; 5501 Flammable Cryogenic Fluids; 5601 Retail Fireworks; Appendix B B105.2 Reduction in Required Fire-flow; and Appendix B, B105.7.1 and B105.7.2 Two points of connection creating a Fire Loop system.

WHEREAS, the City Council is informed and finds that because the City is subject to the above referenced climatic, geological, and topographical conditions that amendments to the California Fire Code, 2025 Edition, are necessary to protect life and property, and that such amendments are to deal with the following issues: 1) high fire hazard areas; 2) water supplies; 3) fire extinguishing systems and sprinkler systems, and 4) the storage, handling and use of flammable and combustible liquids and hazardous materials;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Loma Linda does hereby establish that the modifications to the 2025 California Fire Code, as outlined in Ordinance No. 787 are necessary due to local climatic, geographical and topographic conditions.

BE IT FUTHER RESOLVED that a copy of this Resolution be forwarded to the State of California Building Standards Commission;

BE IT FURTHER RESOLVED that a copy of this Resolution shall be incorporated and filed with Ordinance No. 787.

PASSED, APPROVED AND ADOPTED this 14th day of October 2025, by the attached certified vote:

_____
Phillip Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

**CERTIFIED VOTE**

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Resolution No.XXX was duly adopted by the City Council at a meeting thereof held on the 14th day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF I have hereto set my hand or affixed the Seal of the City of Loma Linda this 14th day of October 2025.

Lynette Arreola, City Clerk
City of Loma Linda

EXHIBIT C

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA ADOPTING AND AMENDING THE ~~2021~~ 2025 EDITION OF THE ~~INTERNATIONAL~~ CALIFORNIA WILDLAND-URBAN INTERFACE CODE

The City Council of the City of Loma Linda does hereby ordain as follows:

**SECTION 1.** Chapter 15.30 of Title 15 of the Loma Linda Municipal Code is hereby added to read as follows:

## Chapter 15.30

## WILDLAND-URBAN INTERFACE CODE

**Sections:**


| | |
|---|---|
| 15.30.010 | Findings and Adoption of the California Wildland-Urban Interface Code ~~International Wildland-Urban Interface Code~~ |
| 15.30.020 | Definitions |
| 15.30.030-220 | Amendments to the California Wildland-Urban Interface Code ~~International Wildland Urban Interface Code~~ |


### 15.30.010 Findings and Adoption of the California Wildland-Urban Interface Code ~~International Wildland-Urban Interface Code~~

(a) FINDINGS. The City Council of the City of Loma Linda hereby finds and determines:

1. That the International Code Council (ICC) is a private organization which has been in existence for a period of at least three years.

2. That the International Wildland-Urban Interface Code (IWUIC), ~~2021~~ 2025 Edition, published by said organization, is a nationally recognized compilation of proposed rules, regulations, and standards of said organization.

3. That the State of California has adopted the 2024 International Wildland-Urban Interface Code for the 2025 California Wildland-Urban Interface Code, through the California Building Standards Commission, without amendments.

3. That said ~~International Wildland-Urban Interface Code~~ California Wildland-Urban Interface Code ~~have~~ has been printed and published as a code in book form within the meaning of Section 50022.2 et seq. of the California Government Code.

4. That one copy of the ~~2021~~ 2025 ~~International~~ California Wildland-Urban Interface Code, certified by the Clerk of the City of Loma Linda to be a true copy, ~~have~~ has been filed for use and examination by the public in the Fire Prevention office of the Fire Department of the City of Loma Linda.

5. The sections of said ~~International~~ California Wildland-Urban Interface Code may be referred to by the number used in said published compilation, preceded by the words "~~International~~ California Wildland-Urban Interface Code Section" or "Wildland-Urban Interface Code Section" or "WUI Code Section," and may also be referred to by additional reference to the Loma Linda Municipal Code and sections therein pertaining to said ~~International~~ California Wildland-Urban Interface Code.

(b) ADOPTION OF THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE ~~THE INTERNATIONAL WILDLAND-URBAN INTERFACE CODE.~~

The City Council of the City of Loma Linda hereby adopts and amends the ~~2021~~ 2025 Edition of the California ~~International~~ Wildland-Urban Interface Code, and California ~~International~~ Wildland-Urban Interface Code Appendices A, B and ~~D~~ F and G; as compiled and published by the International Code Council.

NOTE: Appendix D "Fire Danger Rating System" no longer exists. It is now the Model Ordinance for Fire Hazard Severity Zone Adoption. It is for informational purposes only and is not intended for adoption.

**15.30.020 Definitions.**

(a) Wherever the word "Jurisdiction" is used in said Wildland-Urban Interface Code, it shall mean the City of Loma Linda.

(b) Wherever the term "Code Official" is used in said Wildland-Urban Interface Code, it shall mean the Fire Marshal for the City of Loma Linda.

(c) Wherever the term "Corporation Counsel" is used in said Wildland-Urban Interface Code, it shall mean the City Attorney for the City of Loma Linda.

(d) Wherever the term "Fire Department" is used in said Wildland-Urban Interface Code, it shall mean the Fire Department of the City of Loma Linda.

(e) An employee of the Fire Department of the City of Loma Linda, when enforcing the ~~International~~ California Wildland-Urban Interface Code, the Loma Linda Municipal Code and other laws, rules and regulations relating to fire and life safety, fire prevention and fire investigation, shall be deemed a "Peace Officer" as those words are used in Section 830.31 of the California Penal Code.

**15.30.030** Section 101.1 of the ~~International~~ California Wildland-Urban Interface Code is hereby amended to read as follows:

> **101.1 Title.** These regulations shall be known as the *Wildland-Urban Interface Code* of the City of Loma Linda, hereinafter referred to as "this code."

~~**15.30.040** Section 105.3 of the International Wildland Urban Interface Code is hereby amended to read as follows:~~

> ~~**105.3 Alternative materials or methods.** The code official, in concurrence with approval from the building official and fire chief, is authorized to approve alternative materials or methods, provided that the code official finds that the proposed design, use or operation satisfactorily complies with the intent of this code and that the alternative is, for the purpose intended, at least equivalent to the level of quality, strength, effectiveness, fire resistance, durability and safety prescribed by this code. Approvals under the authority herein contained shall be subject to the approval of the building official where the alternate material or method involves matters regulated by the California Building Code. The code official shall require that sufficient evidence or proof be submitted to substantiate any claims made regarding the use of alternative materials or methods. The details of any action granting approval of an alternative shall be recorded and entered in the files of the code enforcement agency. Where the alternative method of construction is not approved, the code official shall respond in writing, stating the reasons the alternative was not approved.~~

~~**15.30.050** Section 107.1 of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

> ~~**107.1 Work exempt from permit.** Unless othrwise provided in the requirements of the *California Building Code*, a permit shall not be required for the following: (Remainder of section remains the same.)~~

**15.30.060** Section ~~109.6~~ 108.7 of the ~~International~~ California Wildland-Urban Interface Code is hereby added to read as follows:

> ~~**109.7**~~ **108.7 Permit Fees.** Permit fees as established by City Council Resolution shall be collected by the Finance Department. Proof of receipt shall accompany all applications for permit applications prior to inspection and approval by the code official.

**15.30.070** Section ~~107.13~~ 108.8 of the ~~International~~ California Wildland-Urban Interface Code is hereby added to read as follows:

> ~~**109.8**~~ **108.8 Fees Not Refundable.** Permit fees shall not be refundable for any reason after initiation of inspection procedures.

**15.30.080** Section ~~108.3~~ 106.3 of the ~~International~~ California Wildland-Urban Interface Code is hereby amended to read as follows:

> ~~**107.3**~~ **106.3 Site plan.** In addition to the requirements for plans in the *California Building Code*, site plans shall include topography, width and prcent of grade of access roads, landscape and vegetation details, locations of structures or building envelopes, existing or proposed overhead utilities, occupancy classification of buildings, types of ignition-resistant constrction of buildings, structures and their appendages, roof classification of buildings, and site water supply systems.

**15.30.090** Section ~~109.2.4~~ 109.1.1.1 of the ~~International~~ California Wildland-Urban Interface Code is hereby added to read as follows:

> ~~**109.2.4**~~ **109.1.1.1 Inspection fees.** The code official is authorized to collect appropriate fees for inspections according to City Council Resolution establishing fees.

~~**15.30.100** Section 201.3 of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

> ~~**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in other *California* or *International Codes*, such terms shall have the meanings ascribed to them as in those codes.~~

~~**15.30.110** Section 202, definition of "BUILDING OFFICIAL," of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

> ~~**BUILDING OFFICIAL.** The officer or other designated authority charged with the administration and enforcement of the *California Building Code*, or the building official's duly authorized representative.~~

~~**15.30.120** Section 202, definition of "FUEL, HEAVY," of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

> ~~**FUEL, HEAVY.** Vegetation consisting of round wood 3 to 8 inches (76 to 203 mm) in diameter. Heavy fuels represent dense conifer stands where there is a heavy accumulation of litter and~~

~~downed woody material. See applicable National Fire Danger Rating system (NFDR), fuel models G & U as described in Appendix D.~~

~~**15.30.130** Section 202, definition of "FUEL, LIGHT," of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

~~**FUEL, LIGHT.** Vegetation consisting of herbaceous plants and round wood less than 1/4 inch (6.4 mm) in diameter. Light fuels represent western grasslands vegetated by annual or perennial grasses and forbs. Grasses and forbs are the primary ground fuel, but there can be enough needle litter and branch wood present from an open pine stand to contribute to the fuel loading. See applicable National Fire Danger Rating system (NFDR), fuel models A, C & L as described in Appendix D.~~

~~**15.30.140** Section 202, definition of "FUEL, MEDIUM," of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

~~**FUEL, MEDIUM.** Vegetation consisting of round wood 1/4 to 3 inches (6.4 mm to 76 mm) in diameter. Medium fuels represent mature, dense fields of California mixed chaparral. See applicable National Fire Danger Rating system (NFDR), fuel models B & F as described in Appendix D.~~

**15.30.150** Section 202, definition of "FUEL MODIFICATION," of the ~~International~~ Wildland-Urban Interface Code is hereby ~~added~~ amended to read as follows:

**FUEL MODIFICATION.** A strip of land where combustible vegetation has been thinned, modified or both and partially or totally replaced with approved drought-tolerant, fire-resistant, and/or irrigated plants to provide an acceptable level of risk from vegetation fires. Fuel modification reduces radiant and convective heat, thereby reducing the amount of heat exposure on the roadway or structure and providing fire suppression forces a safer area in which to take action.

~~**15.30.160** Section 202, definition of "HEAVY TIMBER CONSTRUCTION," of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

~~**HEAVY TIMBER CONSTRUCTION.** As described in the *California Building Code*.~~

**15.30.170** Section 404.5~~, Subsection 2, Exception,~~ of the ~~International~~ California Wildland-Urban Interface Code is hereby amended to read as follows:

**Exception:** A reduction in required flow rate of up to 50 percent, as approved by the code official, is allowed where the building is provided with an approved automatic sprinkler system. The resulting water supply shall not be less that 1,500 gallons per minute (94.6 L/s).

**15.30.180** Section 404.10.3 of the ~~International~~ California Wildland-Urban Interface Code is hereby amended to read as follows:

**404.10.3 Standby power.** Stationary water supply facilities within the wildland-urban interface area dependent on electrical power to meet adequate water supply demands shall provide standby power systems in accordancce ~~with section 604 of the *California* Fire *Code and*~~ section 2702 of the California Building Code to ensure that an uninterrupted water supply is maintained. The standby power source shall be capable of providing power for not less than two hours. (Remainder of section remains the same.)

~~**15.30.190** Section 501.1 of the International Wildland-Urban Interface Code is hereby amended to read as follows:~~

~~**501.1 Scope.** Buildings and structures shall be constructed in accordance with the *California Building Code* and this code. (Remainder of section remains the same.)~~

~~**15.30.200** Section 504.3 of the International Wildland Urban Interface Code is hereby amended to read as follows:~~

~~**504.3 Protection of eaves.** Eaves and soffits shall be protected on the exposed underside by materials approved for not less than 1-hour fire-resistance-rated construction, 2-inch (51 mm) nominal dimension lumber, or 1-inch (25.4 mm) nominal fire-retardant-treated lumber or ¾ inch (19 mm) nominal fire-retardant-treated plywood, identified for exterior use and meeting the requirements of Section 2303.2 of the *California Building Code*. Fascias are required and shall be protected on the backside by materials approved for not less than of 1-hour fire-resistance-rated construction or 2-inch (51 mm) nominal dimension lumber.~~

~~**15.30.210** Section 504.7 of the International Wildland Urban Interface Code is hereby amended to read as follows:~~

~~**504.7 Appendages and projections.** Unenclosed accessory structures attached to buildings with habitable spaces and projections, such as decks, shall be not less than 1-hour fire-resistance-rated construction, heavy timber construction or constructed of approved noncombustible materials or fire-retardant-treated wood identified for exterior use and meeting the requirements of Section 2303.2 of the *California Building Code*. (Remainder of section remains the same.)~~

~~**15.30.220** Section 505.7 of the International Wildland Urban Interface Code is hereby amended to read as follows:~~

~~**505.7 Appendages and projections.** Unenclosed accessory structures attached to buildings with habitable spaces and projections, such as decks, shall be not less than 1-hour fire-resistance-rated construction, heavy timber construction or constructed of approved noncombustible materials or fire-retardant-treated wood identified for exterior use and meeting the requirements of Section 2303.2 of the *California Building Code*. (Remainder of section remains the same.)~~

**15.30.230** Section A104.5 of the International Wildland Urban Interface Code is hereby amended to read as follows:

**A104.5 Equipment and devices generating heat, sparks, or open flames.** Only portable BBQ's using one pound propane fuel supply shall be allowed in all Wildland areas and community parks in the City of Loma Linda. i.e. Leonard Bailey Park, Hulda Crooks Park, Cottonwood Park, Elmer Digneo Park, Seamont Park, Ted and Lila Dawson Park.

**SECTION 2. Penalties.** If any person shall violate any of the provisions of this Ordinance, or fail to comply with any of the mandatory requirements of this Ordinance, he shall be guilty of an infraction. Any person convicted of an infraction under the provisions of a City Ordinance shall be punishable by (1) a fine of not more than one hundred dollars ($100.00) for a first violation; (2) a fine not exceeding two hundred dollars ($200.00) for a second violation of the same Ordinance within one year and (3) a fine not exceeding five hundred dollars ($500.00) for each additional violation of the same Ordinance within one year. Each such person shall be deemed guilty of a separate offense for every day during such portion of which any violation of this Ordinance is committed, continued or permitted by such person, and shall be punishable therefore as provided by this Ordinance.

**SECTION 3. Validity.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such holding or holdings shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and

each section, subsection, clause sentence and phrase thereof, irrespective of the fact that any one or more sections, subsections, clauses, sentences or phrases be declared invalid.

**SECTION 4. Posting.** The City Clerk shall certify as to the adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of adoption and shall cause this Ordinance to be posted pursuant to law in three (3) public places designated for such purpose by the City Council.

This Ordinance was introduced at the regular meeting of the City Council of the City of Loma Linda, California, held on the 14th day of October 2025 and was **APPROVED AND ADOPTED** on the _____ day of _____2025 by the attached following vote to wit:

_____
Phillip Dupper, Mayor

Attest:

_____
Lynette Arreola, City Clerk

STATE OF CALIFORNIA )
COUNTY OF SAN BERNARDINO )
CITY OF LOMA LINDA )

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Ordinance No. XXXX was duly adopted by the City Council at a meeting thereof held on the _____ day of _____2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF I have hereto set my hand or affixed the Seal of the City of Loma Linda this ____ day of _____2025.

_____
Lynette Arreola, City Clerk
City of Loma Linda

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**A. Appeal of Staff Decision by Christopher Jueden-pytel, Property Owner, 25624 State Street - Owner Request for Consideration of the Removal of a City Street Tree Due to Damage to the Property's Water Line [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Scheduled Agenda Items Item: 4A. |

| To | From |
|---|---|
| City Council | John Trujillo, Field Superintendent |

| Via |
|---|
| T Jarb Thaipejr, City Manager |

## RECOMMENDATION:

Staff recommends that City Council deny the request to remove the tree and advise the resident to pursue alternative repair methods that preserve the historic oak tree.

## BACKGROUND:

The City received a request from Christopher Jueden-pytel, property owner of 25624 State St., to remove a historic oak tree located adjacent to their property. The request stems from a water leak occurring on the property owner side of the water meter. Mr. Juenen-pytel expressed concerns that the tree roots may be contributing to the leak and is seeking City approval to remove the tree as part of their repair work.

The tree in question is a mature and healthy Oak. These trees are considered part of our community's historic and natural character.

Standard instructions were provided to the property owner that apply to all Loma Linda residents, outlining the process for repairing water service lines on the property owner side of the meter. They were also advised that they may submit a claim form if supporting documentation demonstrates that tree roots were responsible for the damage.

## ANALYSIS:

Ownership/Responsibility: The leak is located above the City meter on the property owner service line. In accordance with Loma Linda Municipal Code §13.04.160(E), the property owner is responsible for all pipes and fixtures extending or lying beyond the meter or seven feet from the main, whichever is closer, shall be installed and maintained by the owner of the property.

Tree Condition: Preliminary observations and City practice indicate the oak appears healthy, there is no conclusive evidence that roots caused the leak.

Feasible Alternatives: Private line repairs can typically be completed without removing the tree using:

- Root-sensitive trenching,
- Rerouting the service line outside the critical root zone, or
- Trenchless methods (e.g., boring/sleeving) to minimize root disturbance.

## ENVIRONMENTAL IMPACT:

No tree removal is proposed at this time; therefore, no environmental impacts are anticipated. Any future removal request would be subject to California Environmental Quality Act (CEQA) review and applicable tree protection regulations.

## FINANCIAL IMPACT:

There is no direct fiscal impact to the City at this time. Any repair costs are the responsibility of the property owner.

**Attachments**

STATE Oak Tree.pdf
State st Meter.pdf
Letter of Appeal_Christopher Jueden-pytel.pdf




LOMA LINDA
WATER

10/8/2025

To the Mayor and City Council Members
City of Loma Linda

Subject: Formal Appeal of Staff Decision and Request for Tree Removal at 25624 State St for Permanent Water Line Repair

Dear Mayor and Council Members,

I am writing to formally appeal the decision of City Manager Jarb Thaipejr and Public Works Superintendent John Trujillo to deny the removal of a city owned oak tree at 25624 State St. This tree is the direct cause of significant damage to my property and public infrastructure, and its removal is the only way to make a permanent repair. I have exhausted all administrative channels with city staff, who have provided conflicting information and directives, leaving me to appeal to you, our elected officials, for a final decision.

The mature oak tree was a driving factor in our decision to purchase our home, and we value Loma Linda's urban forest. However, this specific tree has become a destructive force. Its roots have extensively damaged the public sidewalk, requiring the city to schedule repairs and replacements at least two times that I know of, and have now infiltrated and broken the main water service line to our home.

Our efforts to resolve this matter with city staff have been met with inconsistent information.

Shifting Justifications: We were initially told by City Manager Jarb that removal was prohibited by impending community outcry. Later it's classification as a "Significant Tree" and protected by State regulations. Later clarified by Superintendent John specifically referencing the California Oak Woodlands Conservation Act and CEQA and it was a matter of city policy not to remove healthy trees. This contradiction has made it impossible to address the core issue.

Unclear Authority: We have been given conflicting answers on who has the ultimate authority to grant an exception for tree removal. We have been told variously that it is the Parks Committee, the City Manager, and/or the City Council all in combination or independently. This lack of a clear decision-making path has significantly protracted this process.

Regarding the state statutes cited by staff, while we are not legal experts, our understanding is that the California Oak Woodlands Conservation Act (PRC § 21083.4) pertains to conservation efforts in "oak woodlands", not individual urban trees. Furthermore, the California Environmental Quality Act (CEQA) includes categorical exemptions for routine maintenance and repair of existing utility systems, which would apply to fixing a critical water line.

Precedent, Evidence, and the Necessity of Removal
The city has already acknowledged the destructive nature of this species in our neighborhood by removing trees for identical reasons at 25623 and 25570 State St,

and repeated repair or replacement of sidewalks and driveways. This establishes a clear precedent that tree removal is the appropriate solution when roots cause repeated damage.

We have obtained four separate quotes from licensed plumbers, all of which confirm that the tree roots are the cause of the damage. The tree must be removed before a permanent repair to the water line can be performed. Temporary root removal is not a solution; the roots will regrow, and the damage will recur.

While we understand the city's desire to preserve this gorgeous tree, a feature we adore and that drew us to our home, this desire is not an acceptable justification for allowing the contamination of our drinking water supply or the continued destruction of our property. The tree's roots have compromised a critical utility, creating an immediate health and safety concern that must take precedence. Preservation cannot come at the cost of a resident's well-being and fundamental property rights.

For your thorough review, I have included the following documentation with this letter:

Email communications with city staff.

A written statement from our direct neighbor.

The four plumber's quotes stating the root cause and necessity of tree removal.

We face a pressing timeline, as the window for any potential reimbursement for repairs is limited. We urgently request that the City Council overturn the staff decision and approve the removal of this tree so that we can proceed with a permanent, safe, and final repair to our property.

Thank you for your time and consideration of this matter.

Respectfully,

Christopher Jueden-pytel

673 e. Cooley Dr Unit #114
Colton Ca 92324
**5STARPLUMBING.NET**
5starplumbing2010@gmail.com
(909) 841-1057

| Proposal | |
|---|---|
| Proposal No. 0736 | Approved Yes No |
| Date 10/7/2025 | Technician Fernando S. Jr. |

| | |
|---|---|
| Customer Name Chris Jueden | Work to be perform at: |
| Address 2564 State Street | Address |
| City, State Loma Linda CA 92354 | City, State |
| Phone No. (909)363-6687 | E-Mail cjueden@gmail.com |

Proposal for: Repair Damaged Section of Main Line — Start Date TBD

Description of work to be performed by 5 Star Plumbing:

Upon arrival, leak is present near the water meter box and is covered by roots from nearby tree.

We will cut out the concrete slab to fully expose the main water line.

Once exposed, we will repair the damaged section of the pipe.

Dirt will be backfilled.

Tree must be removed to prevent further damage to the main water line.

We are not responsible for patching the cement slab.

Customer must get permits if the city requires it.

All work/material is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for the above work and completed in substantial workmanlike manner for the sum of $ 2,650.00 Dollars

Payments to be as follows:

Deposit $ 900.00 Dollars.

Remaining balance due upon job completion $ 1,750.00 Dollars

Additional Payments (if applied) _____

*Any alteration or deviation from above specifications involving extra cost will be executed only upon written order (additional proposal may be submitted for approval), and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or deals beyond our control.

***ACCEPTANCE OF PROPOSAL***

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified Payments will be made as outline above.

Customer Signature _____ Date _____ Technician Signature _____ Date _____

Ballard
PLUMBING • HEATING • AIR CONDITIONING

Ballard Services, Inc. DBA Ballard Plumbing Heating and Air Conditioning
25260 East Base line Street, San Bernardino, California 92410-4145 United States
(909) 882-1748

**BILL TO**
Chris Juden-Pythel
25624 State Street
Loma Linda, CA 92354 USA

| INVOICE | INVOICE DATE |
|---|---|
| 71885934 | Oct 08, 2025 |

**Home Improvement Contract**
License #1073870

**JOB ADDRESS**
Chris Juden-Pythel
25624 State Street
Loma Linda, CA 92354 USA

**Completed Date:**
**Payment Term:** Billing

## DESCRIPTION OF THE PROJECT & DESCRIPTION OF THE SIGNIFICANT MATERIALS TO BE USED & EQUIPMENT TO BE INSTALLED

Upon arriving at the customer's residence, I conducted a thorough diagnostic evaluation of the reported waterline issue. A leak test revealed a micro-leak in the existing galvanized waterline.
During the inspection, I observed that the water meter box is located in close proximity to a large tree, with extensive root systems that are likely to complicate excavation efforts and the installation of a new waterline. To proceed with the necessary repairs, professional root removal will be required to ensure safe and effective excavation.
The proposed repair plan includes the following steps:
1. Removal of affected concrete sections.
2. Installation of a new PEX waterline.
3. Replacement of the water tie-in with a new shut-off valve and pressure regulator.
4. Pouring new concrete and backfilling excavated areas.

I informed the customer that the current leak is contributing to the tree's growth, exacerbating the issue with the root system. The customer has been advised to address the tree root concern prior to scheduling the repair work and will contact us once this has been resolved.
Should you have any questions or require further details, please do not hesitate to reach out.

| | |
|---|---|
| **SUB-TOTAL** | $0.00 |
| **TAX** | $0.00 |
| **CONTRACT PRICE** | $0.00 |
| **BALANCE DUE** | $0.00 |

Thank you for choosing Ballard Plumbing Heating and Air Conditioning! Proudly serving Southern California since 1949!

**CONTRACT PRICE:** $0.00
**APPROXIMATE START DATE:** 10/8/2025
**APPROXIMATE COMPLETE DATE:** 10/8/2025

ANY CHANGES IN THE SCOPE OF WORK OR EXTRA WORK MUST BE CONFIRMED IN WRITING BY BOTH THE CONTRACTOR AND HOMEOWNER IN ADVANCE OF THE WORK COMMENCING. EXTRA WORK OR A CHANGE ORDER IS NOT ENFORCEABLE AGAINST YOU UNLESS THE CHANGE ORDER ALSO IDENTIFIES ALL OF THE FOLLOWING IN WRITING PRIOR TO THE COMMENCEMENT OF ANY WORK COVERED BY THE NEW CHANGE ORDER: THE SCOPE OF WORK ENCOMPASSED BY THE ORDER; (II) THE AMOUNT TO BE ADDED OR SUBTRACTED FROM THE CONTRACT; AND (III) THE EFFECT THE ORDER WILL MAKE IN THE PROGRESS PAYMENTS OR THE COMPLETION DATE. HOWEVER, FAILURE TO COMPLY WITH THE REQUIREMENTS OF THIS PARAGRAPH DOES NOT PRECLUDE THE RECOVERY OF COMPENSATION FOR WORK PERFORMED BASED UPON LEGAL OR EQUITABLE REMEDIES DESIGNED TO PREVENT UNJUST ENRICHMENT.

## DOWNPAYMENT

**THE DOWN PAYMENT MAY NOT EXCEED $1,000 OR 10 PERCENT OF THE CONTRACT PRICE, WHICHEVER IS LESS.**

THE SCHEDULE OF PROGRESS PAYMENTS MUST SPECIFICALLY DESCRIBE EACH PHASE OF WORK, INCLUDING THE TYPE AND AMOUNT OF WORK OR SERVICES SCHEDULED TO BE SUPPLIED IN EACH PHASE, ALONG WITH THE AMOUNT OF EACH PROPOSED PROGRESS PAYMENT. IT IS AGAINST THE LAW FOR A CONTRACTOR TO COLLECT PAYMENT FOR WORK NOT YET COMPLETED, OR FOR MATERIALS NOT YET DELIVERED. HOWEVER, A CONTRACTOR MAY REQUIRE A DOWN PAYMENT.

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## INFORMATION ABOUT THE CONTRACTORS STATE LICENSE BOARD (CSLB)

CSLB is the state consumer protection agency that licenses and regulates construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

**For more information:**
**VISIT** CSLB's website at www.cslb.ca.gov
**CALL** CSLB at 1-800-321-CSLB (2752)
**WRITE** CSLB at P.O. Box 26000, Sacramento, CA 95826

**You are entitled to a completely filled in copy of this agreement, signed by both you and the contractor, before any work may be started.**

## CUSTOMER AUTHORIZATION

**br>**
**ADDITIONAL TERMS AND CONDITIONS**
**Note about Extra Work and Change Orders:**

**Extra work or changes require written authorization detailing scope, cost, and impact on payment and schedule.**
**Services Not Covered:**

**We won't perform additional work beyond what's specified herein, including carpentry or electrical work, unless otherwise stated. Drains and customer supplied components are not covered by the warranty for 12 months unless otherwise specified.**
**Delays:**

**We're not responsible for delays due to factors beyond our control, like weather or inspections.**
**Fees, Taxes, and Assessments:**

**Owner pays taxes and permits. Owner must fund necessary permits promptly upon request.**
**Payments and Right to Stop Work:**

**We can pause work if payments are overdue. Owner covers associated fees and possible check bounce fees.**
**Clean Up:**

**We'll leave your property clean. Surplus materials belong to us and won't be credited to the owner.**
**Limitations:**

**Legal actions related to this contract can't be started more than two years after work completion.**
**Attorney's Fees:**

**The prevailing party in any litigation or arbitration is entitled to reasonable attorney's fees and costs.**
**Validity and Damages:**

**If any contract provision is invalid, the remaining provisions remain intact. Damages cannot exceed the contract price.**
**Asbestos, Lead, Mold, and other Hazardous Substances:**

**Owner represents no knowledge of hazardous materials unless specified in writing. Testing requires written consent.**
**Contractor isn't responsible for mold recurrence unless specified.**
**Weather and Other Damage:**

**Contractor isn't responsible for weather-related damage beyond their control.**
**Limited Warranty:**

**All work is warranted for one year. Manufacturer warranties apply to specific items. Owner must report issues within 24 hours.**

Sign here 

Date 10/8/2025

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## THREE DAY RIGHT TO CANCEL

**RIGHT TO CANCEL**

**Three-Day Right to Cancel:**
**If you signed this contract away from our office, you have 3 business days to cancel. Send written notice to [25260 E Baseline St, San Bernardino, CA 92410], or email/fax before midnight on the third day. Payments beyond the 10%**

**Extended Five-Day Right to Cancel for Seniors:**
**Customers aged 65 or older have 5 business days to cancel under the same conditions as the Three-Day Right to Cancel.**

Sign here 

Date 10/8/2025

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The "Notice of Cancellation" may be sent to:

Ballard Services, Inc. DBA Ballard Plumbing Heating and Air Conditioning
25260 East Base line Street, San Bernardino, California 92410-4145 United States
(909) 882-1748

## CUSTOMER ACKNOWLEDGEMENT

**I find and agree that all work performed by Ballard Plumbing Heating and Air Conditioning has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor.**

Sign here 

Date 10/8/2025

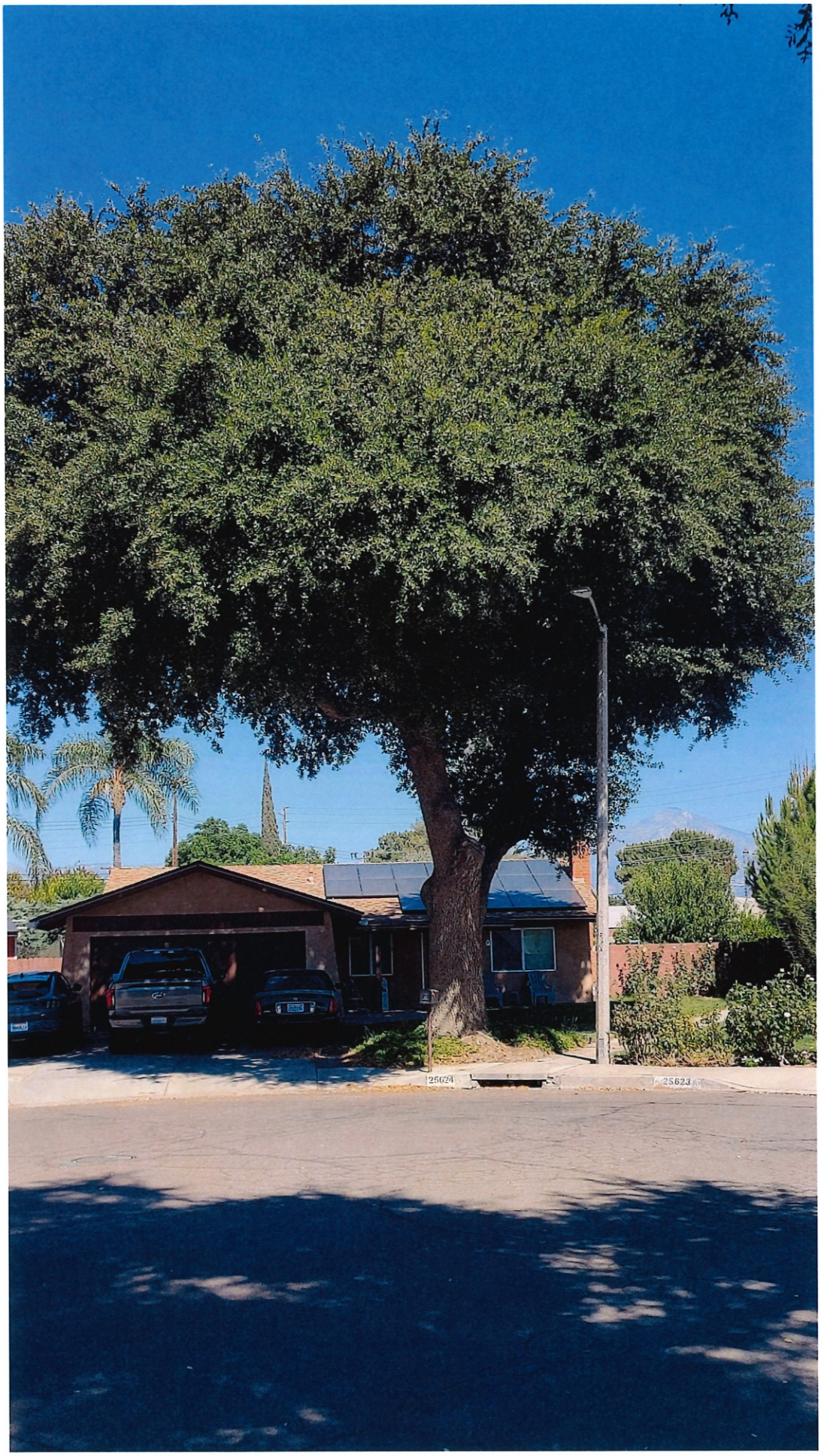
---

## TECHNICIAN ACKNOWLEDGEMENT

Sign here 

Date 10/8/2025

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25624
25623







Lasting Legacy Plumbing Heating & Air
612 Texas Street, Redlands, California 92374 United States
909-903-2023
License# 1082542

**BILL TO**
Chris Jueden-Pytel
25624 State Street
Loma Linda, CA 92354 USA

| ESTIMATE | ESTIMATE DATE |
|---|---|
| 106381011 | Oct 08, 2025 |

**Home Improvement Contract**
License #1082542

**JOB ADDRESS**
Chris Jueden-Pytel
25624 State Street
Loma Linda, CA 92354 USA

**Project:** 106377790
**Technician:** Juan Munoz

## DESCRIPTION OF THE PROJECT & DESCRIPTION OF THE SIGNIFICANT MATERIALS TO BE USED & EQUIPMENT TO BE INSTALLED

Water Main: Replace existing water main that is being affected by the oak trees roots with 1 inch type L hard copper trench from meter to main riser for home entire pipe will be sleeved to protect from the soil. Includes saw cutting concrete concrete, rough patch backfilling new riser with a ball valve pressure regulator tied back into the home price includes city permit and city inspection work will be done up to California plumbing code.

| SERVICE | DESCRIPTION | QTY | PRICE | TOTAL |
|---|---|---|---|---|
| WMS | Shoot and Pull a Brand New Water Main Service Line from the City Meter to the Service Riser to the Home<br>*CALL FOR PRICING*<br>*This plumbing repair scope of work includes plumbing-related labor and materials only. Restoration or repair of any affected non-plumbing surfaces or finishes, including but not limited to concrete, stucco, drywall, tile, flooring, paint, texture or landscaping, is not included unless specifically stated in writing. Any removal of such materials necessary to access plumbing components will be performed with reasonable care, but restoration of these materials is the responsibility of the property owner or a third party* | 1.00 | $10,550.00 | $10,550.00 |

| | |
|---|---|
| **POTENTIAL SAVINGS** | $0.00 |
| **SUB-TOTAL** | $10,550.00 |
| **TAX** | $0.00 |
| **CONTRACT PRICE** | $10,550.00 |
| **EST. FINANCING** | $139.26 |

Thank you for choosing Lasting Legacy Plumbing Heating & Air
**CONTRACT PRICE:** $10,550.00
**APPROXIMATE START DATE:** 10/8/2025
**APPROXIMATE COMPLETE DATE:** 10/8/2025

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**For more information:**
**VISIT** CSLB's website at www.cslb.ca.gov
**CALL** CSLB at 1-800-321-CSLB (2752)
**WRITE** CSLB at P.O. Box 26000, Sacramento, CA 95826

**You are entitled to a completely filled in copy of this agreement, signed by both you and the**

## CUSTOMER AUTHORIZATION

**THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Lasting Legacy Plumbing Heating & Air as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.**

**Estimate is valid for 30 days**

Sign here

Date

## THREE DAY RIGHT TO CANCEL

You, the buyer, have the right to cancel this contract within three business days. You may cancel by e-mailing, mailing, faxing, or delivering a written notice to the contractor at the contractor's place of business by midnight of the third business day after you receive a signed and dated copy of the contract that includes this notice. Include your name, your address, and the date you received the signed copy of the contract and this notice.
If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you received it, any goods delivered to you under this contract or sale. Or you may, if you wish, comply with the contractor's instructions on how to return the goods at the contractor's expense and risk. If you make the goods available to the contractor and the contractor does not pick them up within 20 days of the date of signature on your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for the performance of all obligations under the contract.

Sign here

Date

| | |
|---|---|
| ESTIMATE | #1610 |
| ESTIMATE DATE | Oct 8, 2025 |
| SERVICE DATE | Oct 8, 2025 |
| EXPIRATION DATE | Nov 7, 2025 |
| TOTAL | $6,500.00 |


Chris Jueden-Pytel
25624 State St
Loma Linda, CA 92354

(909) 363-6687
cjueden@gmail.com


CONTACT US


738 S. Waterman Ave, C45
San Bernardino, CA 92408

(909) 780-0887
Lincolnplumbingrooter@gmail.com


## ESTIMATE

| Services | qty | unit price | amount |
|---|---|---|---|
| NEW WATER SERVICE | 1.0 | $6,500.00 | $6,500.00 |

Estimate to Replace Main Water Service Line

Scope of Work:
We propose to replace the existing main water service line with a new 1-inch water line approximately 70 feet in length. Work will include trenching, installation, connection, and restoration as follows:
- Excavate and dig a trench approximately 70 feet in length from the water meter to the entry point of the home.
- Install new 1-inch water service line using approved materials suitable for potable water supply.
- Install new main shut-off valve and pressure reducing valve (PRV) at the entry point of the home.
- Tie back into the existing sprinkler system to ensure proper operation and water supply.
- Backfill and compact trench upon completion.
- Test the system for leaks and proper operation.
- Clean up work area and remove debris.

Site Conditions:
It has been determined that the tree located in the front yard is causing major damage to the existing water line. The tree roots are continuously hugging and squeezing the main water service, resulting in recurring leaks and restricted water flow. Replacement of the line is recommended to prevent further damage and restore proper water pressure.

Parts and Materials Included:
- 1" water service pipe (type and length as required)
- Brass fittings and adapters
- Main shut-off valve
- Pressure reducing valve
- Sprinkler tie-in fittings
- Pipe insulation (as needed)
- Miscellaneous plumbing supplies

Warranty:
All labor and materials are covered under a 5-year warranty against defects in workmanship or materials.
Exclusions: We will not be responsible for damage or resetting the existing pavers we will need to remove in order to complete job.

This estimate is a rough estimate and we will evaluate after job is complete to see where we land, the customer is aware the estimate may be between $6000 and $7000 due to unforeseen circumstances.
This estimate will be for $6500 but subject to change.

Services subtotal: $6,500.00

| | |
|---|---|
| Subtotal | $6,500.00 |
| Tax (San Bernardino 8.75%) | $0.00 |
| **Total** | **$6,500.00** |

Thank you for your business

Nancy Wolfe
25623 State Street
Loma Linda, CA 92354

October 7, 2025

City of Loma Linda Public Works Department
25541 Barton Road
Loma Linda, CA 92354

**Subject: Request for Review and Possible Removal of Oak Tree at 25624 State Street**

Dear City of Loma Linda Public Works Department,

I am writing regarding the large oak tree located in the front yard near the water main and street of our neighbors, **Christopher and Breanna Jueden-Pytel**, who reside at **25624 State Street**. I am very concerned about the significant and ongoing damage the tree's roots are causing to the **sidewalk, driveway, and likely the water main or underground pipes**.

**1. Appreciation for the City's Care of Our Historic Oak Trees**
Our neighborhood values the beautiful, historic oak trees that line our street. This was one of the reasons we loved this street so much when we bought our home. They add great character and have long been a signature part of our community. I understand and respect that these trees are protected. However, since moving into our home in 2003, we have seen repeated and costly damage caused by their roots. Over the years, the City has graciously repaired sidewalks and driveways along our street multiple times due to this issue.

**2. Prior Oak Tree Removal at 25623 State Street**
In 2012, I contacted the City about an oak tree in our driveway at 25623 State Street that was causing severe damage. Although it was not removed at that time, I appreciated the helpful conversations I had with David from Public Works. Around 2016 or 2017, after further damage and a safety incident involving an elderly family member tripping on the lifted concrete, I again submitted a written request with photos. The City later removed the tree—sometime between 2016 and early 2018, based on Google Maps imagery.
While I missed the beauty of the tree, I was deeply grateful for the City's action and concern for public safety.

**3. Current Concerns at 25624 State Street**
The oak tree near the water main and driveway of our neighbors' home is now creating similar problems. (Please see pictures at the end of the letter).
The roots are:

- Lifting and cracking the shared sidewalk between our properties;
- Causing visible displacement of the sidewalk into the street;

- Damaging sections of their driveway; and
- Likely affecting the water main, as there is visible moisture in the ground near the pipe.

Given what we have experienced in the past, and the proximity of this tree to the water infrastructure, I believe removal may be the most responsible long-term solution. The situation mirrors the one we faced several years ago, before the City ultimately removed our tree for safety and infrastructure protection.

**4. Research on Oak Tree Root Damage**

Industry experts note that oak trees, while strong and long-lived, are known for aggressive root systems that can damage plumbing and foundations.

- *"Oak trees are notorious for their longevity and strength, though they're also infamous for damaging foundations and plumbing fixtures... They should be planted a minimum of 15–30 feet away from important fixtures."* — D & F Plumbing (2022)
- *"Oak trees are one of the species known for their aggressive root structures... locate them far enough from water and sewer lines to avoid costly issues."* — Gordon Air & Plumbing (2024)

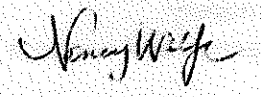
Roots from mature oaks can extend outward up to 100 yards, which explains why our sidewalks, driveways, and underground pipes have been repeatedly affected. Unfortunately, when these trees were planted decades ago, their long-term impact on neighborhood infrastructure may not have been fully considered.

**5. Request**

I respectfully request that the City further inspect and evaluate the oak tree at 25624 State Street for removal consideration and that the owners would not be held responsible for any fees. It is clear that the tree has caused significant damage over the year and is likely the most probable cause of the leaking now. Its proximity to the water main, visible structural damage, and risk of injury make this a matter of both public safety and property protection. I sincerely appreciate the City's past responsiveness and care for our safety and infrastructure.

Thank you for considering this request.

With appreciation,



Nancy Wolfe
Homeowner – 25623 State Street
Loma Linda, CA 92354
Cell: 909-754-2002


25624










Gmail

Chris <cjueden@gmail.com>

# Follow-up from City Council Meeting on 9/9/25 - Tree and Water Line Issue at 25624 State St

14 messages

**Chris** <cjueden@gmail.com> Thu, Sep 11, 2025 at 9:51 AM
To: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>
Cc: Breanna Jueden-pytel <bjueden@gmail.com>

IMG20250909145129.jpg

IMG20250909145249.jpg

IMG20250909145314.jpg

IMG20250909150310.jpg

Dear City Manager Thaipejr,

It was a pleasure meeting you at the city council meeting on 9/9/25 . As Mayor Dupper mentioned, I am following up with you regarding the city-owned tree at 25624 State St that is causing significant property damage and public safety concerns.

Thank you for your attention to this matter. As we discussed, the roots from this tree have now damaged the main water line to my home, in addition to lifting the public sidewalks and creating a persistent hazard.

To assist in your review, I have attached the following Photographs of the damage for your reference.

My primary contact information is below. Please let me know if you require any additional information, documentation, or if you would like to schedule a time to view the site in person.

I am eager to work with you to find a resolution to this long-standing problem.

Thank you again for your time and attention.

Sincerely,

Christopher Jueden-pytel
25624 State St
909.363.6687
cjueden@gmail.com



**IMG20250909145008.jpg**
9078K

---

**Jarb Thaipejr** <JThaipejr@lomalinda-ca.gov> Thu, Sep 11, 2025 at 1:47 PM
To: Chris <cjueden@gmail.com>
Cc: Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>, John Trujillo <jtrujillo@lomalinda-ca.gov>

Hi Chris,

The City will not remove the tree due to Oak Trees being classified as a "Significant Tree" and protected by State regulations. You are able to file a claim with the City if you can provide evidence that the tree roots have damaged the water lateral.

Mario, John,

Please go out to check the water lateral and sidewalk for me.

Sincerely,

Jarb

---

**From:** Chris <cjueden@gmail.com>
**Sent:** Thursday, September 11, 2025 9:51 AM
**To:** Jarb Thaipejr <JThaipejr@lomalinda-ca.gov>
**Cc:** Breanna Jueden-pytel <bjueden@gmail.com>
**Subject:** Follow-up from City Council Meeting on 9/9/25 - Tree and Water Line Issue at 25624 State St

[Quoted text hidden]

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**Chris** <cjueden@gmail.com> Thu, Sep 11, 2025 at 2:44 PM
To: Jarb Thaipejr <JThaipejr@lomalinda-ca.gov>
Cc: Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>, John Trujillo <jtrujillo@lomalinda-ca.gov>

Dear Jarb,

Thank you for your response.

I am writing to clarify a significant discrepancy in the information I have received. Your email states that the City will not remove the tree due to State regulations classifying Oak Trees as "Significant." However, in all my previous communications with the city, including direct conversations and public testimony before the City Council, the authority to remove a city tree was consistently described as a decision solely for the Parks Committee, City Council, and City Manager. The potential for a state-level prohibition was never mentioned once.

To properly understand this newly cited limitation, I respectfully request that you provide me with the specific State regulation, statute, or code section that designates this oak as a "Significant Tree" and outlines the prohibition against its removal when it is causing documented damage to public infrastructure and creating safety hazards. This will allow me to understand the legal context for this decision fully.

Furthermore, I would like to request to be present when Mario and John conduct their inspection. Please notify me of the scheduled date and time. It is crucial that I can directly point out the full extent of the damage to them, which includes:

- The damaged water lateral.
- The uplifted and cracked public sidewalks on both the west and south sides of the tree.
- Newly reported damage: My southern neighbor has brought to my attention that the roots have also caused significant new damage to the sidewalk west of the tree and, more critically, to the drainage sewer that handles water runoff from the church parking lot behind our homes.

This tree is now impacting multiple city-owned utilities and infrastructures, exacerbating the public safety and liability risks.

While I will prepare the evidence for the water lateral damage claim as you suggest, I must emphasize that the claim process addresses a symptom but not the root cause of the problem—the tree itself. The city's precedent of removing three other trees on my street for identical reasons confirms that removal is the established and appropriate solution for a tree causing this scale of damage.

I look forward to your timely response with the requested state regulation and the scheduling details for the inspection.

Sincerely,

Chris
909363.6687
25624 State St
cjueden@gmail.com

[Quoted text hidden]

---

**Chris** <cjueden@gmail.com> Thu, Sep 18, 2025 at 9:15 AM
To: Jarb Thaipejr <JThaipejr@lomalinda-ca.gov>
Cc: Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>, John Trujillo <jtrujillo@lomalinda-ca.gov>

Good Morning Jarb,

I am writing to follow up on my email from 9/11/25 regarding the hazardous city owned tree at 25624 State St and to ensure it did not get lost in your busy schedule.

To briefly recap, the tree's roots have damaged my main water line and the public sidewalk, and my neighbor has reported new damage to the drainage handling runoff from the church parking lot.

I know you are incredibly busy, but this is an urgent matter as the damage is ongoing and presents a growing public safety risk. I am particularly eager to schedule the inspection with Mario and John and to receive the specific state regulation mentioned that protects the tree despite this damage.

Could you please provide a brief update or let me know if you require any further information from my side?

Thank you for your time and attention to this important matter.

Sincerely,

Chris
909.363.6687
25624 State St
cjueden@gmail.com
[Quoted text hidden]

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**John Trujillo** <jtrujillo@lomalinda-ca.gov> Thu, Sep 18, 2025 at 9:40 AM
To: Chris <cjueden@gmail.com>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Good Morning Chris,

Thank you for your follow-up email and for bringing these concerns to our attention. We understand the urgency of the situation and the impact it is having on your property.

After review, I would like to clarify the City's position: the water service line on the property side of the meter is considered private infrastructure and is the responsibility of the property owner to maintain and repair. While we recognize that the tree roots may have contributed to the damage, the City cannot perform repairs on privately owned service lines due to liability restrictions.

Additionally, with respect to the oak tree, City policy is not to remove healthy, thriving landmark or historic trees. These trees are considered important community assets and are protected from removal unless they are determined to be diseased or dead.

Typically, residents will proceed by arranging for the necessary repairs with a licensed contractor, keeping all invoices and documentation. Once the work is completed, you may submit a claim to the City for review through our standard claims process. This will allow our Risk Management team to evaluate the circumstances and determine any potential reimbursement.

With regard to the sidewalk, our team has noted the damage and will be scheduling inspection and follow-up work to address hazards within the public right-of-way.

If you would like, I can provide you with the contact information for our claims department and next steps for filing. Please also let us know if you would like to coordinate an on-site inspection with staff for the sidewalk portion.

We appreciate your patience and cooperation as we work through this matter. Please do not hesitate to reach out if you need guidance on the claims process or further assistance.

Respectfully,

City of LOMA LINDA
JOHN TRUJILLO
Superintendent Public Works
Field Division
909.253.8884

On Sep 18, 2025, at 9:16 AM, Chris <cjueden@gmail.com> wrote:

[Quoted text hidden]

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**Chris** <cjueden@gmail.com> Thu, Sep 18, 2025 at 11:52 AM
To: John Trujillo <jtrujillo@lomalinda-ca.gov>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Dear John,

Thank you for your detailed response and for clarifying the city's position. I appreciate you taking the time to look into this matter.

I would like to move forward with coordinating the on-site inspection you offered. My schedule is completely open, and I am available to meet at your convenience, even if it means adjusting my work hours. Please suggest a time that works for you and your team.

The urgency of this inspection is critical. The necessary repairs to my water line and the city's sidewalk will require extensive excavation. This process will destroy the root systems that are the definitive proof of the tree's causation of the damage. Once this evidence is removed, it will be impossible to fully document the direct link between the city's tree and the destruction it has caused to both public and private infrastructure.

Your email provided helpful clarification but also raised several important questions that I hope we can discuss during the inspection.

1. Need for Policy Clarification:
You stated that the city's policy is not to remove "healthy, thriving landmark or historic trees." However, this appears to contradict the initial reason I was given by Jarb, who stated the prohibition was due to "State regulations" that classify Oak Trees as "Significant" and protected. For clarity and transparency, could you please provide me with a copy of this specific city policy and direct me to where it is codified? Furthermore, if state regulations are indeed a factor, please provide the specific state statute or code section Jarb was referring to so I may review it .

2. Decision-Making Authority:
This leads to a question of authority. If this is a matter of city policy, who has the ultimate authority to make an exception to that policy when a tree is causing demonstrable, repeated damage? Is it the Public Works department, the City Manager, the Parks Committee, or the City Council? The precedent set by the removal of three other trees on my street confirms that the city does indeed remove trees that are destructive, regardless of their health. This suggests the policy is not an absolute barrier but a guideline that can be superseded when necessary.

3. The Cycle of Damage and Financial Burden:
Your suggestion to repair the line and then file a claim presents a significant and unreasonable financial burden. The cost for these repairs will be substantial, thousands of dollars, if not tens of thousands. To undertake this at my own expense with our only assurance of reimbursement being a hope that a claim might be approved is a precarious position.

Most importantly, this "solution" is only temporary. I should not be required to make these costly and invasive repairs to my property when the city's tree roots will continue to grow and will undoubtedly cause the same damage again, restarting this cycle. The city has already repaired the sidewalk and driveway once before due to this same tree. A permanent solution that addresses the root cause (the tree) is the only rational and fiscally responsible outcome for both me and the city.

This tree is not just an asset; it is a documented liability that is actively damaging public and private property. I look forward to your proposed time for the inspection and to discussing these points further.

Sincerely,

Chris
909.363.6687
25624 State St
cjueden@gmail.com
[Quoted text hidden]

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**John Trujillo** <jtrujillo@lomalinda-ca.gov> Thu, Sep 18, 2025 at 12:02 PM
To: Chris <cjueden@gmail.com>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Chris,

I am available for an Inspection Walk on Monday at 9:30 am.

John Trujillo
Loma Linda Public Works
Superintendent
909.253.8884
*jtrujillo@lomalinda-ca.gov*

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**From:** Chris <cjueden@gmail.com>
**Sent:** Thursday, September 18, 2025 11:52 AM
**To:** John Trujillo <jtrujillo@lomalinda-ca.gov>
**Cc:** Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>; Breanna Jueden-pytel <bjueden@gmail.com>; Mario Mosqueda <mmosqueda@lomalinda-ca.gov>
**Subject:** Re: Follow-up from City Council Meeting on 9/9/25 - Tree and Water Line Issue at 25624 State St

[Quoted text hidden]

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**John Trujillo** <jtrujillo@lomalinda-ca.gov> Mon, Sep 22, 2025 at 8:08 AM
To: Chris <cjueden@gmail.com>
Cc: Chris <cjueden@gmail.com>, Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Good morning Chris,
just to confirm is 930 this morning good for you?

City of LOMA LINDA
JOHN TRUJILLO
Superintendent Public Works
Field Division
909.253.8884

On Sep 18, 2025, at 12:02 PM, John Trujillo <JTrujillo@lomalinda-ca.gov> wrote:

[Quoted text hidden]

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**Chris** <cjueden@gmail.com> Mon, Sep 22, 2025 at 8:10 AM
To: John Trujillo <jtrujillo@lomalinda-ca.gov>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Good Morning John,

Yes 9:30 works great.
Looking forward to meeting with you
Chris
[Quoted text hidden]

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**Chris** <cjueden@gmail.com> Mon, Sep 22, 2025 at 12:33 PM
To: John Trujillo <jtrujillo@lomalinda-ca.gov>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Dear John and Jarb,

Thank you, John, for meeting with me on-site today to discuss the significant damage caused by the city-owned tree at

25624 State St. I appreciate your time. This email serves to confirm the items we discussed and to urgently seek clarification on critical next steps.

Summary of Today's Discussion:

- The city will schedule a crew to grind the trip hazard portion of the sidewalk as an interim safety measure.
- The long-term plan for the damaged drainage sewer handling runoff from the church parking lot is still undetermined.
- You confirmed that we have your permission to remove the tree roots necessary to perform a proper and permanent repair to our damaged water service line.
- You clarified that the city will not repair the water line damaged by the city's tree roots, citing potential liability for setting a precedent for other residents.
- You noted that the exact location of the water leak is uncertain because the pipe is likely fully bound by roots.
- An arborist will be scheduled to assess and report on the health of the tree.

Critical Action Items and Urgent Questions:
With a six-month window we have to file for any potential reimbursement for the water line repairs we are approaching the two-month mark, and we cannot proceed with the significant financial commitment of these repairs without clear answers. Our urgency is driven by this deadline.

Policy and Authority Clarification: Our conversation today did not resolve the fundamental conflict in the city's position.

- Question 1: Jarb, you initially stated removal was prohibited by State regulations. John, you cited a city policy. Please provide me with a copy of the specific city policy and the specific state statute or code section you are each referring to. I need to review these documents to understand the legal and policy framework.
- Question 2: John, you indicated the decision rests with the city. Given the precedent of three other trees being removed on this street, who has the ultimate authority to grant an exception to this policy for a destructive tree? Is it the City Council? If so, what is the official process to have this item added to a City Council agenda for a decision?

We have been told by multiple city employees that the council will be uncooperative. However, we need to exhaust all official channels before considering legal action. Please direct me on how to formally petition the council.

Coordination and Information:

- Please notify us when the concrete grinding is scheduled so we can ensure our vehicles are not parked in the way.
- Please inform me once a plan is developed to address the damaged drainage sewer from the church parking lot.
- Please advise on how I may obtain a copy of the arborist's report once it has been completed.

The city's tree has caused extensive damage to public and private property. We need a permanent solution, not a temporary fix that will inevitably fail when the roots regrow. We look forward to your prompt response so we can resolve this matter within the constrained time frame.

Sincerely,

Chris
909.363.6687
25624 State St
cjueden@gmail.com
[Quoted text hidden]

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**John Trujillo** <jtrujillo@lomalinda-ca.gov> Mon, Sep 22, 2025 at 4:36 PM
To: Chris <cjueden@gmail.com>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Hello Chris,

Thank you for meeting up this morning

Coordination and Information:

- Please notify us when the concrete grinding is scheduled so we can ensure our vehicles are not parked in the way. ***Concrete repair will begin on wednesday September 24th @ 9am***
- Please inform me once a plan is developed to address the damaged drainage sewer from the church parking lot. ***Drainage is working fine and damaged section will be put on repair list.***
- Please advise on how I may obtain a copy of the arborist's report once it has been completed. ***Once the Tree Health report is completed a copy will be provided.***

It is the City's management practice **not to remove healthy, thriving, landmark oak trees.** These trees are considered part of our community's historic and natural character and are maintained by the City. Removal is only considered if a tree is dead, diseased, or determined to be a safety hazard after inspection by City staff.

In addition, oak trees are recognized under **State of California environmental law**:

- The **California Oak Woodlands Conservation Act** (Public Resources Code § 21083.4) provides protections for oak resources and requires mitigation when removal is proposed in oak woodlands.
- The **California Environmental Quality Act (CEQA)** requires that the environmental impacts of removing significant trees, including oaks, be evaluated as part of any public or private project.

Together, these State protections reinforce the City's commitment to preserving oak trees and help ensure compliance with State environmental regulations. At this time, the oak tree in question **does not meet any removal criteria and will remain in place.**

Please proceed by hiring a licensed contractor to complete the necessary water service line repairs. Document all work by taking dated photos before, during, and after the repair, and keep copies of invoices and receipts. Have your contractor provide written notes and pictures of any impacts to the system. Once the work is complete, please contact the City to schedule an inspection and provide all documentation at that time.

We appreciate your understanding and cooperation in helping us protect Loma Linda's urban forest.

John Trujillo
Loma Linda Public Works
Superintendent
909.253.8884
*jtrujillo@lomalinda-ca.gov*

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**From:** Chris <cjueden@gmail.com>
**Sent:** Monday, September 22, 2025 12:33 PM
[Quoted text hidden]

[Quoted text hidden]

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**Chris** <cjueden@gmail.com> Wed, Sep 24, 2025 at 10:24 AM
To: John Trujillo <jtrujillo@lomalinda-ca.gov>

Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Dear John and Jarb,

Thank you for your prompt reply and for the specific information regarding the concrete work and the arborist report.

My wife and I have reviewed the state statues you cited in the previous email and, while we are not lawyers, our understanding of these state codes indicate that it does not apply to our specific situation.

California Oak Woodlands Conservation Act (PRC § 21083.4): This act specifically pertains to projects in "oak woodlands," which are defined as "an area characterized by a stand of oak trees that has a canopy cover of at least 10 percent." This is a statute governing large-scale land development and conservation, not the removal of a single, hazardous urban tree on a residential street. Our property and the city's right-of-way do not constitute an "oak woodland."

California Environmental Quality Act (CEQA): CEQA includes "categorical exemptions" for projects like routine maintenance and repair of existing utility systems and public facilities. The repair of a damaged water line and sidewalk, necessitated by a hazardous condition, would almost certainly qualify for such an exemption and would not require an environmental impact review.

Therefore, it appears these state level protections are not applicable to this specific local issue.

Furthermore, by the city's own policy, removal is considered if a tree is "determined to be a safety hazard." The tree's roots have already broken my water line and damaged the public sidewalk, an issue the city is now repairing for at least the second time. This is definitive, physical proof that the tree is a safety hazard. It is causing immediate and repeated damage to public infrastructure. The precedent of removing three other trees on my street confirms that the city has previously acknowledged this type of damage as a valid reason for removal.

Given that the state statutes cited do not appear to be a legal barrier, the decision falls back to city management. I have been told by city employees that the City Manager, Parks Committee, and/or City Council hold the final decision-making authority on the removal of city trees.

My question to you both is now very direct. Who, specifically, is the Decision-Making Authority in this case? Please direct me on how and whom to formally petition to have this matter heard by the appropriate body. We need to address the root cause of the problem, not just the symptoms, and we are rapidly approaching the deadline for any potential reimbursement claim.

Thank you for your clarification.

Sincerely,

Chris

[Quoted text hidden]

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**Chris** <cjueden@gmail.com> Thu, Oct 2, 2025 at 1:10 PM
To: John Trujillo <jtrujillo@lomalinda-ca.gov>
Cc: Jarb Thaipejr <jthaipejr@lomalinda-ca.gov>, Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Dear John and Jarb,

Following up on my previous email from last week (sent 9/24 ) to ensure it hasn't been lost in your busy schedules.

My primary request for response remains urgent. To facilitate a permanent solution, I need to understand the official process. Could you please direct me to who, specifically, is the Decision-Making Authority in this case? I need to know how and whom to formally petition to have this matter heard by the appropriate body, such as the City Manager, Parks Committee, or City Council, as I have been previously advised. We need to exhaust all official channels before pursuing further remediation.

Thank you for your time and attention, and I look forward to your guidance.

Sincerely,

Chris

909.363.6687
25624 State St
cjueden@gmail.com
[Quoted text hidden]

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**Jarb Thaipejr** <jthaipejr@lomalinda-ca.gov> Tue, Oct 7, 2025 at 9:22 AM
To: Chris <cjueden@gmail.com>, John Trujillo <jtrujillo@lomalinda-ca.gov>
Cc: Breanna Jueden-pytel <bjueden@gmail.com>, Mario Mosqueda <mmosqueda@lomalinda-ca.gov>

Hi Chris,

Sorry, the City will not cut down the mature Oak tree in front of your house.

Sincerely,

Jarb Thaipejr
City Manager
City of Loma Linda

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**From:** Chris <cjueden@gmail.com>
**Sent:** Thursday, October 2, 2025 1:10 PM
[Quoted text hidden]

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# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**A. Approve Minutes of September 9, 2025, and Approve Corrected Minutes of August 12, 2025 (City Clerk) [CC/HA]**

| Meeting | Agenda Group |
| --- | --- |
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5A. |

| From |
| --- |
| Lynette Arreola, City Clerk |

## RECOMMENDATION:

It is recommended that the City Council approve the minutes of September 9, 2025, as presented.

The August 12, 2025, Minutes incorrectly referenced adopted Resolutions Nos. for Agenda Items 4N and 4O. The corrections are red lined on the minutes. It is recommended that the City Council approve the corrections to the minutes as presented.

**Attachments**

2025-09-09_Minutes.pdf
2025-08-12_Minutes.pdf

# REGULAR CITY COUNCIL, HOUSING AUTHORITY, AND SUCCESSOR AGENCY JOINT MEETING MINUTES

25541 Barton Road, Loma Linda, CA 92354

September 9, 2025, 7:04 PM - September 9, 2025, 8:00 PM

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

- **Phillip Dupper,** Mayor/HA Chairman
- **Ronald Dailey,** Mayor pro tempore/HA Vice-Chairman
- **Rhonda Spencer-Hwang,** Councilmember/HA Board Member

**Absent:**

- **Ovidiu Popescu,** Councilmember/HA Board Member
- **Rhodes Rigsby,** Councilmember/HA Board Member

## 1. Call to Order

1.A. Call to Order - City Council [CC], Housing Authority Board [HA], and Successor Agency [SA]- 7:04 PM

It was noted at that the Closed Session scheduled at 5:30pm was cancelled due to no report updates on Labor Negotiations. The regular meeting was called to order at 7:04pm.

1.B. Roll Call- 7:05 PM

Councilmember Rhodes Rigsby and Ovidiu Popescu absent; all other Councilmembers present.

Staff present: T. Jarb Thaipejr, City Manager/HA Executive Director ; Diane Robbins, City Attorney/HA General Counsel; Lynette Arreola, City Clerk/HA Secretary; Sonia Fabela, Finance Director; Dan Harker, Fire Chief; Lorena Matarrita, Community Development Director; Hugh Campa, Information Systems Specialist; and Lt. David Frayeh, San Bernardino County Sheriff's Department

1.C. Closed Session/Workshop 5:30 pm - 7:00 pm or soon thereafter as possible- 7:05 PM

Since the Closed Session was cancelled, City Attorney Robbins had nothing to report.

1.D. Invocation and Pledge of Allegiance - Council Member Popescu- 7:05 PM

The Invocation and Pledge of Allegiance were led by Mayor Dupper.

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

No items were added or deleted.

1.F. Oral Reports/Public Participation - Non-Agenda Items (Each Speaker limited to 3 minutes. Pursuant to the Brown Act, no action or discussion can be taken by City Council, Housing Authority or Successor Agency)- 7:06 PM

Christopher Jueden-pytel, 25624 State St., reported that the roots from the City street tree located in front of his property have caused damage to the waterline on his property and have lifted the sidewalk. He is requesting for the tree to be removed.

City Manger Thaipejr noted the City is aware of the situation, and City staff has been communicating with the Mr. Jueden-pytel.

## 2. Public Hearing Items

2.A. Public Hearing - Adopt Council Bill #R-2025-33 - A Resolution Ordering Annexations 80 and 81 to Landscape Maintenance District No. 1 (Tract 20403 – Eden at Covenant Point and Tract 20404 – Haven at Covenant Point) (Public Works) [CC]- 7:13 PM

Public Hearing was opened at 7:14 PM and closed at 7:14 PM

City Manager Thaipejr presented the report requesting approval of Annexations 80 and 81 into the Landscape Maintenance District No. 1 as recommended by staff. He noted the Official Assessment ballots to vote on the proposed assessment were mailed to affected property owners, and noted that the ballots would be opened by the City Clerk.

City Clerk Arreola noted that two ballots were received for Annexation 80 (Eden at Covenant Point - Tract 20403), opened the ballots and announced both voted in favor of the assessment; and that two ballots were received for Annexation 81 (Haven at Covenant Point Tract 20404), opened the ballots and announced both voted in favor of the assessment.

**Motion by Rhonda Spencer-Hwang, seconded Ronald Dailey, passing by a vote of 3-0-0-0-2, Absent was Ovidiu Popescu, Rhodes Rigsby**
**to Adopt as recommended Council Bill #R-2025-33, RESOLUTION NO. 3271 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA CONFIRMING THE ANNEXATION OF ANNEXATION NO. 80 (EDEN AT COVENANT POINT – TRACT 20403) AND ANNEXATION NO. 81 (HAVEN AT COVENANT POINT – TRACT 20404) INTO LOMA LINDA LANDSCAPE MAINTENANCE DISTRICT NO. 1, THE DIAGRAM AND ASSESSMENTS RELATED THERETO, OVERRULING ALL PROTESTS CONCERNING THE ASSESSMENTS, AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS COMMENCING IN FISCAL YEAR 2026/2027 (IF NOT MAINTAINED BY HOMEOWNER'S ASSOCIATION)**

2.B. Public Hearing - Adopt Council Bill #R-2025-34 - A Resolution Ordering Annexations to Streetlight Benefits Assessment District No. 1 (Tracts 20403 & 20404 – Eden at Covenant Point & Haven at Covenant Point) (Public Works) [CC]- 7:18 PM

Public Hearing was opened at 7:18 PM and closed at 7:18 PM

City Manager Thaipejr presented the report requesting approval of the Annexations into the Streetlight Benefits Assessment District No. 1 as recommended by staff. He noted the Official Assessment ballots to vote on the proposed assessment were mailed to affected property owners, and noted that the ballots would be opened by the City Clerk.

City Clerk Arreola noted that two ballots were received for Eden at Covenant Point - Tract 20403, opened the ballots and announced both voted in favor of the assessment; and that two ballots were received for Haven at Covenant Point - Tract 20404, opened the ballots and announced both voted in favor of the assessment.

**Motion by Ronald Dailey, seconded Rhonda Spencer-Hwang, passing by a vote of 3-0-0-0-2, Absent was Ovidiu Popescu, Rhodes Rigsby**
**to Adopt as recommended Council Bill #R-2025-34 - RESOLUTION NO. 3272 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA CONFIRMING THE ANNEXATION OF TRACT 20403 (EDEN AT COVENANT POINT) AND TRACT 20404 (HA VEN AT COVENANT POINT) INTO LOMA LINDA STREET LIGHT BENEFIT ASSESSMENT DISTRICT NO. 1, THE DIAGRAM AND ASSESSMENTS RELATED THERETO, OVERRULING ALL PROTESTS CONCERNING THE ASSESSMENTS, AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS COMMENCING IN FISCAL YEAR 2026/2027.**

## 3. Scheduled Agenda Items

No items scheduled.

## 4. Consent Calendar

Mayor pro tempore Dailey pulled Agenda Item 4E wanting more information on the grant program. Community Development Director Matarrita explained that Supervisor Dawn Rowe's Office proposed this pilot grant program of $30,000 to award three businesses $10,000 each. The program is to attract new businesses into the City and to apply the grant funds towards applicant/permit costs. She noted that the City will administer the program that will include establishing the eligibility criteria, evaluating applications, and selecting the recipients. In response to an inquiry, she noted that the funds may be granted to existing businesses, but the intent of the program was to offer this incentive to new businesses.

**Motion by Ronald Dailey, seconded Rhonda Spencer-Hwang, passing by a vote of 3-0-0-0-2, Absent was Ovidiu Popescu, Rhodes Rigsby**
**to Approve the Consent Calendar items as submitted.**

4.A. Approve Minutes of August 12 2025 (City Clerk) [CC/HA/SA]

Approved as presented the Minutes of August 12, 2025.

4.B. Approve the Demands Registers Dated August 26, and September 9, 2025 (Finance) [CC/HA]- 7:21 PM

Approved by City Council the Demands Register dated August 26, 2025, with commercial demands totaling $1,710,451.09, and Payroll dated August 14, 2025, totaling $479,638.60; and the Demands Register dated September 9, 2025, with commercial demands totaling $902,185.22, and Payroll dated August 28, 2025, totaling $458,188.36.

Approved by the Housing Authority Board the Demands Register dated August 26, 2025, with commercial demands totaling $506.93; and the Demands Register dated September 9, 2025, with commercial demands totaling $2,962.99.

4.C. Accept the Treasurer's Report - August 2025 (Finance) [CC]- 7:21 PM

Accepted for filing the August 2025 Treasurer's Report.

4.D. Accept the Fire Department Activity Reports - August 2025 (Fire) [CC]- 7:21 PM

Accepted for filing the August 2025 Fire Department's Activity Report.

4.E. Authorize the City Manager to Establish a New Restaurant Grant Program in Partnership with Supervisor Dawn Rowe's Office, Accept up to $22,500 in Grant Funding, Authorize Execution of Funding Agreement; Approve a Supplemental Appropriation of $22,500 to the Miscellaneous Grant Fund revenues/expenditures accounts; and Approve a Supplemental Appropriation of $7,500 from General Fund Reserves for the City's Match (Community Development) [CC]

Authorized the City Manager, or designee, to coordinate with Supervisor Dawn Rowe's San Bernardino County Office to establish a new Restaurant Grant Program to offset start-up costs for new restaurants in Loma Linda; Accepted the $22,500 from the Restaurant Grant Program; Authorized the execution of the funding agreement, subject to any revisions deemed necessary by the City Attorney; and Approved the $22,500 supplemental appropriation to the Miscellaneous Grant Fund revenues/expenditures accounts and Approve a supplemental appropriation of $7,500 from General Fund Reserves to account no. 0011940-51830, representing the City's 25% matching contribution toward the total grant amount of $30,000 as recommended.

4.F. Approve a Supplemental Appropriation of $88,100 and Award Contracts for Chief Plant Operator - Water System - to WaterworkForce, Inc. in an amount not to exceed $60,000 and to Eagle Aerial Solutions for Waterview Software Subscription in an amount not to exceed $28,100 (Public Works) [CC]- 7:21 PM

Approved a supplemental appropriation of $88,100 from the Water Enterprise Fund Balance into the expenditure accounts identified under the report's Financial Impact; Approved an extension of the contract with WaterWorkForce, Inc. of Yucaipa, in an amount not to exceed $60,000, to provide regulatory coverage ensuring minimum operational requirements mandated by the State of California, subject to any revisions deemed necessary by the City Attorney with the Agreement being retroactive to July 1, 2025, as the Contractor has been providing services since the start of the new fiscal year; and Awarded the contract to Eagle Aerial Solutions, in an amount not to exceed $28,100, for the WaterView Software Subscription, subject to any revisions deemed necessary by the City Attorney with the Agreement being retroactive to August 1, 2025, as the Contractor has been providing services since the start of the new fiscal year as recommended.

4.G. Consider Amendment to Employment Agreement with City Manager T. Jarb Thaipejr and Approve a Supplemental Appropriation of $17,800 for Salary and Benefits Costs for Fiscal Year 2025-2026 (Administration) [CC]

Approved the Amendment to the existing Employment Agreement with City Manager T. Jarb Thaipejr providing for an increase in compensation and an extension of the term of the Employment Agreement to June 30, 2028, as recommended.

4.H. Declare Vacancies and Direct the Clerk to Post Vacancies for the Following Committes/Commissions(Administration) [CC]- 7:21 PM

Declared vacancies and directed the Clerk to post vacancy notice as presented.

## 5. Old Business

5.A. Adopt Council Bill #O-2025-03 - (Second Reading) Ordinance Amending and Adopting a New Chapter 19.12 of the Loma Linda Municipal Code Entitled "Flood Control Measures" to Comply with the New Federal Emergency Management Agency (FEMA) Regulations to Adopt Flood Hazard Maps, to Designate a Floodplain Administrator, and Address for Other Purposes, Providing Severability, Establishing an Effective Date of October 9, 2025, and Repealing Ordinance Nos. 148, 369, 380, and 678 (Public Works) [CC]- 7:30 PM

Mayor pro tempore Dailey understood that the City was required to amend the ordinance to maintain compliance but expressed concern that residents were not properly notified about the flood hazard map changes, which could have financial impacts on affected properties.

Discussion followed regarding the need to inform residents about these map modifications as well as the previously approved Fire Hazard Zone Map modifications and ensuring appropriate notifications are provided.

**Motion by Rhonda Spencer-Hwang, seconded Ronald Dailey, passing by a vote of 3-0-0-0-2, Absent was Ovidiu Popescu, Rhodes Rigsby**
**to Adopt as recommended Council Bill #O-2025-03, ORDINANCE NO. 786 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING NEW CHAPTER 19.12 (FLOOD CONTROL MEASURES) OF THE LOMA LINDA MUNICIPAL CODE TO ADOPT FLOOD HAZARD MAPS, DESIGNATE A FLOODPLAIN ADMINISTRATOR, AND ADDRESS FOR OTHER PURPOSES; PROVIDING FOR SEVERABILITY; REPEALING ORDINANCE NUMBERS 148, 369, 380, AND 678; AND ESTABLISHING AN EFFECTIVE DATE OF OCTOBER 9, 2025.**

## 6. New Business

6.A. Consider Rescheduling Regular Meeting of November 25, 2025, (week of Thanksgiving) to November 18, 2025 (Administration) [CC/HA/SA]

With the first regular meeting of November falling on Veteran's Day holiday (Nov. 11), the regular meeting of November was scheduled to the second regular meeting date of November 25, 2025, the week of Thanksgiving. Since that date was on a holiday week, there was discussion to reschedule the meeting to November 18, 2025. By consensus, the meeting of November 25, 2025, was rescheduled to November 18, 2025.

## 7. Reports

7.A. Reports of Council Members- 7:48 PM

Councilmember Spencer-Hwang reported a meeting she had with the owner of Two Lads Bakery, who requested outdoor dining to support her business; received a resident request to install a left-turn signal on Benton Street at Barton Road for safety purposes; and provided an update on the Revenue Generating Committee, noting their interest to conduct a community survey to identify what the community wants as far as eateries, businesses, and activities for enhancing the City.

Andrea De Leon from the Chamber of Commerce followed up on the community survey discussion, noting a company that offers a digital app-based survey, with costs starting at approximately $20,000 depending on the survey's scope.

Mayor pro tempore Dailey observed that the monument sign at the retail center on Redlands Boulevard and Mt. View Avenue is faded and that landscaping improvements are needed especially since this center is at a key entrance to the City. Fire Marshal Ingalls stated that he had Code Enforcement send first notices to several business owners along Redlands Boulevard for voluntary compliance for proper property maintenance to enhance this main arterial in the City.

7.B. Reports Of Officers- 7:59 PM

Community Development Director Matarrita informed Council of upcoming events: 1) Coffee with the Mayor - Sunday, September 28, 2025, at Starbucks at Mt. View Ave. and Barton Rd. and 2) Loma Linda Founders Day - Monday, September 29, 2025, at City Hall Lobby Celebrating the City's 55th Anniversary. She acknowledged and thanked Josh, Outreach Coordinator for Starbucks, who is working with the City and donating coffee for these city events.

## 8. Adjournment

The meeting adjourned at 8:00pm.

Minutes approved at the meeting of October 14, 2025.

**REGULAR CITY COUNCIL, HOUSING AUTHORITY, AND SUCCESSOR AGENCY MEETING MINUTES**

25541 Barton Road, Loma Linda, CA 92354

August 12, 2025, 6:44 PM - August 12, 2025, 8:37 PM

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

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

**Absent:**

- **Ovidiu Popescu,** Councilmember

## 1. Call to Order

### 1.A. Call to Order - City Council [CC], Housing Authority Board [HA], and Successor Agency [SA]- 6:44 PM

The meeting was called to order at 5:30 pm and immediately recessed into closed session.

### 1.B. Roll Call- 7:02 PM

Councilmember Ovidiu Popescu absent; all other Councilmembers present.

Staff present: T. Jarb Thaipejr, City Manager/HA Executive Director ; Diane Robbins, City Attorney/HA General Counsel; Lynette Arreola, City Clerk/HA Secretary; Sonia Fabela, Finance Director; Dan Harker, Fire Chief; Lorena Matarrita, Community Development Director; Kyle MacGavin, Information Systems Manager; Hugh Campa, Information Systems Specialist; and Lt. David Frayeh, San Bernardino County Sheriff's Department

### 1.C. Closed Session - 5:30 pm - Council Board Room- 7:02 PM

The City Council meeting reconvened at 7:02 pm. City Attorney Robbins announced that the City Council met in closed session in regards to the three Closed Session items as noted on the Agenda. She stated that direction was provided to staff and no other action reported.

### 1.D. Invocation and Pledge of Allegiance - Councilmember Rigsby- 7:03 PM

The Invocation and Pledge of Allegiance were led by Councilmember Rigsby.

### 1.E. Items to be Added or Deleted- 7:04 PM

No items were added or deleted. City Manager Thaipejr introduced Lt. David Frayeh as the replacement for Lt. Kaysie Smith, who was reassigned to another department.

Lt. David Frayah introduced himself, provided an overview of his background experience with the Sheriff’s Department, and explained the organizational reassignment process. He stated that he looked forward to working with the City of Loma Linda.

**1.F. F. Oral Reports/Public Participation - Non-Agenda Items (Each Speaker limited to 3 minutes. Pursuant to the Brown Act, no action or discussion can be taken by City Council, Housing Authority or Successor Agency)**- 7:06 PM

Cassandra Howard of 25992 Brentwood, along with her daughter Taleda Howard, reported that pine trees along the parkway are overhanging onto her property, dropping large amounts of pine needles onto her roof, her property, and her neighbor's property. She expressed concern about potential roof damage and noted that while the trees were regularly maintained in the past, they have not been trimmed in the last couple of years. She requested that the trees be trimmed and cut back from her property. City Manager Thaipejr provided his business card and asked to contact him.

Resident on Reynolds expressed concern to the vehicles parked along the west side of Loma Linda Dr. between Barton Rd. and Lawton Ave. He said it encroaches into the drive space especially for larger vehicles and trucks. He requested the curb along the street to be all red curb or the street centerline be moved. He also expressed concern to homeless individuals camping at the bus stops specifically the stops at Mt. View Ave. He stated that his daughter takes the bus to school in the mornings. He is concerned for her safety.

In regards to the issue on Loma Linda Dr., City Manager Thaipejr stated that the City does not own the vacant property to the east; therefore, cannot encroach into the property. The City cannot paint red curb along on the west side of Loma Linda Dr.; however, he would look into adjusting the centerline. With regard to the homeless at the bus stops, he would work with staff and Sheriff's Department regarding this matter.

## 2. Presentation(s)

**2.A. SBCTA Presentation on Measure I Project for Loma Linda (Louis Vidaure)**- 7:14 PM

Louis Vidaure, SBCTA, Legislative Analyst, introduced himself and provided a presentation on Measure I, noting the number of regional and local infrastructure improvement project completed and number of jobs it supported. He highlighted a number of projects that were accomplished with the support of the funds. He noted the key principals that included an independent committee to ensure the funds are properly spent, that only 1% allowed for administrative overhead, that funds cannot be replace existing road budgets; that developers must contribute to related improvements; and that funds allocated regionally on a "return to source" basis. He noted he was available for questions.

Mayor Ron Dailey asked how projects are prioritized. In response, Mr. Vidaure explained that prioritization is determined by subregions through a collaborative effort among Board Members.

Councilmember Rigsby, who previously served on the Board for 10 years, noted that Nexus studies are used to determine and prioritize projects. He asked when the next update to the Nexus study would take place, pointing out that some existing projects should be reprioritized and new projects added to the list. He also noted that if a project lacks a local match, it gets reprioritized, and recommended recalculating the local match since the current data is outdated.

Mr. Vidaure responded that SBCTA has an ad hoc committee currently reviewing the Nexus study. He stated that SBCTA will work with Board Members and their staff to address the issue, adding that

they are planning for the future, reviewing data, recognizing growth in the Inland Empire, and working to address related challenges.

On behalf of the City Council, the Mayor thanked Mr. Vidaure for his presentation.

## 3. Public Hearing Items

**3.A. Public Hearing - Council Bill #O-2025-03 - (Introduce on First Reading and set Second Reading to September 8, 2025) Amending and Adopting a New Chapter 19.12 of the Loma Linda Municipal Code Entitled "Flood Control Measures" to Comply with the New Federal Emergency Management Agency (FEMA) Regulations to Adopt Flood Hazard Maps, to Designate a Floodplain Administrator, and Address for Other Purposes, Providing Severability, Establishing an Effective Date of October 9, 2025, and Repealing Ordinance Nos. 148, 369, 380, and 678 (Public Works) [CC]**- 7:32 PM

Public Hearing was opened at 7:40 PM and closed at 7:47 PM

City Manager Thaipejr reported that the City must update its Flood Zone Municipal Code and maps to comply with FEMA's Insurance Rate Maps for San Bernardino County. Failure to comply would result in automatic suspension from the National Flood Insurance Program. He stated that the City is amending Chapter 19.12 (Flood Control Measures) of the Loma Linda Municipal Code to align with FEMA regulations. It is recommended that the City Council introduce Council Bill #O-2025-03 for first reading and schedule the second reading for September 8, 2025.

Questions were raised about whether the new flood zone maps would affect projects currently being developed in areas now designated as Flood Zones. City Manager Thaipejr responded that projects already entitled may proceed, while projects not yet entitled will be required to comply with the new requirements.

Kapree Wiekamp-Schlatter, speaker, expressed concern to insurance companies cancelling policies and no longer offering new policies and asked what the City can do to mitigate this.

City Manager Thaipejr stated that the City has been proactive in the past making infrastructure improvements at intersections and along the San Timoteo Channel to reduce such impacts. He noted that some of the improvements now have to come from other agencies.

Motion by Rhodes Rigsby, seconded Rhonda Spencer-Hwang, passing by a vote of 4-0-0-0-1, Absent was Ovidiu Popescu
*to Introduce as recommended Council Bill No O-2025-03, waiving the reading of the Code in its entirety, ready by Title only and set the Second Reading to September 9, 2025.*

## 4. Consent Calendar

Mayor pro tempore pulled the following Consent Calendar items for questions:

- Agenda Item 4H - Asked about pavement rehabilitation methods and how to choose the right one. City Manager Thaipejr explained the options, noting that the bio-based process creates a ½" to 1" membrane and has shown longer durability, but requires certain pavement processes prior to the bio based method.
- Agenda Item 4M - Asked about the grant. Mayor Dupper explained that Lt. Smith noted the grant opportunity arose with a short application window and is for tobacco enforcement efforts.

- Agenda Item 4S - In response to clarification, City Manager explained that several Capital Improvement Projects approved last fiscal year remain incomplete. No funds were budgeted this year, so this request seeks to reappropriate funds to finish those projects.

Motion by Rhodes Rigsby, seconded Ronald Dailey, passing by a vote of 4-0-0-0-1, Absent was Ovidiu Popescu
*to Approve as recommended the Consent Calendar as submitted.*

**4.A. Minutes for Approval for City Council, Housing Authority and Successor Agency for June 10, June 24, and July 1, 2025 (City Clerk) [CC/HA/SA]**- 7:49 PM

Approved minutes of June 10, June 24, and July 1, 2025, as presented.

**4.B. Approve the Demands Registers Dated July 8, 22 and August 12, 2025 (Finance) [CC/HA/SA]**- 7:49 PM

Approved by City Council the Demands Register dated July 8, 2025, with commercial demands totaling $596,577.88, and Payroll dated July 3, 2025, totaling $456.452.00; the Demands Register dated July 22, 2025, with commercial demands totaling $2,005,499.97, and Payroll dated July 17, 2025, totaling $436,207.63; and the Demands Register dated August 12, 2025, with commercial demands totaling $2,798,207.08 and Payroll dated July 31, 2025, totaling $415,904.81.

Approved by Housing Authority Board the Demands Register dated July 8, 2025, with commercial demands totaling $11,082.80; the Demands Register dated July 22, 2025, with commercial demands totaling $6,538.00; and the Demands Register dated August 12, 2025, with commercial demands totaling $4,287.01.

Approved by the Successor Agency the Demands Register dated August 12, 2025, with commercial demands totaling $2,803,837.50.

**4.C. Accept the Treasurer's Report - June and July 2025 (Finance) [CC]**- 7:49 PM

Accepted for filing the Treasurer's Report for June and July 2025.

**4.D. Accept the Fire Department Activity Reports - June and July 2025 (Fire) [CC]**- 7:49 PM

Accepted for filing the Fire Department's Activity Reports for June and July 2025.

**4.E. Award Contract to LCR Earthworks & Engineering Corporation for Pavement Rehabilitation at Various Locations for $270,333.95 - CIP 25-125 (Public Works) [CC]**- 7:49 PM

Awarded Contract to LCR Earthwork & Engineering, Corp. for the pavement rehabilitation project at various locations (CIP 25-125) for $270,333.95 as recommended.

**4.F. Award Contract to CT&T Concrete Paving, Inc. for Installation of Sidewalk, Driveway, and Curb & Gutter at Various Locations for $173,656.23 - CIP 25-129 (Public Works) [CC]**- 7:49 PM

Awarded Contract to CT&T Concrete Paving, Inc. for installation of sidewalk, driveway, and curb and gutter at various locations (CIP 25-129) for $173,656.23 as recommended.

**4.G. Award Contract to Doug Martin Contracting Company for Pavement Rehabilitation by Slurry Seal Method at Various Locations for $247,282.53 - CIP 25-126 (Public Works) [CC]**- 7:49 PM

Awarded Contract to Doug Martin Contracting Company for pavement rehabilitation by slurry seal method at various locations (CIP 25-126) for $247,282.53 as recommended.

**4.H. Award Contract to Mike Roquet Construction Inc. for Pavement Rehabilitation by Application of Bio-Based Pavement Preservation Product at Anderson St. and Barton Rd. for Fiscal Year 2025-26 for $233,313.00 - CIP 25-128 (Public Works) [CC]**- 7:49 PM

Awarded Contract to Mike Roquet Construction, Inc. for pavement rehabilitation by application of bio-based pavement preservation product at Anderson St. and Barton Rd. (CIP 25-128) for $233,313.00 as recommended.

**4.I. Approve Contract with Willdan Engineering to Deliver Code Enforcement Program Analysis, Development, Implementation, Training, and Preparation of a Policy and Procedures Manual in an Amount Not to Exceed of $21,00 (Fire) [CC]**- 7:49 PM

Approved contract with Willdan Engineering for Code Enforcement Program Analysis, Development, Implementation, Training, and Preparation of a Policy and Procedures Manual for a not to exceed amount of $21,000 as recommended.

**4.J. Award Contract to Techstrata for Network Hardware Support and Maintenance for $28,254 (Information Systems) [CC]**- 7:49 PM

Approved contract to Techstrata Inc. for network hardware support and maintenance in the amount of $28,254  to June 30, 2026, as recommended.

**4.K. Approve the Purchase of One Skid Steer Loader from Quinn Cat of Riverside, CA for a total of $137,741.67.  (Public Works) [CC]**- 7:49 PM

Approved purchase of one (1) skid steer loader with accessories from Quinn Cat of Riverside, CA for a total of $137,741.67 as recommended.

**4.L. Accept Grant Funding Award of $75,000, Execute Funding Agreement, and Appropriate the Revenue and Expenditure Accounts and Approve a Supplemental Appropriation of $35,000 from General Fund Reserves as Part of the City's Fiscal Year 2025-26 Match for the Preparation of the Community Wildfire Plan (Fire) [CC]**- 7:49 PM

Accepted the $75,000 Inland Empire Resource Conservation District (IERCD) Sub-Grant award, authorized execution of the funding agreement (pending City Attorney review), and approved a $75,000 supplemental appropriations to the Miscellaneous Grant Fund revenues/expenditure accounts as well as  approved a supplemental appropriation in the amount of $35,000 from General Fund reserves to hire a consultant for a Community Wildfire Protection Plan (CWPP) as recommended.

**4.M. Approve Grant Application with the California Department of Justice Tobacco Grant Program for a potential award totaling $21,570 over a two-year fiscal period (Fire) [CC]** - 7:49 PM

Authorized the Loma Linda Fire Department to apply for the California Department of Justice Tobacco Grant Program for potential award total of $21,570, as recommended.

**4.N. Adopt Council Bill #R-2025-31 - A Resolution Amending the City Classification Plan and Salary Schedule to Reclassify the Engineering Technician/GIS Analyst Position to Engineering Technician II/GIS Administrator, to Establish New Classifications for Engineering Technician I, Information Technology Specialist, to update Customer Support Technician to Help Desk Technician; and Approve Supplemental Appropriations of $8,200.00 for the Engineering Technician II/GIS Administrator position and $126,000.00 for the Information Technology Specialist Position (Administration) [CC]**- 7:49 PM

Adopted as recommended Council Bill #R-2025-31 to

**RESOLUTION NO. ~~3269~~ 3270**

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

**4.O. Adopt Council Bill #R-2025-32 - A Resolution to Submit a Grant Application to the Land and Water Conservation Fund to Construct Two Pickleball Courts at Leonard Bailey Park (PW) [CC]**- 7:49 PM

Adopted as recommended Council Bill #R-2025-32 to

**RESOLUTION NO. ~~3270~~ 3269**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, APPROVING THE APPLICATION FOR THE LAND AND WATER CONSERVATION FUND FOR THE CONSTRUCTION OF TWO PICKLEBALL COURTS AT LEONARD BAILEY PARK PROJECT**

**4.P. Approve a Second Amendment to the Agreement with TKE Engineering, Inc. for Consulting Services for City-Related Services (Administration) [CC]**- 7:49 PM

Approved as recommended a second amendment for to the Agreement with TKE Engineering, Inc. as recommended.

**4.Q. Approve the Fifth Amendment to the Agreement with TKE Engineering, Inc. for Consulting Services for the Housing Authority (Administration) [HA]**- 7:49 PM

Approved as recommended a fifth amendment to the Housing Authority Agreement with TKE Engineering, Inc. as recommended with the agreement be retroactive to July 12, 2025, as the Contractor has been providing services since the start of the new fiscal year.

**4.R. Approve the Fourth Amendment to the Agreement with TKE Engineering, Inc. for Consulting Services for Successor Agency (Administration) [SA]**- 7:49 PM

Approved as recommended a fourth amendment to the Successor Agency Agreement with TKE Engineering, Inc. as recommended with the agreement be retroactive to July 12, 2025, as the Contractor has been providing services since the start of the new fiscal year.

**4.S. Supplemental Appropriations in the Amounts of $53,300 from the General Fund Balance, $434,800 from the Major Street Arterial Subprogram Fund Balance, $275,700 from the Traffic Mitigation Fund Balance, $6,800 from the Water Enterprise Fund Balance,**

**and $802,200 from the Water Acquisition Fund Balance for Projects and Items Not Completed or Received by the End of Fiscal Year 2025 (Public Works) [CC]**- 7:49 PM

Authorized and approved the supplemental appropriations as recommended.

**4.T. Accept as Complete the Notice of Completion of the Installation of the Manual Transfer Switches at 3 Water Reservoir Sites for $36,175 Contractor: AP Electrical Service, Inc. (Public Works) [CC]**- 7:49 PM

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

## 5. New Business

**5.A. Presentation on Loma Linda City Parks (City Manager)**- 7:58 PM

City Manager Thaipejr presented a report on the City's parks, noting that Loma Linda has 13 parks, including the 1,689.78-acre South Hills Preserve. He provided an overview of the parks and highlighted completed improvements such as new playground equipment and surfaces, new restrooms, walking tracks, basketball, tennis, and pickleball courts, gazebos, dog parks, baseball and soccer fields, field lighting, exercise equipment along easement trails, public and banner artwork, and restoration of historic structures at Heritage Park. He also outlined several upcoming park improvements.

John Trujillo, Field Superintendent, gave a presentation on future park improvements, highlighting the addition of wellness features such as serenity trails with music speakers, which have significant wellness benefits, kinetic equipment, self-irrigation playground equipment, and LED kinetic playground equipment. Future enhancements also include a butterfly garden where the City has recently purchased 100 milkweed plants, "Art in the Park" interactive educational activities for children, creating themed playgrounds, new interactive and educational play structures, upgraded dog agility equipment, and planting more trees at the parks. He noted that grant opportunities are available to help fund these projects.

Councilmember Spencer-Hwang attended an animal show hosted by the Library. She commended the Librarian for hosting the activity and shared that, after speaking with and surveying parents at the event, many expressed interest in the City adding a splash pad and planting more shade trees near park seating areas.Continued discussion ensued with expressed support pertaining to splash pads at the park(s), but it was also noted that the City would have to investigate further the insurance and liability issues. Another item of discussion as a potential future park improvement was the development of a pedestrian trail connecting Heritage Park to Mission Elementary School. It was noted that the principal of Mission Elementary had expressed concerns about student safety when traveling along California Street to get to school. Finally, Mayor Dupper noted that the City of Highland adopted an anti-camping ordinance and suggested that the City consider reviewing this matter. He stated that with the upcoming World Cup and Olympic Games in the Los Angeles area, homelessness may become an issue that cities should be prepared to respond accordingly.

Amy Jones thanked John Trujillo for his presentation and for the support he has provided to the Community Garden. She expressed support for the butterfly garden and the planting of milkweed, pointing out of an organization that offers grant funding for plant materials for butterfly projects, but

with the condition that pesticides cannot used. She stated that she would forward the information to the City.

## 6. Reports

### 6.A. Reports of Council Members- 8:34 PM

Councilmember Spencer-Hwang commended the new Librarian who put on the animal show event on July 29 that was well attended.

Mayor pro tempore Dailey asked staff to plant trees on Mt. View Ave. between Lawton Ave. and Hinckley St.

### 6.B. Reports Of Officers- 8:37 PM

City Manager Thaipejr announced that he will be on vacation from August 14 to September 1, 2025. He noted that Chief Harker would serve as Acting City Manager; however, he noted that the Chief was currently assigned to a strike team in Big Bear. In his absence, Finance Director Sonia Fabela would serve as Acting City Manager until his return.

## 7. Adjournment

The meeting adjourned at 8:37 pm.

The Minutes were approved at the meeting of September 9, 2025.

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**B. Approve the Demands Registers Dated September 23, and October 14, 2025 (Finance) [CC/HA]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5B. |

| To | From |
|---|---|
| City Council | Sonia Fabela, Finance Director |

## RECOMMENDATION:

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

**Attachments**

CC DR 09-23-25.r.pdf
HA DR 09-23-2025.pdf
CC DR 10-14-2025.pdf
HA DR 10-14-2025.pdf

# CITY OF LOMA LINDA
## VOUCHER LIST
## 09/23/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710450 | 9/4/2025 | 7669 | MANHATTAN TELECOMMUNICATIONS CORPORATION LLC | 0100536236-422-8 | | Phone Cost 8/08-9/07/25 | 1,133.95 |
| **710450 Total** | | | | | | | **1,133.95** |
| 710451 | 9/4/2025 | 7053 | MARLIN BUSINESS BANK | 21877392 | 1260188 | Printer lease agreement FY 25/26 | 3,690.53 |
| **710451 Total** | | | | | | | **3,690.53** |
| 710452 | 9/4/2025 | 4826 | RAMON SAMILEY | 09062025 | | DJ Service for SC Dance on 9/6/25 | 100.00 |
| **710452 Total** | | | | | | | **100.00** |
| 710453 | 9/9/2025 | 5502 | FRONTIER COMMUNICATIONS | 9097964692 Aug 25 | | Phone Cost 08/04-09/03/25 | 114.45 |
| **710453 Total** | | | | | | | **114.45** |
| 710454 | 9/9/2025 | 5502 | FRONTIER COMMUNICATIONS | 9097997651 Aug 25 | | Phone Cost 08/01-08/31/25 | 54.19 |
| **710454 Total** | | | | | | | **54.19** |
| 710455 | 9/9/2025 | 5502 | FRONTIER COMMUNICATIONS | 9094785042 Aug 25 | | Phone Cost 08/04-09/03/25 | 254.35 |
| **710455 Total** | | | | | | | **254.35** |
| 710456 | 9/9/2025 | 5502 | FRONTIER COMMUNICATIONS | 9097998064 Aug 25 | | Phone Cost 8/10-09/09/25 | 58.54 |
| **710456 Total** | | | | | | | **58.54** |
| 710457 | 9/9/2025 | 1245 | SO CALIF EDISON | 700458638878 Aug 25 | | Electricity costs 07/29-08/26/25 | 4,656.69 |
| | | | | 700919945115 Aug 25 | | Electricity Cost 07/02-08/12/25 | 2,275.52 |
| | | | | 700919931169 Aug 25 | | Electricity Cost 7/15-8/28/25 | 268.61 |
| **710457 Total** | | | | | | | **7,200.82** |
| 710458 | 9/11/2025 | 7083 | SELF INSURED SERVICES COMPANY | B0K67N | | Dental Insurance Premium-September 2025 | 4,487.20 |
| **710458 Total** | | | | | | | **4,487.20** |
| 710459 | 9/11/2025 | 1245 | SO CALIF EDISON | 700920432640 Aug 25 | | Electricity Cost 07/01-8/28/25 | 1,782.37 |
| | | | | 700394531780 Aug 25 | | Electricity Cost 7/10-8/28/25 | 3,141.41 |
| | | | | 700396836845 Aug 25 | | Electricity Cost 07/1-8/28/25 | 87,449.72 |
| | | | | 700010396020 Aug 25 | | Electricity Costs 8/04-9/02/25 | 124.95 |
| | | | | 700605303585 Aug 25 | | Electricity Cost 8/01-9/01/25 | 301.13 |
| | | | | 700371011405 Aug 25 | | Electricity Cost 8/04-9/02/25 | 4,940.34 |
| | | | | 700350988278 Aug 25 | | Electricity Costs 8/01-8/31/25 | 7,399.81 |
| | | | | 700920551363 Aug 25 | | Electricity Cost 8/1-8/31/25 | 55.55 |
| | | | | 700917144542 Aug 25 | | Electricity Cost 8/1-9/01/25 | 27.36 |
| | | | | 700620519956 Aug 25 | | Electricity Cost 8/04-9/02/25 | 2,825.46 |

# CITY OF LOMA LINDA
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| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710459 | 45911 | 1245 | SO CALIF EDISON | 700010613157 Aug 25 | | Electricity Cost 08/4-09/02/25 | 112.42 |
| | | | | 700919995433 Aug 25 | | Electricity Cost 7/01-08/27/25 | 1,549.74 |
| | | | | 700920555710 Aug 25 | | Electricity Cost 8/01-8/31/25 | 102.26 |
| | | | | 700411454240 Aug 25 | | Electricity Cost 08/4-09/02/25 | 2,361.86 |
| **710459 Total** | | | | | | | **112,174.38** |
| 710460 | 9/11/2025 | 26 | VERIZON WIRELESS | 6122238861 | | City wide cell phones services 7/29-8/28/25 | 3,293.31 |
| **710460 Total** | | | | | | | **3,293.31** |
| 710461 | 9/11/2025 | 1154 | VISION SERVICE PLAN - CA | 12121787/0001 Sept | | Vision Insurance Premium-September 2025 | 1,016.01 |
| | | | | 12121787/0002 Sept | | Vision Insurance Premium-September 2025 | 71.75 |
| **710461 Total** | | | | | | | **1,087.76** |
| 710462 | 9/18/2025 | 1245 | SO CALIF EDISON | 700044797169 Aug 25 | | Electricity Cost 8/07-9/07/25 | 16,270.75 |
| | | | | 700123951189 Aug 25 | | Electricity Cost 08/6-9/04/25 | 472.98 |
| **710462 Total** | | | | | | | **16,743.73** |
| 710463 | 9/18/2025 | 1261 | THE GAS COMPANY | 10022459001 Aug 25 | | Gas Cost 8/01-9/03/25 | 84.66 |
| | | | | 10232459007 Aug 25 | | Gas Cost 8/1-9/03/25 | 25.09 |
| | | | | 14642464003 Aug 25 | | Gas Cost 7/31-9/02/25 | 58.18 |
| **710463 Total** | | | | | | | **167.93** |
| 710464 | 9/18/2025 | 26 | VERIZON WIRELESS | 6122238862 Aug 25 | | Phone Cost 7/29-8/28/25 | 88.01 |
| **710464 Total** | | | | | | | **88.01** |
| 710465 | 9/23/2025 | 5827 | ADAM HALL'S PLANT NURSERY | 015934 | 1260002 | Star Jasmines | 434.78 |
| | | | | 015935 | 1260002 | Milkweed | 462.19 |
| **710465 Total** | | | | | | | **896.97** |
| 710466 | 9/23/2025 | 7491 | AMERICAN CODEAF ENTERPRISE INC. | 1012-LL | 1260354 | American Sign Language Interpreting Srvs CC 9-9-25 | 500.00 |
| **710466 Total** | | | | | | | **500.00** |
| 710467 | 9/23/2025 | 7665 | AP ELECTRICAL SERVICES | 2024299 | 1260247 | Replace light fixture at 100K Reservoir | 950.00 |
| **710467 Total** | | | | | | | **950.00** |
| 710468 | 9/23/2025 | 5640 | APPLEONE EMPLOYMENT SERVICES | 01-7156138 | 1250658 | Cashier temp 08/26-08/28/2025 | 1,155.60 |
| | | | | 01-7160584 | 1250658 | Cashier temp 09/02-09/04/25 | 1,155.60 |
| **710468 Total** | | | | | | | **2,311.20** |

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## VOUCHER LIST
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| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710469 | 9/23/2025 | 7700 | ARNA ALYSSA GONZALES | rfndCite199125861 | | Refund for overpayment cite 199125861 | 80.00 |
| **710469 Total** | | | | | | | **80.00** |
| 710470 | 9/23/2025 | 1766 | ASCE | 2026 Jarb | 1260350 | 2026 Membership Renewal T. Jarb Thaipejr | 326.00 |
| **710470 Total** | | | | | | | **326.00** |
| 710471 | 9/23/2025 | 7458 | ASCENT AVIATION GROUP INC | M328458 | 1260110 | STA251 Fuel system LNK data | 137.38 |
| | | | | M328457 | 1260102 | Support and cellular service - Sept 2025 | 183.18 |
| **710471 Total** | | | | | | | **320.56** |
| 710472 | 9/23/2025 | 5174 | BRENT BILLINGSLEY | 1530 | 1260012 | Tablets w scale inhibitor | 5,137.54 |
| **710472 Total** | | | | | | | **5,137.54** |
| 710473 | 9/23/2025 | 5390 | CALIFORNIA HIGHWAY ADOPTION CO | 825137 | 1260216 | Maint southside I-10 Fwy ramps @ Mt View Ave Aug | 350.00 |
| | | | | 825138 | 1260216 | Maint of southside I10 Fwy ramp @ Mt View Ave Aug | 900.00 |
| **710473 Total** | | | | | | | **1,250.00** |
| 710474 | 9/23/2025 | 7662 | CAT TRACKING, INC. | 21032 | 1260254 | Traffic cone w stencil | 247.83 |
| **710474 Total** | | | | | | | **247.83** |
| 710475 | 9/23/2025 | 7123 | CHARTER COMMUNICATIONS HOLDINGS, LLC | 231334701090125 | | 2nd Fiber Line Acct#231334701_8.1_8.31 | 3,560.35 |
| | | | | 188776701090725 | 1260238 | City Hall Spectrum/Charter Business TV 9.10_10.10 | 55.79 |
| **710475 Total** | | | | | | | **3,616.14** |
| 710476 | 9/23/2025 | 7460 | CINTAS CORPORATION NO. 3 | 4241626669 | 1260158 | HazMat uniforms & shop towel rentals 8/28/25 | 49.34 |
| | | | | 4242303102 | 1260158 | HazMat uniforms & shop towel rentals 09/04 | 49.34 |
| | | | | 4243084525 | 1260158 | HazMat uniforms & shop towel rentals 9/11/25 | 49.34 |
| **710476 Total** | | | | | | | **148.02** |
| 710477 | 9/23/2025 | 25 | CINTAS CORPORATION NO 2 | 5290099102 | 1260019 | First Aid supplies for CH, PW, & Finance | 440.10 |
| **710477 Total** | | | | | | | **440.10** |
| 710478 | 9/23/2025 | 840 | CITY OF SAN BERNARDINO | 90878-00 Aug 2025 | 1260020 | 1516 Gould St 8/4/25-9/3/25 | 53.08 |
| | | | | 132-00 Aug 2025 | 1260348 | 1415 Richardson St 8/4/25-9/3/25 | 135,290.01 |
| **710478 Total** | | | | | | | **135,343.09** |
| 710479 | 9/23/2025 | 7667 | CMAX COMMERCIAL MAINTENANCE, INC. | 167034 | 1260178 | Street Sweeping Srvs FY 2025-26 Sept 2025 | 11,961.75 |
| **710479 Total** | | | | | | | **11,961.75** |

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|---|---|---|---|---|---|---|---|
| 710480 | 9/23/2025 | 7027 | COLANTUONO, HIGHSMITH & WHATLEY, PC | 66808 | 1260023 | HR legal fees Aug Special Counsel Srvs | 687.00 |
| **710480 Total** | | | | | | | **687.00** |
| 710481 | 9/23/2025 | 2309 | CONSOLIDATED ELECTRIC DIST-SB | 6903-1061017 | 1260024 | Photocells for street light | 289.45 |
| | | | | 6903-1061086 | 1260024 | Electrical wire & wire connectors | 996.86 |
| **710481 Total** | | | | | | | **1,286.31** |
| 710482 | 9/23/2025 | 7560 | CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC. | 0946-1119265 | 1260252 | Residential Mission Bell LED Retro Kit fixtures | 7,603.92 |
| **710482 Total** | | | | | | | **7,603.92** |
| 710483 | 9/23/2025 | 5762 | CORE & MAIN LP | X623549 | 1260027 | McCrometer Lead Time | 1,872.36 |
| | | | | X712989 | 1260027 | Bolt & Clip-2 | 1,578.16 |
| **710483 Total** | | | | | | | **3,450.52** |
| 710484 | 9/23/2025 | 236 | COSTCO WHOLESALE | 478 8 89 128 | 1260025 | Snacks for JPIA & Halloween candy | 449.99 |
| **710484 Total** | | | | | | | **449.99** |
| 710485 | 9/23/2025 | 1173 | COUNTY OF SAN BERNARDINO | 31239 | 1260335 | ITD Radio Access & Maintenance July 2025 | 2,905.21 |
| **710485 Total** | | | | | | | **2,905.21** |
| 710486 | 9/23/2025 | 5673 | CR&R | AUG 2025 | | Refuse payments collected Aug 2025 | 156,836.00 |
| **710486 Total** | | | | | | | **156,836.00** |
| 710487 | 9/23/2025 | 7591 | CRICKET SCADA LLC | 1716 | 1260028 | Service for RTP Communication | 540.00 |
| | | | | 1715 | 1260028 | 1.6 MG Reservoir service | 405.00 |
| | | | | 1708 | 1260028 | RTP IO Testing | 540.00 |
| **710487 Total** | | | | | | | **1,485.00** |
| 710488 | 9/23/2025 | 7584 | CSG CONSULTANTS, INC | 62831 | 1250513 | MDA-2024-0025 Nursing School 7.26_8.29 | 21,561.50 |
| **710488 Total** | | | | | | | **21,561.50** |
| 710489 | 9/23/2025 | 7366 | DENNIS GRUBB & ASSOCIATES | 002-35565 | 1260118 | Fire Prevention Plan Check srvcs August 2025 | 6,280.00 |
| | | | | 00235665 | 1260341 | Animal control on-call services as needed 7/2025 | 3,987.75 |
| | | | | 00235666 | 1260346 | Code Enforcement officer srvcs as needed 07/2025 | 1,790.00 |
| **710489 Total** | | | | | | | **12,057.75** |
| 710490 | 9/23/2025 | 3035 | DOUGLAS L. GOODMAN | 6063 | 1260332 | Engineering/Survey Services CIP 23-119 (Design) | 20,000.00 |
| **710490 Total** | | | | | | | **20,000.00** |
| 710491 | 9/23/2025 | 7699 | EAGLE AERIAL PHOTOGRAPHY, INC | 20819 | 1260356 | Waterview Software Subscription | 28,045.00 |
| **710491 Total** | | | | | | | **28,045.00** |

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|---|---|---|---|---|---|---|---|
| 710492 | 9/23/2025 | 1256 | ELROD FENCE CO., INC. | 21612 | 1260032 | Materials & labor for tennis courts | 1,495.00 |
| | | | | 21613 | 1260032 | Chain link fence w top rail & barb wire | 1,785.00 |
| **710492 Total** | | | | | | | **3,280.00** |
| 710493 | 9/23/2025 | 1302 | ESRI, INC. | 900090217 | 1260327 | ESRI Training Pass per Day | 7,070.00 |
| **710493 Total** | | | | | | | **7,070.00** |
| 710494 | 9/23/2025 | 325 | EWING IRRIGATION PRODUCTS | 27329021 | 1260124 | Shovels, leaf rake, staking flags, & wood handle | 205.70 |
| **710494 Total** | | | | | | | **205.70** |
| 710495 | 9/23/2025 | 7179 | EXPEDITION COMMUNICATIONS, LLC | 209835 | 1260343 | First responder OneWeb Satellite Internet | 3,420.00 |
| **710495 Total** | | | | | | | **3,420.00** |
| 710496 | 9/23/2025 | 1521 | FACILITIES PROTECTION SYSTEMS | 93380 | 1260097 | Library Elevator Inspection | 475.00 |
| **710496 Total** | | | | | | | **475.00** |
| 710497 | 9/23/2025 | 331 | FAIRVIEW FORD SALES, INC. | 206570 | 1260034 | Tailgate Trim | 106.67 |
| | | | | 206571 | 1260034 | Tailgate Trim | 41.53 |
| | | | | 208740 | 1260034 | Power steering fluid | 22.40 |
| | | | | 209316 | 1260034 | Power steering cap on D1800 | 22.39 |
| | | | | 210106 | 1260034 | Gaskets & filter | 97.46 |
| **710497 Total** | | | | | | | **290.45** |
| 710498 | 9/23/2025 | 3197 | KALMIKOV ENTERPRISES, INC | 0105W21509 | 1260036 | Leaking brake chamber repair for ME252 | 701.74 |
| | | | | 0102W21531.02 | 1260336 | Exhaust system- Turbocharger repair MT251 | 15,725.53 |
| | | | | 0102W21578.02 | 1260036 | Coolant leak repair ME252 2017 Spartan Pumper | 2,131.86 |
| **710498 Total** | | | | | | | **18,559.13** |
| 710499 | 9/23/2025 | 5256 | FLYERS ENERGY, LLC | 25-461711 | 1260038 | Diesel delivery for PW 9/4/25 | 1,549.41 |
| | | | | 25-465630 | 1260038 | Fuel delivery for CY 9/12 | 3,074.18 |
| | | | | 25-465631 | 1260038 | Diesel delivery on 9/12 | 2,627.75 |
| | | | | 25-465632 | 1260038 | Fire Dept Fuel 9/12/2025. | 1,130.92 |
| **710499 Total** | | | | | | | **8,382.26** |
| 710500 | 9/23/2025 | 7286 | GENUINE PARTS COMPANY | 166663 | 1260126 | Battery for core deposit | 178.06 |
| **710500 Total** | | | | | | | **178.06** |
| 710501 | 9/23/2025 | 7649 | GO CAR WASH MANAGEMENT CORP | INV3316 | 1260163 | Carwash monthly membership fire 08/2025 | 132.00 |
| **710501 Total** | | | | | | | **132.00** |

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|---|---|---|---|---|---|---|---|
| 710502 | 9/23/2025 | 5458 | HIRSCH PIPE & SUPPLY | 1405853 | 1260044 | Seat & spring set & cartridge for CC RR | 92.55 |
| **710502 Total** | | | | | | | **92.55** |
| 710503 | 9/23/2025 | 439 | HOSE MAN, INC. | 00103199 | 1260337 | Hose assembly & steel locking | 393.24 |
| **710503 Total** | | | | | | | **393.24** |
| 710504 | 9/23/2025 | 7240 | HPS WEST, INC | IN0004209 | 1260352 | 3"" Register, housing & shroud | 113.98 |
| **710504 Total** | | | | | | | **113.98** |
| 710505 | 9/23/2025 | 7625 | INFINITY TECHNOLOGIES | 4212 | | Infinity Technologies on-site and remote service | 8,281.14 |
| **710505 Total** | | | | | | | **8,281.14** |
| 710506 | 9/23/2025 | 3400 | INFOSEND, INC. | 294144 | 1260322 | Aug 2025 Utility bill printing & mailing | 2,081.33 |
| **710506 Total** | | | | | | | **2,081.33** |
| 710507 | 9/23/2025 | 7545 | INLAND EMPIRE PLUMBING INC | INV1573 | 1260309 | Install new septic tank @Hulda Crooks Park | 17,545.38 |
| **710507 Total** | | | | | | | **17,545.38** |
| 710508 | 9/23/2025 | 4890 | JOLYNN LINDE | 15 | 1260177 | Underground main pipe @ #27 | 1,800.00 |
| **710508 Total** | | | | | | | **1,800.00** |
| 710509 | 9/23/2025 | 503 | JON'S FLAGS & POLES | F91875 | 1260051 | Flag order | 48.94 |
| **710509 Total** | | | | | | | **48.94** |
| 710510 | 9/23/2025 | 7496 | JOSEPH DE LA CRUZ | 051925 | | DI Exam prep & cert | 249.99 |
| **710510 Total** | | | | | | | **249.99** |
| 710511 | 9/23/2025 | 5548 | JTS MOTORCARS, INC. | 2025 Q1 | | 2025 Q1 Sales Tax Incentive Agreement | 18,982.45 |
| **710511 Total** | | | | | | | **18,982.45** |
| 710512 | 9/23/2025 | 5375 | LEVEL 3 COMMUNICATIONS, LLC | 752215788 | | VoiP service 09/01-09/31/2025 | 506.10 |
| **710512 Total** | | | | | | | **506.10** |
| 710513 | 9/23/2025 | 557 | LIFE ASSIST, INC. | 1636692 | 1260362 | Various medical supplies | 4,546.30 |
| **710513 Total** | | | | | | | **4,546.30** |
| 710514 | 9/23/2025 | 2045 | LOMA LINDA HEATING & AIR CONDITIONING, INC. | 19380503 | 1260198 | HVAC Maint at MDF Site 26507 Lawrence Q1 | 79.88 |
| | | | | 19380375 | 1260201 | HVAC Maint for Heritage Park #A Q1 | 81.09 |
| | | | | 19380247 | 1260201 | HVAC Maint for Heritage Park Ste B Q1 | 162.17 |
| | | | | 19395997 | 1260220 | Annual HVAC Svc Fire Station 1 Q1 | 688.36 |
| **710514 Total** | | | | | | | **1,011.50** |

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|---|---|---|---|---|---|---|---|
| 710515 | 9/23/2025 | 6242 | LOMA LINDA UNIVERSITY | CY 2024 | | CY 2024 Staffing Supp Police Agrmnt-sales tax cred | 1,411,929.00 |
| **710515 Total** | | | | | | | **1,411,929.00** |
| 710516 | 9/23/2025 | 1733 | LOWE'S COMPANIES, INC. | 82938 | 1260129 | Surge protector power strip | 39.76 |
| | | | | 85015 | 1260129 | Electrical box extender & cover | 40.16 |
| | | | | 85397 | 1260129 | Glass cleaner, bug spray & fogger | 58.78 |
| **710516 Total** | | | | | | | **138.70** |
| 710517 | 9/23/2025 | 7445 | LUIS A CALDERON | LCE-PK07092025R02 | 1250687 | Engineering Svcs- emergency generators @ wells/res | 3,244.50 |
| **710517 Total** | | | | | | | **3,244.50** |
| 710518 | 9/23/2025 | 3855 | LYNN A. HIRTZ | 320459 | 1260096 | Pipes, starter, knob, muffler, throttle, & trimmer | 615.38 |
| **710518 Total** | | | | | | | **615.38** |
| 710519 | 9/23/2025 | 2875 | LYNN MERRILL & ASSOCIATES, INC. | FY26-2 Aug 2025 | 1260293 | FY 2026 Consulting fees for NPDES Aug 2025 | 172.67 |
| **710519 Total** | | | | | | | **172.67** |
| 710520 | 9/23/2025 | 1566 | MALLORY SAFETY & SUPPLY, LLC | 6248932 | 1260349 | Earplugs, Gloves & Coveralls | 1,130.40 |
| **710520 Total** | | | | | | | **1,130.40** |
| 710521 | 9/23/2025 | 7669 | MANHATTAN TELECOMMUNICATIONS CORPORATION LLC | 0100536236-426-8 | | Phone Cost September 2025 | 1,161.93 |
| **710521 Total** | | | | | | | **1,161.93** |
| 710522 | 9/23/2025 | 5254 | MANSFIELD OIL COMPANY OF GAINESVILL, INC. | 2025 Q1 | | 2025 Q1 Sales Tax Incentive Agreement | 604,007.25 |
| | | | | 2025 Q2 | | 2025 Q2 Sales Tax Incentive Agreement | 604,452.75 |
| **710522 Total** | | | | | | | **1,208,460.00** |
| 710523 | 9/23/2025 | 7621 | MAR/WEL LLC | 12551 | 1260131 | Repair of rolling gate chain brackets | 430.00 |
| **710523 Total** | | | | | | | **430.00** |
| 710524 | 9/23/2025 | 3172 | MCC EQUIPMENT RENTALS, INC. | LL 005 | 1260259 | 40 Tons of base | 898.64 |
| **710524 Total** | | | | | | | **898.64** |
| 710525 | 9/23/2025 | 606 | MCCALL'S METER SALES & SVC | 37870 | 1260351 | Battery 3.6V Lithium for meter S/N 964331-04 | 326.81 |
| **710525 Total** | | | | | | | **326.81** |
| 710526 | 9/23/2025 | 4919 | MELANIE DORAN TRAXLER | PO 1250710 Inv 2 | 1250710 | Ongoing Pln Consultant svcs PDR-2025-0015 | 320.00 |
| | | | | PO 1260306 Inv 1 | 1260306 | On-call Pln Svcs Groves_Univ Village | 4,480.00 |
| **710526 Total** | | | | | | | **4,800.00** |

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|---|---|---|---|---|---|---|---|
| 710527 | 9/23/2025 | 7706 | MYUNG KI AND LORRIE Y HONG TRUST | 27135 | | Refund overpayment closed acct #993767765 | 672.24 |
| **710527 Total** | | | | | | | **672.24** |
| 710528 | 9/23/2025 | 5229 | NICHOLAS HERNANDEZ | WldlandBoot9-10-25NH | | Wildland boot reimbursement | 150.00 |
| **710528 Total** | | | | | | | **150.00** |
| 710529 | 9/23/2025 | 7703 | NIMIT NAMSANG | 993767952 | | 993767952 25452 HURON FINAL BILL | 53.29 |
| **710529 Total** | | | | | | | **53.29** |
| 710530 | 9/23/2025 | 7193 | O'REILLY AUTO ENTERPRISES, LLC | 6160-276989 | 1260140 | Front brake pads | 59.25 |
| **710530 Total** | | | | | | | **59.25** |
| 710531 | 9/23/2025 | 7088 | OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, | 88021521 | 1260060 | Employee Physical for C Wright | 48.00 |
| **710531 Total** | | | | | | | **48.00** |
| 710532 | 9/23/2025 | 7282 | ORKIN SERVICES OF CALIFORNIA, INC. | 282598004 | 1260195 | Pest control services for the CY Sept | 106.00 |
| | | | | 282598009 | 1260196 | Pest control for Civic Center & Library Sept | 178.00 |
| | | | | 282598231 | 1260194 | Pest control svcs for Sr Center Sept | 80.00 |
| **710532 Total** | | | | | | | **364.00** |
| 710533 | 9/23/2025 | 7287 | PAYMENTUS CORPORATION | INV-15-168378 | 1260321 | Aug 2025 IVR Payment Processing | 1,454.17 |
| **710533 Total** | | | | | | | **1,454.17** |
| 710534 | 9/23/2025 | 7704 | PILLALAMARRI, LAKSHMI | 993765902 | | 993765902 11441 BANGOR FINAL BILL | 6.45 |
| **710534 Total** | | | | | | | **6.45** |
| 710535 | 9/23/2025 | 5772 | QUINN COMPANY | PCA00514287 | 1260067 | Filter & cat key | 78.60 |
| **710535 Total** | | | | | | | **78.60** |
| 710536 | 9/23/2025 | 7440 | ROADSAFE TRAFFIC SYSTEMS, INC. | 249369 | 1260075 | Traffic Signs & Custom Garden Sign | 1,002.64 |
| | | | | 249368 | 1260075 | Reflective cones & Street Stencil | 2,290.00 |
| **710536 Total** | | | | | | | **3,292.64** |
| 710537 | 9/23/2025 | 266 | ROBBINS & HOLDAWAY | August 2025 Invoice | 1260074 | August Legal Services | 9,200.00 |
| **710537 Total** | | | | | | | **9,200.00** |
| 710538 | 9/23/2025 | 857 | S.B. CO OFC AUDITOR/CONTR | AUG 2025 | | Parking citation collections Aug 2025 | 1,121.00 |
| **710538 Total** | | | | | | | **1,121.00** |

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|---|---|---|---|---|---|---|---|
| 710539 | 9/23/2025 | 4067 | SAN BERNARDINO COUNTY FIRE PREVENTION OFFICER'S | TIngallsFY25-26 | 1260331 | Annual membership dues for FM Ingalls | 20.00 |
| | | | | RJansenFY25-26 | 1260331 | Annual membership dues for FI R. Jansen | 20.00 |
| **710539 Total** | | | | | | | **40.00** |
| 710540 | 9/23/2025 | 876 | SAN BERNARDINO MUNICIPAL WATER | AUG 2025 | | SB Sewer payments collected Aug 2025 | 299,684.66 |
| **710540 Total** | | | | | | | **299,684.66** |
| 710541 | 9/23/2025 | 6137 | SILVERSTRAND TECHNOLOGIES, INC. | 170990 | 1260104 | RTP & Corp Yard Security Alarm Monitoring Sept | 49.98 |
| **710541 Total** | | | | | | | **49.98** |
| 710542 | 9/23/2025 | 451 | SITEONE LANDSCAPE SUPPLY, LLC | 158158683-001 | 1260132 | Rain bird 1800 Xeri-Cap Retro Kit | 99.83 |
| | | | | 158024332-001 | 1260132 | Oil bought to refill gas cannister for equip | 27.86 |
| | | | | 158296362-001 | 1260132 | Tubing & Rain birds | 121.92 |
| | | | | 158276744-001 | 1260132 | PVC Pipe, glue, & fittings | 54.67 |
| **710542 Total** | | | | | | | **304.28** |
| 710543 | 9/23/2025 | 865 | SN BERNARDINO CO SHERIFF DEPT | 36829 | 1260141 | Sheriff Services - September 2025 | 584,958.00 |
| | | | | 36731 | 1250210 | Sheriff Services Q4 FY2025-General Svcs. & OT | 89,471.99 |
| | | | | 36841 | | Sheriff Services Q4 FY25-Office Specialist Credit | (12,043.09) |
| **710543 Total** | | | | | | | **662,386.90** |
| 710544 | 9/23/2025 | 5849 | ST FRANCIS ELECTRIC, LLC | 220353108 | 1260189 | Misc Traffic Signal Repairs Aug 2025 | 6,499.62 |
| | | | | 220353107 | 1260190 | Annual Traffic Signal Maint. Contract Aug 2025 | 1,800.40 |
| | | | | 220353112 | 1260355 | Loops & batteries @ Mt View & Redlands | 6,127.17 |
| | | | | 220353113 | 1260355 | Loops & batteries @ Mt View & Prospect | 7,676.47 |
| | | | | 220353111 | 1260355 | Loops & batteries @ Mt View & Redlands | 2,667.36 |
| | | | | 220353110 | 1260355 | Loops & batteries @ Barton & LL | 5,756.91 |
| | | | | 220353109 | 1260355 | Loops & batteries @ Anderson & Redlands | 3,023.36 |
| **710544 Total** | | | | | | | **33,551.29** |
| 710545 | 9/23/2025 | 1356 | STAPLES BUSINESS ADVANTAGE | 6041046962 | 1260081 | copy paper | 57.09 |
| | | | | 6041046957 | 1260081 | File folders, post its, crt tape, 11x17 paper | 136.45 |
| **710545 Total** | | | | | | | **193.54** |
| 710546 | 9/23/2025 | 6003 | VEOLIA WTS SERVICES USA, INC. | 903433542 | 1260223 | Deionized water tank rental fee Sept 2025 STA251 | 91.70 |
| **710546 Total** | | | | | | | **91.70** |
| 710547 | 9/23/2025 | 7413 | SYNOPTEK, LLC | Credit Memo 9106971 | 1260245 | Synoptek SOC/ITaaS FY25/26_CM Server Decom | (42.80) |
| | | | | 1268641 | 1260245 | Synoptek SOC/ITaaS FY25/26_SEP 25 | 18,837.45 |
| | | | | 1268800 | | Deploy Hybrid Cloud AD | 300.00 |
| **710547 Total** | | | | | | | **19,094.65** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 09/23/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710548 | 9/23/2025 | 237 | THE COUNSELING TEAM, INC. | INV106143 | 1260284 | Employee support services Sept 2025 | 800.00 |
| **710548 Total** | | | | | | | **800.00** |
| 710549 | 9/23/2025 | 7199 | THE LLOYD PEST CONTROL CO, INC. | 8969646 | 1260212 | Gopher control services for Civic Center Aug | 150.00 |
| | | | | 8950202 | 1260212 | Gopher control services for Civic Center Aug | 150.00 |
| | | | | 8951045 | 1260213 | Gopher control svcs for Bailey Pk Aug | 108.00 |
| | | | | 8969765 | 1260213 | Gopher control svcs for Bailey Pk Aug | 108.00 |
| | | | | 8944556 | 1260213 | Gopher control svcs for Bryn Mawr Pk Aug | 100.00 |
| | | | | 8960738 | 1260213 | Gopher control svcs for Bryn Mawr Aug | 100.00 |
| | | | | 8944555 | 1260213 | Gopher control svcs for BB Fields Aug | 150.00 |
| | | | | 8958036 | 1260213 | Gopher control svcs for BB Fields | 150.00 |
| | | | | 8951031 | 1260213 | Gopher control svcs for Elmer Digneo Aug | 100.00 |
| | | | | 8968600 | 1260213 | Gopher control svcs for Elmer Digneo Aug | 100.00 |
| | | | | 8943769 | 1260213 | Gopher control svcs for Hulda Crooks Aug | 163.00 |
| | | | | 8958035 | 1260213 | Gopher control svcs for Hulda Crooks Aug | 163.00 |
| **710549 Total** | | | | | | | **1,542.00** |
| 710550 | 9/23/2025 | 7447 | TITAN TIRE RECYCLING INC. | 287251 | 1260345 | Tire recycling for Fleet Shop | 353.25 |
| **710550 Total** | | | | | | | **353.25** |
| 710551 | 9/23/2025 | 1854 | UNDERGROUND SERVICE ALERT OF | 25-260518 | 1260164 | Dig Alert State Regulatory Fee Aug 2025 | 36.65 |
| | | | | 820250164 | 1260192 | Dig Alert Tickets Aug 2025 | 104.00 |
| **710551 Total** | | | | | | | **140.65** |
| 710552 | 9/23/2025 | 4030 | US TRONICS | M-12267AU25 | 1260318 | Satellite phone service August 2025 | 209.85 |
| **710552 Total** | | | | | | | **209.85** |
| 710553 | 9/23/2025 | 5500 | WEST COAST ARBORISTS, INC. | 233095 | 1260187 | Tree maint @ Edison Easement Clearance Pruning | 14,880.00 |
| | | | | 233340 | 1260187 | Pruning @ 25500 Black Prospect | 712.00 |
| **710553 Total** | | | | | | | **15,592.00** |
| 710554 | 9/23/2025 | 7216 | WEST COAST COMMERCIAL AIR GOLDEN STATE COMPRESSORS | 2785 | 1260329 | Repair leak of Fleet Shop compressor | 1,200.49 |
| **710554 Total** | | | | | | | **1,200.49** |
| **Grand Total** | | | | | | | **$ 4,353,234.96** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 09/23/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | AMOUNT |
|---|---|---|---|---|---|---|---|
| | | | | | | Total Checks (Total from previous page): | $4,353,234.96 |
| | | | | | | **Grand Total =** | **$4,353,234.96** |

PAYROLL: 9/10/2025 $54,079.95
PAYROLL: 9/11/2025 $589,866.86

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check 710450 through 710554 for a total disbursement of $4,353,234.96 and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

Anna Briones , Finance Manager

For: **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 October 14, 2025 and the City Treasurer is to pay except as noted.

**Phillip Dupper, Mayor**

# CITY OF LOMA LINDA
## VOUCHER LIST
## HOUSING AUTHORITY
## 09/23/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 3068 | 9/4/2025 | 7669 | MANHATTAN TELECOMMUNICATIONS CORPORATION LLC | 0100536236-422-8 HA | | Phone Costs HA 8/8-09/07/25 | 9.61 |
| **3068 Total** | | | | | | | **9.61** |
| 3069 | 9/4/2025 | 7053 | MARLIN BUSINESS BANK | 21877392 HA | | Printer lease agreement FY 25/26 HA | 31.26 |
| **3069 Total** | | | | | | | **31.26** |
| 3070 | 9/23/2025 | 4547 | ACSC | CHO121588225-2025-26 | 1260359 | HA Insurance Renewal 25438 Sonora Lp - S Leal | 1,649.00 |
| **3070 Total** | | | | | | | **1,649.00** |
| 3071 | 9/23/2025 | 7123 | CHARTER COMMUNICATIONS HOLDINGS, LLC | 231334701090125 HA | | 2nd Fiber Line Acct#231334701_8.1_8.31 HA | 30.16 |
| **3071 Total** | | | | | | | **30.16** |
| 3072 | 9/23/2025 | 5375 | LEVEL 3 COMMUNICATIONS, LLC | 752215788 HA | | VoiP service 9.1-9.30.25 HA | 4.29 |
| **3072 Total** | | | | | | | **4.29** |
| 3073 | 9/23/2025 | 266 | ROBBINS & HOLDAWAY | August 2025 HA Inv | 1260074 | Legal services _ Housing Authority | 590.00 |
| **3073 Total** | | | | | | | **590.00** |
| 3074 | 9/23/2025 | 7413 | SYNOPTEK, LLC | 1268641 HA | 1260245 | Synoptek SOC/ITaaS FY25/26 | 159.58 |
| **3074 Total** | | | | | | | **159.58** |
| 3075 | 9/23/2025 | 5456 | THE STRICKLER ASSOCIATION | LL1031 | 1260347 | Housing Consultant Srvs July - Aug 2025 | 2,420.00 |
| **3075 Total** | | | | | | | **2,420.00** |
| **Grand Total** | | | | | | | **$ 4,893.90** |

# CITY OF LOMA LINDA

## VOUCHER LIST

## HOUSING AUTHORITY

## 9/23/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | AMOUNT |
|---|---|---|---|---|---|---|---|
| | | | | | | Total Checks ( Total from previous page): | $4,893.90 |
| | | | | | | **Grand Total=** | **$4,893.90** |

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 3068 through 3075 for a total disbursement of $4,893.90 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 October 14, 2025 and the City Treasurer is hereby directed to pay except as noted

**Phillip Dupper, Mayor**

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710555 | 9/23/2025 | 1245 | SO CALIF EDISON | 700162747250 Aug 25 | | Electricity Cost 8/6-9/04/25 | 1,118.89 |
| | | | | 700919913385 Aug 25 | | Electricity Cost 8/13-9/11/25 | 82.48 |
| | | | | 700920012106 Aug 25 | | Electricity Cost 8/13/25-9/11/25 | 34.74 |
| | | | | 700228421001 Aug 25 | | Electricity Cost 8/13-9/11/25 | 201.57 |
| | | | | 700919909648 Aug 25 | | Electricity Cost 8/06-09/11/25 | 469.57 |
| | | | | 700921912191 Aug 25 | | Electricity Cost 8/13/25-9/11/25 | 156.54 |
| | | | | 700920661497 Aug 25 | | Electricity Cost 8/04-9/11/25 | 3,910.16 |
| **710555 Total** | | | | | | | **5,973.95** |
| 710556 | 9/23/2025 | 1261 | THE GAS COMPANY | 06872460008 Aug 25 | | Gas Cost 8/01-9/03/25 | 67.00 |
| **710556 Total** | | | | | | | **67.00** |
| 710557 | 9/23/2025 | 3628 | U.S. BANK CORPORATE PYMNT SYS | 08222025MAtchison | | PPE & PPE return, DEF for fire apparatus | 277.35 |
| | | | | 08222025NAlvizar | | Recording fee, Gym annual fee, Canva, Mtg treats | 1,630.30 |
| | | | | 08222025 HReed | | Adobe Pro Subscription | 239.88 |
| | | | | 082225LMatarrita | | Planning Comm Workshop_Karpenko/LM | 150.00 |
| | | | | 08222025 JLoeffert | | Specs PW SC Platter, Plans, Scribe, & Refund shirt | 500.09 |
| | | | | 08222025 BBolger | | Valve, lumber, pumps, & car wash | 1,131.11 |
| | | | | 08222025 VPuentes | | Trailer hitches & engine rebuild | 375.22 |
| | | | | 08222025 JTrujillo | | Art supplies for Community Garden | 261.91 |
| | | | | 08222025 EAguilar | | Safety gloves & training | 676.00 |
| | | | | 08222025 VGomez | | Message board for hiking trail | 960.00 |
| | | | | 08222025 MMosqueda | | Basin, frame grate, & seminar @ CH | 3,562.35 |
| | | | | 08222025 MCruz | | Collections system maintenance grade 1-4 class | 550.00 |
| | | | | 08222025 DHarker | | Survey monkey, lodging & fuel for Gold Fire Assign | 1,373.82 |
| | | | | 082225KMacGavin | | Dept Wrk stations, cert rnwl, IT Laps & Cables | 8,529.63 |
| | | | | 082225LArreola | | CC Meals for 8-12-25 Mtg/Reg Fee/CMPC Cert Program | 1,664.35 |
| | | | | 08222025TIngalls | | Int'l Code Council Subcs. and one time carwash | 198.00 |
| | | | | 08222025JGillette | | Vet srvc, Incident lodging, interview panel lunch | 1,527.84 |
| | | | | 08222025KCrecelius | | Rotary saw blade, cooking pans for STA251 & 252 | 387.75 |
| | | | | 08222025MCross | | Household station suppl & Apparatus washing suppl | 851.39 |
| | | | | 08222025NBoucher | | Pet food & supplements, canvas cover, wtr filters | 1,095.38 |
| | | | | 08222025 choward | | Employee shirts, Employee shirts return, Aug-25 | 54.14 |
| | | | | 08222025BNielsen | | K9 Stella pet insurance | 80.25 |
| | | | | 072225SFabela | | Office Supplies and Small Equipment | 138.96 |
| **710557 Total** | | | | | | | **26,215.72** |
| 710559 | 9/30/2025 | 7638 | REGIONAL GOVERNMENT SERVICES | 18709 | 1260367 | Develop Econ. Dev. Trade Show Marketing Material | 596.30 |
| | | | | 18710 | 1260367 | Develop Econ. Dev. Trade Show Marketing Material | 1,416.20 |
| **710559 Total** | | | | | | | **2,012.50** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710560 | 10/1/2025 | 7474 | REYNALDO FERNANDEZ | 10042025 | | DJ service for the Senior Center Dance, on 10/04/2 | 100.00 |
| **710560 Total** | | | | | | | **100.00** |
| 710561 | 10/1/2025 | 3294 | US POSTAL SERVICE | 09302025 | | Postage meter acct #47718562 | 1,000.00 |
| **710561 Total** | | | | | | | **1,000.00** |
| 710562 | 10/2/2025 | 1730 | AFLAC | 326345 | | AFLAC Insurance Premium-September 2025 | 1,685.77 |
| **710562 Total** | | | | | | | **1,685.77** |
| 710563 | 10/2/2025 | 4197 | C.A.P.F. | ID0326786 | | Long Term Disability-October 2025 | 796.50 |
| **710563 Total** | | | | | | | **796.50** |
| 710564 | 10/2/2025 | 7083 | SELF INSURED SERVICES COMPANY | 17504 | | Life & Disability Insurance Premium-September 2025 | 4,264.15 |
| | | | | 17504-LIFE | | Life Insurance Premium-September 2025 | 592.99 |
| **710564 Total** | | | | | | | **4,857.14** |
| 710565 | 10/2/2025 | 7083 | SELF INSURED SERVICES COMPANY | B0K9C2 | | Dental Insurance Premium-October 2025 | 4,695.30 |
| **710565 Total** | | | | | | | **4,695.30** |
| 710566 | 10/2/2025 | 1245 | SO CALIF EDISON | 700919945115 Sept 25 | | Electricity Cost 8/04-9/11/25 | 2,517.00 |
| **710566 Total** | | | | | | | **2,517.00** |
| 710567 | 10/8/2025 | 7713 | TONY JUSTO | JustoRefund092025 | | FTB intercept wrng prsn 166128784, 166128822, 60 | 324.00 |
| **710567 Total** | | | | | | | **324.00** |
| 710568 | 10/14/2025 | 4229 | A & I REPROGRAPHICS | CN00044081 | 1260001 | Printing plans & specs for CIP 25-516 | 199.59 |
| | | | | CN00044087 | 1260001 | Corrected plans & specs CIP 25-516 | 259.89 |
| | | | | CN00044080 | 1260001 | Printing Services for CIP 23-119 | 211.21 |
| **710568 Total** | | | | | | | **670.69** |
| 710569 | 10/14/2025 | 29 | AGUA MANSA PROPERTIES, INC. | 72040 | 1260006 | Concrete for yard | 320.00 |
| | | | | 72022 | 1260006 | Concrete for yard | 320.00 |
| | | | | 72499 | 1260006 | Concrete for yard | 320.00 |
| **710569 Total** | | | | | | | **960.00** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710570 | 10/14/2025 | 1984 | ALLSTAR FIRE EQUIP. CO., INC. | 267108 | 1260360 | (2) Turnout sets | 8,809.64 |
| **710570 Total** | | | | | | | **8,809.64** |
| 710571 | 10/14/2025 | 4554 | ALTERNATIVE HOSE, INC. | 6125180 | 1260008 | Hose replacement for hose reel on DI995 | 620.45 |
| **710571 Total** | | | | | | | **620.45** |
| 710572 | 10/14/2025 | 3867 | AMTECH ELEVATOR SERVICE | 151402093531 | 1260003 | Library Elevator Annual Maint. FY 2026 2nd Qtr | 914.43 |
| | | | | DVB17193001 | 1260250 | Perform testing for annual preliminary for #150126 | 2,450.00 |
| **710572 Total** | | | | | | | **3,364.43** |
| 710573 | 10/14/2025 | 7709 | ANDREW GIBBONS T | 993763823 | | Refund overpayment closed acct #993763823 | 58.81 |
| **710573 Total** | | | | | | | **58.81** |
| 710574 | 10/14/2025 | 7692 | ANTONIO ROJAS | Rojas D1 Test | | Reimburse Distribution 1 Test - A. Rojas | 30.00 |
| **710574 Total** | | | | | | | **30.00** |
| 710575 | 10/14/2025 | 7665 | AP ELECTRICAL SERVICES | 2024317 | 1260365 | Disconnect/remove existing electrical boxes | 2,000.00 |
| | | | | 2024320 | 1260369 | Retrofit lighting for Water Dept Bldg A & B | 4,350.00 |
| **710575 Total** | | | | | | | **6,350.00** |
| 710576 | 10/14/2025 | 5640 | APPLEONE EMPLOYMENT SERVICES | 01-7164037 | 1250658 | CASHIERING TEMP 09/08-09/11/2025 | 1,540.80 |
| **710576 Total** | | | | | | | **1,540.80** |
| 710577 | 10/14/2025 | 7458 | ASCENT AVIATION GROUP INC | M329856 | 1260102 | Support & cellular service - CY Fuel Link Oct 2025 | 183.18 |
| | | | | M329857 | 1260110 | STA251 Fuel system LNK data | 137.38 |
| **710577 Total** | | | | | | | **320.56** |
| 710578 | 10/14/2025 | 3833 | ATKINSON, ANDELSON, LOYA, RUUD, & ROMO | 757909 | 1260011 | HR Legal fees for July | 21,144.38 |
| **710578 Total** | | | | | | | **21,144.38** |
| 710579 | 10/14/2025 | 7710 | BARBARA DANIELS | 993767737 | | Refund overpayment closed acct #993767737 | 34.24 |
| **710579 Total** | | | | | | | **34.24** |
| 710580 | 10/14/2025 | 7668 | BASE HILL, INC. | 26375 | 1260183 | Community Room Cleaning for Sept 2025 | 2,250.00 |
| | | | | 26374 | 1260175 | Janitorial Svcs for City bldgs & Cole House Sept | 11,418.07 |
| **710580 Total** | | | | | | | **13,668.07** |
| 710581 | 10/14/2025 | 1400 | BOOT BARN 4 SAN BERNARDINO | INV00525358 | 1260014 | Uniform for J Juarez | 293.58 |
| | | | | INV00525355 | 1260014 | Uniform Boots & Pants for V. Gomez | 176.13 |
| | | | | INV00525368 | 1260014 | Uniform Boots & Pants for J. Ayala | 308.24 |
| | | | | INV00525362 | 1260014 | Uniform Boots & Pants for J Cardoza | 73.39 |
| **710581 Total** | | | | | | | **851.34** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710582 | 10/14/2025 | 5174 | BRENT BILLINGSLEY | 1536 | 1260012 | Irrigation part | 262.05 |
| **710582 Total** | | | | | | | **262.05** |
| 710583 | 10/14/2025 | 4397 | C.P. PRODUCTS INC. | AR005962 | 1260018 | Trash bags, paper & sanitation products for parks | 2,367.19 |
| **710583 Total** | | | | | | | **2,367.19** |
| 710584 | 10/14/2025 | 5390 | CALIFORNIA HIGHWAY ADOPTION CO | 925139 | 1260216 | Maint southside I-10 Fwy ramps @ Mt View Ave Sept | 350.00 |
| | | | | 925140 | 1260216 | Maint southside I-10 Fwy ramps @ Mt View Ave Sept | 900.00 |
| **710584 Total** | | | | | | | **1,250.00** |
| 710585 | 10/14/2025 | 7662 | CAT TRACKING, INC. | 21072 | 1260254 | 28"" Orange traffic cones | 1,018.24 |
| **710585 Total** | | | | | | | **1,018.24** |
| 710586 | 10/14/2025 | 7460 | CINTAS CORPORATION NO. 3 | 4243834957 | 1260158 | HazMat compliant uniforms & shop towel rental 9/18 | 49.34 |
| | | | | 4244600240 | 1260158 | HazMat compliant uniforms & shop towel rental 9/25 | 49.34 |
| **710586 Total** | | | | | | | **98.68** |
| 710587 | 10/14/2025 | 840 | CITY OF SAN BERNARDINO | 90878-00 Sept 2025 | 1260020 | 1516 Gould St 9/3/25 - 10/2/25 | 53.08 |
| | | | | 132-00 Sept 2025 | 1260395 | Water purchase 1415 Richardson Sept 2025 | 132,451.61 |
| **710587 Total** | | | | | | | **132,504.69** |
| 710588 | 10/14/2025 | 841 | CITY OF SAN BERNARDINO | 2025-00000041 | 1250430 | Staffing salaries share April- June 2025 | 5,707.00 |
| **710588 Total** | | | | | | | **5,707.00** |
| 710589 | 10/14/2025 | 203 | CLINICAL LABORATORY OF | 2501459-LOM01 | 1260022 | Water sampling Aug 2025 | 1,649.75 |
| **710589 Total** | | | | | | | **1,649.75** |
| 710590 | 10/14/2025 | 7667 | CMAX COMMERCIAL MAINTENANCE, INC. | 167436 | 1260178 | Street Sweeping Srvs FY 2025-26 Oct 2025 | 11,961.75 |
| **710590 Total** | | | | | | | **11,961.75** |
| 710591 | 10/14/2025 | 2118 | CONFIRE JPA | 2026-024 | 1260264 | CONFIRE services FY October - December 2025 | 95,366.50 |
| **710591 Total** | | | | | | | **95,366.50** |
| 710592 | 10/14/2025 | 2309 | CONSOLIDATED ELECTRIC DIST-SB | 6903-1061389 | 1260024 | LED Lights | 405.99 |
| **710592 Total** | | | | | | | **405.99** |
| 710593 | 10/14/2025 | 7560 | CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC. | 0946-1119264 | 1260251 | Commercial Mission Bell LED Retro Kit fixtures | 8,660.95 |
| **710593 Total** | | | | | | | **8,660.95** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710594 | 10/14/2025 | 5762 | CORE & MAIN LP | X800185 | 1260027 | Drill, riser, bolts, & ring | 3,384.91 |
| | | | | X850273 | 1260027 | Copper wires & pipes | 3,627.29 |
| **710594 Total** | | | | | | | **7,012.20** |
| 710595 | 10/14/2025 | 1173 | COUNTY OF SAN BERNARDINO | 31343 | 1260335 | ITD Radio Access & Maintenance 08/2025 | 2,905.21 |
| **710595 Total** | | | | | | | **2,905.21** |
| 710596 | 10/14/2025 | 7591 | CRICKET SCADA LLC | 1729 | 1260028 | Testing on RTP | 540.00 |
| **710596 Total** | | | | | | | **540.00** |
| 710597 | 10/14/2025 | 7708 | CYNTHIA MCGUIGAN | 993761424 | | Refund overpayment, closed acct #993761424 | 555.91 |
| **710597 Total** | | | | | | | **555.91** |
| 710598 | 10/14/2025 | 1279 | DAILY JOURNAL CORPORATION | B3972136 | 1260029 | Legal advertising for NIB CIP 25-516 | 433.62 |
| | | | | B3972084 | 1260029 | Legal advertising for CIP 23-119 | 420.92 |
| **710598 Total** | | | | | | | **854.54** |
| 710599 | 10/14/2025 | 1279 | DAILY JOURNAL CORPORATION | B3968318 | 1260029 | Legal advertising - Ord 786 Notice | 334.56 |
| | | | | B3969377 | 1260029 | Legal advertising - board vacancies | 672.38 |
| **710599 Total** | | | | | | | **1,006.94** |
| 710600 | 10/14/2025 | 7366 | DENNIS GRUBB & ASSOCIATES | 00235894 | 1260346 | Code Enforcement officer srvcs as Aug 2025 | 5,085.00 |
| | | | | 00235893 | 1260341 | Animal control on-call services as needed Aug 2025 | 7,787.25 |
| | | | | 00235847 | 1260370 | Code/Animal Enforcement Procedure consultant 08/25 | 405.00 |
| | | | | 002-35590 | 1260118 | Fire Prevention Plan Check Services 09/2025 | 16,697.65 |
| **710600 Total** | | | | | | | **29,974.90** |
| 710601 | 10/14/2025 | 5593 | DINOSAUR TIRE & ROAD SRVS, INC. | 137263 | 1260139 | Tire sensor & install for FM402 | 172.14 |
| | | | | 137463 | 1260139 | (2) Tires for UT227 | 588.58 |
| **710601 Total** | | | | | | | **760.72** |
| 710602 | 10/14/2025 | 1765 | DLT SOLUTIONS, LLC | SI709935 | 1260338 | AutoCAD/Architect, Engineering Annual Subscription | 2,482.39 |
| **710602 Total** | | | | | | | **2,482.39** |
| 710603 | 10/14/2025 | 325 | EWING IRRIGATION PRODUCTS | 27741292 | 1260124 | 4- way hose key | 43.90 |
| **710603 Total** | | | | | | | **43.90** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 710604 | 10/14/2025 | 1521 | FACILITIES PROTECTION SYSTEMS | 93392 | 1260097 | Troubleshoot charger fault in Building B repeater | 865.73 |
| | | | | 93483 | 1260314 | Replace section of fire sprikler riser pipe | 2,612.00 |
| | | | | 92552RE | 1260232 | Repair fire sprinkler leak in park restroom | 653.00 |
| **710604 Total** | | | | | | | **4,130.73** |
| 710605 | 10/14/2025 | 331 | FAIRVIEW FORD SALES, INC. | 212601 | 1260034 | Brake fluid cap for DI800 | 9.36 |
| | | | | 212706 | 1260034 | Fuel cap for DI631 | 45.34 |
| | | | | 211457 | 1260034 | Brake pads & coolant system parts | 302.41 |
| | | | | 211997 | 1260034 | Vacuum tube assembly | 260.98 |
| | | | | 213540 | 1260034 | Electrical steering rack for PK546 accident | 1,888.44 |
| **710605 Total** | | | | | | | **2,506.53** |
| 710606 | 10/14/2025 | 7585 | FERNANDO RUELAS | 020 | 1260378 | Replace stolen backflow at Mt View/Hinckley | 3,200.00 |
| **710606 Total** | | | | | | | **3,200.00** |
| 710607 | 10/14/2025 | 3197 | KALMIKOV ENTERPRISES, INC | 0105W21654 | 1260036 | Foam pump repair on ME252 | 472.39 |
| **710607 Total** | | | | | | | **472.39** |
| 710608 | 10/14/2025 | 7273 | FLOCK GROUP INC | INV-74695 | 1260379 | Replace broken Flock camera | 800.00 |
| **710608 Total** | | | | | | | **800.00** |
| 710609 | 10/14/2025 | 5256 | FLYERS ENERGY, LLC | 25-476184 | 1260038 | Fuel delivery for CY | 3,196.14 |
| | | | | 25-476185 | 1260038 | Fire Dept. Fuel Delivery 9/24/25 | 1,583.31 |
| **710609 Total** | | | | | | | **4,779.45** |
| 710610 | 10/14/2025 | 5427 | FMB TRUCK OUTFITTERS, INC. | 112625 | 1260039 | Directional bar install for Ford F150 FP053 | 1,370.44 |
| **710610 Total** | | | | | | | **1,370.44** |
| 710611 | 10/14/2025 | 7286 | GENUINE PARTS COMPANY | 167682 | 1260126 | New battery for AC115 | 142.57 |
| | | | | 167684 | 1260126 | Core deposit credit for inv167682 | (19.58) |
| | | | | 167489 | 1260126 | V Belt for Saw | 83.36 |
| | | | | 167769 | 1260126 | Motor oil for PK546 | 66.04 |
| | | | | 167772 | 1260126 | Windshield wash & Diesel Exhaust Fluid | 103.41 |
| | | | | 167895 | 1260126 | Battery for pressure washer | 122.16 |
| | | | | 168107 | 1260126 | Air filter cleaner | 27.18 |
| **710611 Total** | | | | | | | **525.14** |
| 710612 | 10/14/2025 | 1523 | GLENN B. DORNING, INC. | CT37501 | 1260372 | Deck Spindle | 252.65 |
| **710612 Total** | | | | | | | **252.65** |
| 710613 | 10/14/2025 | 7649 | GO CAR WASH MANAGEMENT CORP | INV2899 | 1260385 | Unlimited car wash membership for March 2025 | 132.00 |
| **710613 Total** | | | | | | | **132.00** |

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|---|---|---|---|---|---|---|---|
| 710614 | 10/14/2025 | 2484 | HAAKER EQUIPMENT CO | INV16402 | 1260042 | Vactor jetter hose repair | 978.21 |
| **710614 Total** | | | | | | | **978.21** |
| 710615 | 10/14/2025 | 402 | HACH COMPANY | 14698371 | 1260043 | Chlorine tablets | 781.24 |
| **710615 Total** | | | | | | | **781.24** |
| 710616 | 10/14/2025 | 5458 | HIRSCH PIPE & SUPPLY | 1449644 | 1260392 | Geophones for water distribution department | 1,149.10 |
| **710616 Total** | | | | | | | **1,149.10** |
| 710617 | 10/14/2025 | 435 | HOME DEPOT CREDIT SERVICES | 1823721 | 1260045 | Paint for park restrooms | 188.09 |
| | | | | 3517409 | 1260045 | Cell phone charges, squeegee, & concrete foam mix | 134.64 |
| **710617 Total** | | | | | | | **322.73** |
| 710618 | 10/14/2025 | 7240 | HPS WEST, INC | IN0004250 | 1260342 | 1"" meters for Trumark homes (40 each) | 18,661.77 |
| **710618 Total** | | | | | | | **18,661.77** |
| 710619 | 10/14/2025 | 7545 | INLAND EMPIRE PLUMBING INC | INV1586 | 1260046 | Urinal leak @ library | 398.41 |
| | | | | INV1587 | 1260046 | Water fountain filter @ Civic Center | 231.43 |
| | | | | INV1585 | 1260046 | Plbg service floor drain trap seal install STA251 | 298.64 |
| | | | | INV1584 | 1260046 | 3 Compartment sink drains installation | 1,024.75 |
| | | | | INV1588 | 1260046 | Drinking fountain maintenance | 398.05 |
| **710619 Total** | | | | | | | **2,351.28** |
| 710620 | 10/14/2025 | 4896 | INTERFACE SECURITY SYSTEMS, LLC | 20970790 | 1260050 | Replaced batteries in Heritage Park Security Sys | 449.88 |
| **710620 Total** | | | | | | | **449.88** |
| 710621 | 10/14/2025 | 5144 | JAMES D. HUSS JR. | 25122 | 1260334 | Weed abatement at Heritage Park | 1,800.00 |
| **710621 Total** | | | | | | | **1,800.00** |
| 710622 | 10/14/2025 | 4890 | JOLYNN LINDE | 16 | 1260177 | Repair leak on Bryn Mawr & George at area #29 | 1,800.00 |
| | | | | 17 | 1260176 | Landscape Maint. in the LMD Area OCT 2025 | 23,577.00 |
| | | | | 18 | 1260387 | Irrigation install & landscape clean up @ 100K Res | 5,500.00 |
| **710622 Total** | | | | | | | **30,877.00** |
| 710623 | 10/14/2025 | 7712 | JOHNATHAN BARRENO | INV00514866 | | Reimburse for uniform allowance Barreno | 48.46 |
| **710623 Total** | | | | | | | **48.46** |
| 710624 | 10/14/2025 | 541 | LAMOTTE CHEMICAL PRODUCTS COMPANY | 860777 | 1260388 | LaMotte IG Tablets | 910.80 |
| **710624 Total** | | | | | | | **910.80** |

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|---|---|---|---|---|---|---|---|
| 710625 | 10/14/2025 | 557 | LIFE ASSIST, INC. | 1637140 | 1260056 | Emergency medical supplies and equipment. | 565.75 |
| | | | | 1638127 | 1260056 | Emergency medical supplies and equipment. | 113.16 |
| | | | | 1641004 | 1260056 | Emergency medical supplies and equipment. | 137.26 |
| **710625 Total** | | | | | | | **816.17** |
| 710626 | 10/14/2025 | 2045 | LOMA LINDA HEATING & AIR CONDITIONING, INC. | 19523479 | 1260057 | Service call to troubleshoot Chamber's A/C unit | 175.00 |
| **710626 Total** | | | | | | | **175.00** |
| 710627 | 10/14/2025 | 1733 | LOWE'S COMPANIES, INC. | 76352 9-13-25 | 1260129 | Apparatus maintenance supplies | 62.06 |
| | | | | 99131 | 1260129 | Water for Production Crew | 31.04 |
| | | | | 72524 | 1260129 | Heavy Duty Tote | 8.24 |
| | | | | 71814 | 1260129 | Tape and cover | 8.21 |
| | | | | 98448 | 1260129 | Pallet of concrete | 243.03 |
| | | | | 90525 | 1260129 | Trail head hardware | 112.61 |
| | | | | 73414 | 1260129 | Cutting wheel, Wire, Spray paint, Water & DEF | 325.36 |
| | | | | 90783 | 1260129 | Parts for drinking fountain | 54.11 |
| | | | | 76441 | 1260129 | Corner guards for library | 15.44 |
| | | | | 79706 | 1260129 | Improvement supplies and materials. | 19.58 |
| | | | | 973726-POUAUU | 1260129 | Saw blades | 123.87 |
| | | | | 82504 10-03-2025 | 1260129 | Wire basket and nut and bolt | 16.66 |
| | | | | 982171- PPGQTB | 1260391 | Washer and installation items for STA251 | 949.80 |
| **710627 Total** | | | | | | | **1,970.01** |
| 710628 | 10/14/2025 | 3855 | LYNN A. HIRTZ | 317290 | 1260096 | Chainsaw repair | 244.96 |
| | | | | 314227 | 1260096 | Echo hand held blower | 256.43 |
| | | | | 321056 | 1260096 | parts to repair small equipment | 69.73 |
| | | | | 321670 | 1260096 | parts to repair small equipment | 368.80 |
| **710628 Total** | | | | | | | **939.92** |
| 710629 | 10/14/2025 | 1566 | MALLORY SAFETY & SUPPLY, LLC | 6264749 | 1260130 | Ear plugs, gloves, & smoke lens | 500.75 |
| **710629 Total** | | | | | | | **500.75** |
| 710630 | 10/14/2025 | 2099 | MCCROMETER, INC. | 8009208 | 1260214 | Sewer Flow Meter Monitoring Srv Contract Sept 2025 | 1,170.00 |
| **710630 Total** | | | | | | | **1,170.00** |
| 710631 | 10/14/2025 | 4919 | MELANIE DORAN TRAXLER | PO 1250710 Inv 3 | 1250710 | PA 2-9 & 2-11_PDR-2025-0015_9.1_9.30 | 680.00 |
| **710631 Total** | | | | | | | **680.00** |
| 710632 | 10/14/2025 | 3470 | MISSION LANE MAINTENCE CORP | INV-8251 | 1260197 | City's share-Annual Maint Mission Lane HOA Oct-25 | 1,595.00 |
| **710632 Total** | | | | | | | **1,595.00** |

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|---|---|---|---|---|---|---|---|
| 710633 | 10/14/2025 | 2876 | MOORE, IACOFANO, GOLTSMAN, INC. | 005651.00 | 1250512 | MDA-2024-0025_LL Comprehensive Planning Review Svs | 11,992.50 |
| **710633 Total** | | | | | | | **11,992.50** |
| 710634 | 10/14/2025 | 1938 | MOST DEPENDABLE FOUNTAINS | INV86415 | 1260389 | Hose to repair drinking fountains | 702.22 |
| **710634 Total** | | | | | | | **702.22** |
| 710635 | 10/14/2025 | 6096 | NEARMAP US, INC. | INV01765092 | 1260292 | Nearmap -Aerial Map FY 2026 | 7,508.06 |
| **710635 Total** | | | | | | | **7,508.06** |
| 710636 | 10/14/2025 | 7193 | O'REILLY AUTO ENTERPRISES, LLC | 6160-283120 | 1260140 | Shift tube | 41.75 |
| **710636 Total** | | | | | | | **41.75** |
| 710637 | 10/14/2025 | 7088 | OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, | 88095787 | 1260386 | Two pre-employment physicals for Fire Dept | 1,080.00 |
| | | | | 88179108 | 1260060 | Employee Physical for A. Cruz | 48.00 |
| | | | | 88260401 | 1260060 | Employee Physical for M Flores | 581.00 |
| | | | | 88258196 | 1260060 | Employee Physical for C Flores | 48.00 |
| **710637 Total** | | | | | | | **1,757.00** |
| 710638 | 10/14/2025 | 7176 | ODP BUSINESS SOLUTIONS, LLC | 441079362001 | 1260061 | Pens | 63.08 |
| | | | | 440633911001 | 1260373 | 2026 desk & wall calendars, planners | 528.35 |
| | | | | 440630112001 | 1260373 | 2026 desk & wall calendars, planners | 679.49 |
| | | | | 440635733001 | 1260061 | Wall calendar | 74.33 |
| | | | | 440334262001 | 1260061 | Paper & ink | 212.98 |
| **710638 Total** | | | | | | | **1,558.23** |
| 710639 | 10/14/2025 | 7282 | ORKIN SERVICES OF CALIFORNIA, INC. | 282599797 | 1260115 | Pest control Svc Station 251 srv date 9/17/2025 | 184.00 |
| | | | | 282598478 | 1260193 | Pest control svcs for 10466 Richardson Sept 2025 | 73.00 |
| | | | | 282598956 | 1260191 | Pest control services for 25964 Mission Sept 2025 | 178.00 |
| | | | | 282598819 | 1260115 | Pest control Svc Station 252 srv date 09/25/25 | 154.00 |
| **710639 Total** | | | | | | | **589.00** |
| 710640 | 10/14/2025 | 5340 | P N P OFFICE FURNITURE | 10582 | 1260363 | Enclosed white board and installation | 507.79 |
| **710640 Total** | | | | | | | **507.79** |
| 710641 | 10/14/2025 | 7711 | PASCAL D'SILVA | 993766890 | | Refund overpayment closed acct #993766890 | 27.55 |
| **710641 Total** | | | | | | | **27.55** |
| 710642 | 10/14/2025 | 1592 | PHOENIX GROUP INFORMATION SYST | 082025143 | 1260117 | Delinquent parking ticket recovery prgm 08/2025 | 431.86 |
| | | | | 082025903 | 1260116 | Parking Permit Management 08/2025 | 766.25 |
| | | | | 0820251143 | 1260112 | Code & Animal Admin Cite collection 08/2025 | 100.78 |
| **710642 Total** | | | | | | | **1,298.89** |

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|---|---|---|---|---|---|---|---|
| 710643 | 10/14/2025 | 768 | PRUETT'S PRECISION ALIGNMENT | 56750 | 1260065 | Vehicle alignment for RAM 3500 | 330.00 |
| **710643 Total** | | | | | | | **330.00** |
| 710644 | 10/14/2025 | 6153 | QUADIENT LEASING USA, INC. | Q2014275 | 1260105 | Folder/Inserter lease N22042802 10/12/25-01/11/26 | 1,116.82 |
| **710644 Total** | | | | | | | **1,116.82** |
| 710645 | 10/14/2025 | 7683 | QUALITY TRAFFIC DATA, LLC | 2025150 | 1260260 | Traffic Counts & Speed Surveys 9/26 | 18,195.00 |
| **710645 Total** | | | | | | | **18,195.00** |
| 710646 | 10/14/2025 | 5772 | QUINN COMPANY | WOG00023645 | 1260067 | Generator repair at 3.2 MG Reservoir | 2,149.22 |
| **710646 Total** | | | | | | | **2,149.22** |
| 710647 | 10/14/2025 | 5772 | QUINN COMPANY | PCA00516360 | 1260067 | Lining & blade | 113.46 |
| **710647 Total** | | | | | | | **113.46** |
| 710648 | 10/14/2025 | 5911 | RDO EQUIPMENT CO | P2916735 | 1260071 | Tools for equipment | 461.25 |
| **710648 Total** | | | | | | | **461.25** |
| 710649 | 10/14/2025 | 7306 | ROADPOST USA INC | BU01831872 | 1260144 | Iridium Satellite Service 9/25-10/24/2025 | 746.75 |
| **710649 Total** | | | | | | | **746.75** |
| 710650 | 10/14/2025 | 2324 | SAN BERNARDINO CO FIRE DEPT | LL226CC | 1260098 | Annual Household Hazardous Waste Fees 2nd Qtr | 9,792.59 |
| **710650 Total** | | | | | | | **9,792.59** |
| 710651 | 10/14/2025 | 1379 | SAN BERNARDINO COUNTY | 109407 | 1260077 | Assessor parcel map revisions Sept 2025 | 14.00 |
| **710651 Total** | | | | | | | **14.00** |
| 710652 | 10/14/2025 | 875 | SAN BERNARDINO VALLEY MWD | 4594 | 1260374 | 2025 Regional Urban Water Mgmt Agreement | 38,960.00 |
| **710652 Total** | | | | | | | **38,960.00** |
| 710653 | 10/14/2025 | 3698 | SCOTT ZEHM | 09172025 | 1260179 | City Hall Fountain Maintenance Svc Sept 2025 | 150.00 |
| **710653 Total** | | | | | | | **150.00** |
| 710654 | 10/14/2025 | 6137 | SILVERSTRAND TECHNOLOGIES, INC. | 171157 | 1260104 | RTP & Corp Yard Security Alarm Monitoring Oct | 49.98 |
| **710654 Total** | | | | | | | **49.98** |
| 710655 | 10/14/2025 | 451 | SITEONE LANDSCAPE SUPPLY, LLC | 158502165-001 | 1260132 | PVC pipe & fittings | 58.18 |
| | | | | 158504408-001 | 1260132 | Two (2) 1-1/2 pvc tees | 5.38 |
| | | | | 158522271-001 | 1260132 | Irrigation supplies | 127.73 |
| | | | | 158519780-001 | 1260132 | Irrigation parts | 207.40 |
| | | | | 158604692-001 | 1260132 | Irrigation parts | 192.22 |
| | | | | 158437059-001 | 1260132 | Irrigation parts | 592.89 |
| | | | | 158430147-001 | 1260132 | Irrigation parts | 32.37 |

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|---|---|---|---|---|---|---|---|
| 710655 | 10/14/2025 | 451 | SITEONE LANDSCAPE SUPPLY, LLC | 158616240-001 | 1260132 | (5) Sprinkler timers | 842.38 |
| | | | | 159139937-001 | 1260132 | Rain birds, rotor, & PVC pipes | 424.24 |
| **710655 Total** | | | | | | | **2,482.79** |
| 710656 | 10/14/2025 | 1131 | SOUTH COAST A.Q.M.D. | 4602264 | 1260394 | EM Elec Gen-Diesel STA251& FUEL DISPENSING SYSTEM | 732.82 |
| | | | | 4603876 | 1260394 | Flat fee for FY emissions FY25-26 | 170.94 |
| **710656 Total** | | | | | | | **903.76** |
| 710657 | 10/14/2025 | 1451 | STATE OF CALIFORNIA DEPT OF JUSTICE | 834547 | 1260384 | Fingerprints applications for 1 employee | 32.00 |
| **710657 Total** | | | | | | | **32.00** |
| 710658 | 10/14/2025 | 7705 | STRATEGIC ENGINEERING & AUTOMATION SYSTEMS | LL01 | 1260381 | RTP service call to resolve Win911 alarm & SCADA | 3,977.50 |
| **710658 Total** | | | | | | | **3,977.50** |
| 710659 | 10/14/2025 | 7303 | STRONG'S ENTERPRISE, INC. | 164874 | 1260082 | Lightbar & Labor swap damaged light bar with new | 2,083.31 |
| **710659 Total** | | | | | | | **2,083.31** |
| 710660 | 10/14/2025 | 2751 | SUNDOWN WINDOW TINTING | C85612 | 1260269 | Two manual roller shades for Library | 1,304.10 |
| | | | | C85611 | 1260270 | One manual roller shade Water Production Office | 503.21 |
| **710660 Total** | | | | | | | **1,807.31** |
| 710661 | 10/14/2025 | 5206 | SWRCB-DWOCP | Grade D1 Rojas | 1260383 | D1 Cert Antonio Rojas | 70.00 |
| **710661 Total** | | | | | | | **70.00** |
| 710662 | 10/14/2025 | 7413 | SYNOPTEK, LLC | 1266342 | | Juniper Switch Replacement | 600.00 |
| | | | | 1266341 | | Firewall Replacement | 375.00 |
| | | | | 1269989 | | Synoptek SOC/ITaaS FY25/26_OCT 25 | 16,083.62 |
| **710662 Total** | | | | | | | **17,058.62** |
| 710663 | 10/14/2025 | 2127 | T. JARB THAIPEJR | 09162025 | | Lunch for CM, HR Analyst & JPIA Trainer | 53.33 |
| **710663 Total** | | | | | | | **53.33** |
| 710664 | 10/14/2025 | 5436 | TAFOYA & ASSOCIATES | 3140 | 1260353 | Unleaded hose replacements @ #251 & Corp Yard | 2,151.06 |
| **710664 Total** | | | | | | | **2,151.06** |
| 710665 | 10/14/2025 | 237 | THE COUNSELING TEAM, INC. | INV106584 | 1260284 | Employee support services Oct 2025 | 800.00 |
| **710665 Total** | | | | | | | **800.00** |

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|---|---|---|---|---|---|---|---|
| 710666 | 10/14/2025 | 7199 | THE LLOYD PEST CONTROL CO, INC. | 8975729 | 1260213 | Gopher control svcs for Hulda Crooks Sept 25 | 326.00 |
| | | | | 8975730 | 1260213 | Gopher control svcs for BB Fields Sept 2025 | 300.00 |
| | | | | 8976712 | 1260213 | Gopher control svcs for Bryn Mawr Sept 25 | 200.00 |
| | | | | 8981593 | 1260213 | Gopher control svcs for Bailey Pk Sept 2025 | 216.00 |
| | | | | 8982523 | 1260213 | Gopher control svcs for Elmer Digneo Sept 25 | 200.00 |
| | | | | 8982518 | 1260212 | Gopher control services for Civic Center Sept 25 | 300.00 |
| **710666 Total** | | | | | | | **1,542.00** |
| 710667 | 10/14/2025 | 2180 | TKE ENGINEERING, INC. | 2025-1295 | 1260377 | Floating access/cable repair at 600K Tank | 2,000.00 |
| **710667 Total** | | | | | | | **2,000.00** |
| 710668 | 10/14/2025 | 1854 | UNDERGROUND SERVICE ALERT OF | 920250168 | 1260192 | Dig Alert Tickets September 2025 | 138.00 |
| | | | | 25-260892 | 1260164 | Dig Alert State Regulatory Fee September 2025 | 36.65 |
| **710668 Total** | | | | | | | **174.65** |
| 710669 | 10/14/2025 | 1977 | VULCAN MATERIALS | 4507347 | 1260088 | Agg & Asphalt | 205.10 |
| | | | | 4636101 | 1260088 | Agg & Asphalt | 256.38 |
| **710669 Total** | | | | | | | **461.48** |
| 710670 | 10/14/2025 | 7613 | WATERWORKFORCE, INC | 1446 | 1260358 | D4 Treatment Plant Operator Svcs FY 2026 | 5,000.00 |
| | | | | 1430 | 1260358 | D4 Treatment Plant Operator Svcs Aug 2025 | 5,000.00 |
| **710670 Total** | | | | | | | **10,000.00** |
| 710671 | 10/14/2025 | 5500 | WEST COAST ARBORISTS, INC. | 233950 | 1260185 | Civic Center tree trimming | 4,337.00 |
| | | | | 233949 | 1260376 | Plant (9) 15 gallon trees near Anderson Reservoir | 2,025.00 |
| | | | | 233791 | 1260186 | Tree trimming/tree removal for the Parks Dept | 15,992.00 |
| | | | | 234338 | 1260187 | Tree services @ Mayberry & Whittier | 18,900.00 |
| | | | | 234319 | 1260187 | Pruning for the Streets Dept | 9,850.00 |
| **710671 Total** | | | | | | | **51,104.00** |
| 710672 | 10/14/2025 | 1919 | WILLDAN | 002-35799 | 1260156 | Building Inspection/Plan Check services_AUG 2025 | 9,243.86 |
| **710672 Total** | | | | | | | **9,243.86** |
| 710673 | 10/14/2025 | 1622 | WILLDAN FINANCIAL SERVICES | 010-63475 | 1260100 | Admin Srvs for Streetlight Maint. Dist Qt #2 | 2,329.01 |
| | | | | 010-63474 | 1260099 | Engineering Services for LMD Assessment 2 Qtr | 2,500.34 |
| **710673 Total** | | | | | | | **4,829.35** |
| 710674 | 10/14/2025 | 4353 | WITTMAN ENTERPRISES, LLC | 2508069 | 1260119 | Medical billing services August 2025 | 515.07 |
| **710674 Total** | | | | | | | **515.07** |
| **Grand Total** | | | | | | | **$ 709,756.59** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | AMOUNT |
|---|---|---|---|---|---|---|---|
| 528034 | 08/28/2025 | 454 | MissionSquare | 2025082800528034 | | 457 Plan Contributions-08/10/2025 through 08/23/2025 | $21,679.94 |
| 650278 | 09/15/2025 | 454 | MissionSquare | 20250915006500278 | | 457 Plan Contributions-08/24/2025 through 09/04/2025 | $28,064.16 |
| 628284 | 09/29/2025 | 454 | MissionSquare | 2025092900628284 | | 457 Plan Contributions-09/07/2025 through 09/20/2025 | $22,708.04 |
| 103003335 | 09/12/2025 | 771 | PERS | 1003003335/36 | | Retirement Contributions-08/01/2025 through 08/31/2025 | $1,003.02 |
| 102989526 | 09/04/2025 | 771 | PERS | 1002989526/27/28/29 | | Retirement Contributions-07/27/2025 through 08/09/2025 | $80,019.55 |
| 103005847 | 09/17/2025 | 771 | PERS | 1003005847 | | Retirement Contributions-08/10/2025 through 08/23/2025 | $79,876.53 |
| 102995968 | 09/23/2025 | 772 | CALPERS | 1002995968 | | GASB 68 Reporting Services Fee | $700.00 |
| 102971967 | 08/08/2025 | 773 | PERS | 1002971967 | | Health Insurance Premium-August 2025 | $106,904.73 |
| 102995953 | 09/09/2025 | 773 | PERS | 1002995953 | | Health Insurance Premium-September 2025 | $78,428.34 |

| | |
|---|---|
| Total Wires | $419,384.31 |
| Total Checks (Total from previous page): | $709,756.59 |
| **Grand Total =** | **$1,129,140.90** |

PAYROLL: 9/25/2025 $559,125.71

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check 710555 through 710557, 710559 through 710674 and wire nos. 528034, 650278, 628284, 103003335, 102989526, 103005847, 102995968, 102971967 & 102995953 for a total disbursement of $1,129,140.90 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 October 14, 2025 and the City Treasurer is to pay except as noted.

**Phillip Dupper, Mayor**

# CITY OF LOMA LINDA
## VOUCHER LIST
## HOUSING AUTHORITY
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | Amount |
|---|---|---|---|---|---|---|---|
| 3076 | 9/23/2025 | 3628 | U.S. BANK CORPORATE PYMNT SYS | 082225KMacGavin HA | | HA SSL Cert Renewal | 8.27 |
| **3076 Total** | | | | | | | **8.27** |
| 3077 | 9/30/2025 | 6052 | UNIVERSITY HOMES, INC. | P76125613PA-Oct 2025 | 1260087 | HOA Fee M Defelice - Oct 2025 | 322.66 |
| **3077 Total** | | | | | | | **322.66** |
| 3078 | 10/14/2025 | 7413 | SYNOPTEK, LLC | 1269989HA | | Synoptek SOC/ITaaS FY25/26_OCT 25 | 136.25 |
| **3078 Total** | | | | | | | **136.25** |
| **Grand Total** | | | | | | | **$ 467.18** |

# CITY OF LOMA LINDA
## VOUCHER LIST
## HOUSING AUTHORITY
## 10/14/2025

| VOUCHER | DATE | VENDOR | VENDOR NAME | INVOICE | P.O. | INVOICE DESCRIPTION | AMOUNT |
|---|---|---|---|---|---|---|---|
| | | | | | | Total Checks ( Total from previous page): | $467.18 |
| | | | | | | **Grand Total=** | **$467.18** |

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 3076 through 3078 for a total disbursement of $467.18 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 October 14, 2025 and the City Treasurer is hereby directed to pay except as noted

**Phillip Dupper, Mayor**

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**C. Accept the Treasurer's Report - September 2025 (Finance) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5C. |

| To | From |
|---|---|
| City Council | Sonia Fabela, Finance Director |

## RECOMMENDATION:

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

**Attachments**

Treasurers Rpt_Sept 2025.pdf

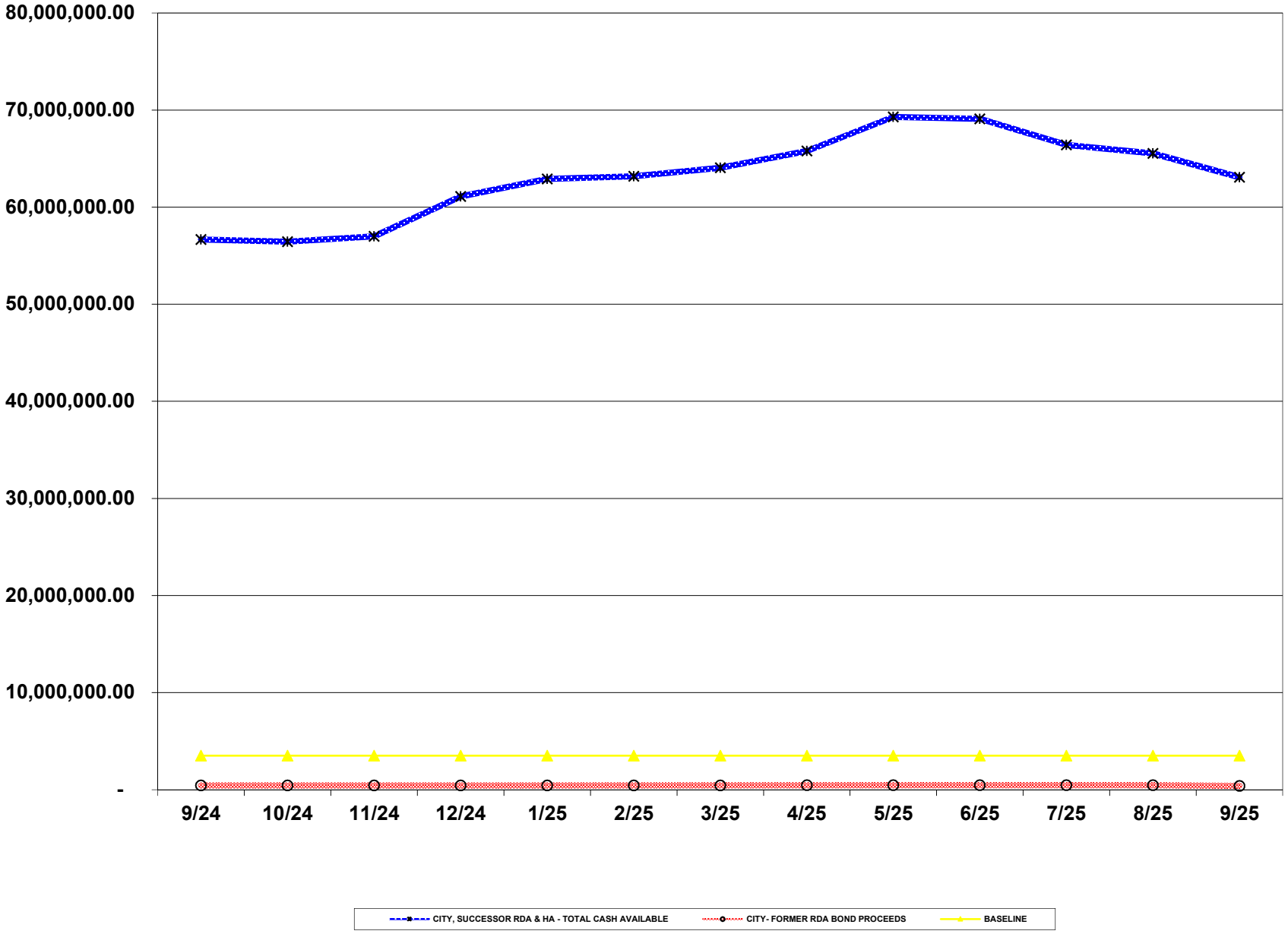
**CITY OF LOMA LINDA**
**COMPOSITION OF CASH**
**SEPTEMBER 2025**

| | | | | |
|---|---|---|---|---|
| **DEMAND DEPOSIT ACCOUNTS** | | | | |
| CITY - BANK OF AMERICA - MAIN CHECKING ACCOUNT | | | | $ 2,330,370.02 |
| Outstanding Checks as of month-end | | | | (1,505,337.92) |
| **CITY - MAIN CHECKING ACCOUNT AVAILABLE BALANCE** | | | | **$ 825,032.10** |
| **BANK OF AMERICA - PAYROLL** | | | | **$ 30,573.39** |
| HOUSING AUTHORITY - BANK OF AMERICA - CHECKING ACCOUNT | | | | 195,729.53 |
| Outstanding Checks as of month-end | | | | (326.95) |
| **HOUSING AUTHORITY - CHECKING ACCOUNT AVAILABLE BALANCE** | | | | **$ 195,402.58** |
| SUCCESSOR AGENCY - BANK OF AMERICA - CHECKING ACCOUNT | | | | 33,562.07 |
| Outstanding Checks as of month-end | | | | - |
| **SUCCESSOR AGENCY - CHECKING ACCOUNT AVAILABLE BALANCE** | | | | **$ 33,562.07** |
| **DEMAND DEPOSIT ACCOUNTS - TOTAL** | | | | **$ 1,084,570.14** |
| **INVESTMENTS** | **YIELD** | | | |
| LOCAL AGENCY INVESTMENT FUND (LAIF) | | | | |
| CITY | 4.251% | $ 58,952,916.41 | | |
| CITY - Former RDA Bond Proceeds | 4.251% | 386,515.32 | | |
| CITY -Total | | | 59,339,431.73 | |
| SUCCESSOR RDA | 4.251% | | 800,026.34 | |
| HOUSING AUTHORITY | 4.251% | | 1,865,646.07 | |
| **INVESTMENTS TOTALS** | | | | **$ 62,005,104.14** |
| **OTHER CASH** | | | | |
| IMPREST ACCOUNT | | | $ 500.00 | |
| CASH ON HAND | | | 1,350.00 | |
| **OTHER CASH TOTAL** | | | | **$ 1,850.00** |
| **CASH AND INVESTMENTS - GRAND TOTAL** | | | | **63,091,524.28** |
| PREVIOUS MONTH | | | | 65,541,190.35 |
| CHANGE +/(-) | | | | $ (2,449,666.07) |

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

Treasurer

**CITY OF LOMA LINDA**
**MONTHLY TREASURER'S REPORT 9/2024-9/2025**



# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**D. Accept the Fire Department's Activity Report - September 2025 (Fire) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5D. |

| From | Via |
|---|---|
| Nataly Alvizar, Executive Aide | Dan Harker, Fire Chief |

## RECOMMENDATION:

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

**Attachments**

September 2025 Fire Activity Report.pdf

SUBJECT: September 2025 Fire Department Activity Report

**Operations Division:**

The Fire Department's Operations Division responded to 414 incidents in Septembert 2025. There were 22 calls/incidents given or received in Mutual/Automatic Aid. The alarm types are broken down as follows:

| **Fire & Rescue** | Month | | YTD | |
|---|---|---|---|---|
| Medical Aid (MA) | 288 | 69.6% | 932 | 67.30% |
| Traffic Collision (TC) | 11 | 2.7% | 30 | 2.20% |
| ***MA + TC*** | ***299*** | ***72.2%*** | ***962*** | ***69.50%*** |
| Hazardous Conditions | *5* | 2.40% | 6 | 0.70% |
| Hazardous Material | 0 | 0.40% | 4 | 0.40% |
| Public Assistance | 19 | 6.90% | 188 | 5.50% |
| Rescue | 0 | 0.90% | 10 | 0.60% |
| Structure Fire | 5 | 2.10% | 36 | 1.00% |
| Cooking | 0 | 0.00% | 10 | 0.10% |
| Vegetation Fire | 0 | 0.40% | 14 | 0.70% |
| Vehicle Fire | 0 | 0.00% | 8 | 0.10% |
| Refuse Fire | 5 | 1.10% | 46 | 1.40% |
| ***All Fires*** | **10** | **3.60%** | 114 | ***3.30%*** |
| Good Intent/Dispatched & Cancelled Enroute | 31 | 7.5% | 318 | 15.2% |
| Fire Alarm Activation* | 28 | 6.8% | 197 | 9.4% |

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

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**E. Award Contract to Jacob Green and Associates (JGA) to Develop a Community Wildfire Protection Plan for $144,950 (Fire) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5E. |

| To | From |
|---|---|
| City Council | Dan Harker, Fire Chief |

| Via |
|---|
| Tom Ingalls, Fire Marshal |

## RECOMMENDATION:

It is recommended that City Council

1. Award a Contract Agreement with Jacob Green & Associates (JGA) in the amount of $144,950 to provide professional services for the development of a Community Wildfire Protection Plan (CWPP) for the City of Loma Linda for a term of October 14, 2025, to November 30, 2026, subject to any revisions deemed necessary by the City Attorney; and
2. Authorize the City Manager to execute the agreement.

## BACKGROUND:

The City of Loma Linda is committed to enhancing community resilience and mitigating the risks associated with wildfires. To that end, a formal Request for Proposals (RFP) was issued seeking a qualified consultant to develop a comprehensive Community Wildfire Protection Plan (CWPP) in accordance with CalFire guidelines. The purpose of the CWPP is to reduce wildfire risks and ensure coordinated wildfire prevention and response strategies within the city.

This contract is the result of the $75,000 grant awarded to the City from IERCD whereby the grant funds was accepted by the City Council 8/12/25.

Following the release of the RFP, Jacob Green & Associates (JGA) was the only consultant group to respond.

## ANALYSIS:

Jacob Green & Associates has submitted a proposal that demonstrates a clear understanding of the City's needs and the requirements for developing an effective CWPP. Their proposal outlines a structured, phased approach designed to deliver a comprehensive plan within 12 months.

The proposal demonstrates JGA's commitment to timely delivery through:

- **Detailed Project Schedule:** A clear schedule (Page 21) outlines the milestones and timelines for each phase of the project, from stakeholder engagement to final deliverables. Key milestones are identified, including the kickoff meeting in October 2025, community workshops in January 2026, and the submission of the draft plan in July 2026, with the final plan delivery in October 2026.
- **Phased Approach:** The work plan is organized into distinct phases (Collaboration and Stakeholder Engagement, Risk and Hazard Assessment, Mitigation Planning, etc.), allowing for focused effort and measurable progress.
- **Regular Coordination:** JGA proposes monthly or bi-monthly coordination calls with an advisory group to review deliverables and shape risk and mitigation findings (Page 13).
- **Defined Deliverables:** The proposal clearly defines the deliverables for each phase, ensuring accountability and allowing the City to track progress effectively (Page 12).
- **Experience and Resources:** JGA has a team of experienced professionals ready to commence work, indicating their capacity to meet the proposed timelines (Pages 5-10).

The JGA proposal specifically addresses all requirements of the RFP and demonstrates an understanding of the regulations and best practices related to wildfire protection. They have extensive experience supporting California communities in hazard mitigation planning, emergency management, and public safety (Page 5).

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

The total cost for the CWPP development is $144,950, which will be paid from the following accounts # 0012070-51830 and 1375360-51820 . The $75,000 will be reimbursed to City based on the awarded grant agreement. This amount encompasses all necessary tasks, deliverables, and expenses associated with completing the scope of work as outlined in the RFP and the JGA proposal.

- Consultant Services Expenditures - 1375360-51820 (Grant) $75,000
- Consultant Services Expenditures - 0012070-51820 (City Match) $35,000 for Fiscal Year 2025-2026
- Consultant Services Expenditures- 0012070-51820 (City Match) $35,000 for Fiscal Year 2026-2027

**Attachments**

Agreement - Jacob Green Assoc - der.pdf

Agreement Exhibit A - RFP of Community Wildfire Protection Plan (CWPP).pdf

Agreement Exhibit B - JGA Proposal of CWPP.pdf

**SERVICE AGREEMENT**

THIS AGREEMENT is made and entered into this October day of 14 2025, by and between THE CITY OF LOMA LINDA, a Municipal Corporation (hereinafter referred to as "CITY") and Jacob Green & Associates, Inc., (JGA) , a California Corporation, (hereinafter referred to as "CONTRACTOR").

## A. RECITALS

1. City has heretofore requested of CONTRACTOR the performance of services with respect to the preparation of a Community Wildfire Protection Plan (PROJECT" hereinafter);

2. CITY sent out a Request for Proposal to possible Contractors, a copy of which is attached hereto as Exhibit "A" attached hereto and incorporated herein by reference;

3. CONTRACTOR has now submitted its proposal for the performance of such services;

4. CITY desires to retain CONTRACTOR to perform the services necessary to render advice and assistance to CITY relating to the PROJECT;

5. CONTRACTOR represents that it is qualified to perform such services and is willing to perform such services as hereinafter defined.

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

## B. AGREEMENT

1. Definitions: The following definitions shall apply to the following terms, except where the context of this Agreement otherwise requires:

   a. PROJECT: The preparation of all of the necessary documents, and reports with respect to the Scope of Services described herein and hereto, and made a part hereof;

   b. SCOPE OF SERVICES: Such services as are necessary to be performed by CONTRACTOR in order to complete the WORK as set forth herein in Exhibit "B" attached hereto and incorporated herein by reference.

2. CONTRACTOR agrees as follows:

   a. CONTRACTOR shall forthwith undertake and complete the PROJECT in accordance herein specified and applicable with Federal, State and CITY statutes, regulations, ordinances and guidelines, all to the reasonable satisfaction of the CITY.

   b. CONTRACTOR shall at CONTRACTOR'S sole cost and expense, secure and hire such other persons as may, in the opinion of CONTRACTOR, be necessary to comply with the terms of this Agreement. In the event any such other persons are retained by CONTRACTOR, CONTRACTOR hereby warrants that such other persons shall be fully qualified to perform services required hereunder.

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

3. CITY agrees as follows:

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

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

4. CITY agrees to provide to CONTRACTOR:

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

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

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

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

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

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

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

8. Definition of Contract Period: The Contract shall be in force from Oct. 14, 2025, until Nov. 30, 2026. Payments for the items in the Bidding Schedule shall be prorated for the portion of the year during which the work is performed.

| | |
|---|---|
| CITY: | CITY OF LOMA LINDA |
| Name: | T. JARB THAIPEJR, P.E. |
| Title: | CITY MANAGER |
| Address: | 25541 BARTON ROAD, LOMA LINDA, CA 92354 |
| CONTRACTOR: | Jacob Green & Associates (JGA) |
| | |
| Name: | Jacob Green |
| Title: | President & CEO |
| Address: | 13217 Jamboree Rd., #248, Tustin, CA 92782 |

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

9. Insurance:

a) Type of /Required Coverages

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

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

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

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

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

b) Endorsements

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

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

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

Additional Insured Endorsements shall not:
1. Be limited to "Ongoing Operations"
2. Exclude "Contractual Liability"
3. Restrict coverage to the "Sole" liability of contractor
4. Exclude "Third-Party-Over Actions"
5. Contain any other exclusion contrary to the Contract)

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

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

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

c) Notice of Cancellation

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

d) Waiver of Subrogation

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

e) Evidence of Insurance

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

f) Deductible or Self-Insured Retention

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

g) Contractual Liability

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

h) Failure to Maintain Coverage

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

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

i) Acceptability of Insurers

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

j) Claims Made Policies

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

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

k) Insurance for Subcontractors

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

10. Indemnification:

a) Defense, Indemnity and Hold Harmless. Contractor shall defend, indemnify and hold harmless the City, its present and former officers, directors, employees, agents, volunteers, mayor, staff, boards, committee and representatives, as broadly interpreted (collectively, the "Indemnified Parties"), of and from all claims, suits, demands, obligations, losses damages, sums or any other matters, threatened or presently asserted, including but not limited to all legal fees, costs of defense and litigation expenses (including legal fees, expert fees and any other costs or fees, including those of adverse parties imposed on or sought against the Indemnified Parties), arising directly or indirectly out of any liability or claim of loss or liability for personal injury, bodily injury to persons, contractual liability, errors or omissions, breach, failure to perform, damage to or loss of property, or any other loss, damage, injury or other claim of any kind or nature arising out of the work to be performed by Contractor herein, caused by or arising out of the negligent acts or omissions, or intentional misconduct or other actions, omissions or conduct of Contractor, including its subcontractors, employees, agents and other persons or entities performing work for Contractor. Limitations on Scope of Indemnity are referred to below (f).

b) Contractual Indemnity. To the fullest extent permitted under California law, Contractor shall contractually indemnify, defend and hold harmless the Indemnified Parties from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, amounts for good faith settlement, or costs of any kind, whether actual, alleged or threatened, including attorney's fees and costs, court costs, interest, defense costs, and expert witness fees and costs), arising out of or related to, in whole or in part, the performance of this Agreement by Contractor or by any individual or entity for which Consultant is legally liable, including but not limited to Contractor's officers, agents, independent contractors, subcontractors or affiliated or related entities and/or its or their employees, agents and representatives, including all negligent acts or omissions, or intentional misconduct or other actions, omissions to act or conduct of Contractor, including its subcontractors, employees, agents and other persons or entities performing work for Contractor. Indemnification shall include any claim that Contractor or

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

c) Subcontractors and Indemnification. Contractor agrees to and shall obtain executed indemnity agreements in favor of the Indemnified Parties with provisions identical to those set forth from each and every Subcontractor, Sub consultant or other person or entity involved by, for, with, or on behalf of Contractor in the performance of any aspect of this Agreement. In the event Contractor fails to obtain such indemnity obligations, Contractor shall be fully responsible for each and every Subcontractor, Subconsultant or other person or entity in terms of defense, indemnity and hold harmless obligations in favor of the Indemnified Parties. This obligation to indemnify and defend the Indemnified Parties is binding on the successors, assigns or heirs of Contractor and shall survive the full performance or termination of this Agreement. These indemnification provisions are independent of and shall not in any way be limited or superseded by the insurance requirements and insurance-related provisions and all damages, fines, or penalties or loss of theft to the property of the City arising out of or related in any way to the negligent acts or omissions or intentional misconduct or other Contractor conduct or activities and/or conduct or activities of Contractor's officers agents independent contractors, subcontractors or affiliated or related entities and/or its or their employees, agents and representatives, whether such actions, omissions to act, negligence or intentional conduct is or was authorized by this Agreement or not. City assumes no responsibility whatsoever for any property placed on the premises of City. Contractor further agrees to waive all rights of subrogation against the Indemnified Parties.

d) City Lost or Damaged Property Theft. Contractor further agrees to pay or cause to be paid for the indemnified parties' benefit for any of this agreement.

e) Non-Waiver and Non-Exhaustion of City's Further Rights and Remedies. No aspect of this provision shall in any way limit or effect the rights of the Indemnified Parties against the Contractor under the terms of this Agreement or otherwise. The indemnification provisions shall apply regardless of whether this Agreement is executed after Contractor begins the work and shall extend to claims arising after this Agreement is performed or terminated, including a dispute as to the termination of Contractor. The indemnity obligations of Contractor shall continue until it is determined by final judgment that the claim against the City and any Indemnified Parties is determined by final judgment and after exhaustion of any rights of appeal.

f) Limitations on Scope of Indemnity. Notwithstanding the foregoing, Contractor shall not be responsible for indemnification for claims or losses caused solely by the negligence or intentional wrongdoing of Indemnified Parties. Further, the indemnity provided shall be interpreted as broadly as permitted under California law and as to agreements between

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

11. Assignment: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, either in whole or in part, by CONTRACTOR without the prior written consent of CITY.

12. Independent Contractor: The parties hereto agree that CONTRACTOR and its employees, officers, and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of CITY.

13. Compliance With Laws: CONTRACTOR shall comply with all applicable laws in performing its obligations under this Agreement.

14. Confidentiality: Information and materials obtained by the CONTRACTOR from CITY during the performance of this Agreement shall be treated as strictly confidential and shall not be used by the CONTRACTOR for any purpose other than the performance of this Agreement.

15. Discrimination: The CONTRACTOR agrees that no person shall be excluded from employment in the performance of this Agreement on grounds of race, creed, color, sex, age, marital status, or place of national origin. In this connection, the CONTRACTOR agrees to comply with all County, State and Federal laws relating to equal employment opportunity rights.

16. Government Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.

17. Attorneys' Fees: In the event any legal proceeding is instituted to enforce any term or provision of this Agreement, the prevailing party in said legal proceeding shall be entitled to recover reasonable attorneys' fees and costs from the opposing party in an amount determined by the Court to be reasonable.

18. Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representation by any party, which is not embodied herein, nor any other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement shall be effective only as it is in writing, signed by all parties.

19. Contents of Request for Proposals: Contractor is bound by the contents of City's Request for Proposal, Exhibit "A" hereto. and incorporated herein by this reference, and the contents of the proposal submitted by Contractor, Exhibit "B" hereto. In the event of conflict, the requirements of City's Request for Proposals and this Agreement shall take precedence over those contained in the Contractor's proposal.

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

CONTRACTOR:

By:_____
*Signature*

Name:_____
*Typed/Printed*

Title: _____

CONTRACTOR:

By:_____
*Signature*

Name:_____
*Typed/Printed*

Title: _____

CITY
City of Loma Linda, A Municipal Corporation

By:_____
*Signature*

Name: _____
*Typed/Printed*

Title: _____

ATTEST:

_____
Lynette Arreola, City Clerk

APPROVED AS TO FORM:

_____
Diane Robbins, City Attorney

EXHIBIT A

# CITY OF LOMA LINDA

# REQUEST FOR PROPOSALS

## TO PROVIDE

## Community Wildfire Protection Plan (CWPP)

## RELEASE DATE: August 20, 2025 @ 1500

## SUBMITTAL DEADLINE: September 4, 2025 @ 0900

**INTRODUCTION**

The City of Loma Linda is seeking a qualified and experienced consulting firm to develop a comprehensive Community Wildfire Protection Plan (CWPP) in accordance with the CalFire guidelines. The purpose of this project is to enhance community resiliency, reduce wildfire risks, and ensure coordinated wildfire prevention and response strategies. The selected consultant will work collaboratively with city officials, local agencies, community stakeholders, and fire professionals to deliver a strategic and actionable CWPP over a two-year period.

**CURRENT SERVICES**

N/A

## GENERAL SCOPE OF SERVICES

The selected consultant shall provide a full spectrum of services including, but not limited to:

1. **Assessment and Data Collection**
    - Review existing wildfire risk assessments, vegetation management plans, and emergency response strategies within the City of Loma Linda.
    - Collect and analyze data related to vegetation, topography, land use, and community vulnerabilities.
    - Identify high-risk zones and prioritize areas for wildfire mitigation efforts.
2. **Stakeholder Engagement and Public Outreach**
    - Facilitate stakeholder meetings, community workshops, and public outreach efforts to gather input and foster community participation.
    - Collaborate with local agencies, residents, and organizations to ensure inclusive planning.
3. **Development of the CWPP**
    - Prepare a comprehensive CWPP aligned with CalFire standards, incorporating risk assessments, mitigation strategies, firefighting resource locations, and evacuation plans.
    - Integrate existing plans and best practices for wildfire prevention, vegetation management, defensible space, and access improvements.
4. **Recommendations and Implementation Strategies**
    - Develop specific recommendations for wildfire risk reduction, including fuel management, infrastructure enhancements, and community education programs.
    - Outline potential funding sources and grant opportunities to support mitigation initiatives.
5. **Reporting and Deliverables**
    - Prepare draft and final CWPP reports for review and approval by the City of Loma Linda.
    - Provide technical support and presentations to City Council and relevant stakeholders during key project milestones.
6. **Project Management and Timeline**
    - Manage project tasks, schedules, and budgets efficiently to ensure completion within the two-year timeframe.
    - Regularly update the City on project progress and address feedback promptly.

---

**Budget and Timeline**

- The total project cost shall not exceed $150,000.
- The project timeline is two years from contract award to final plan delivery.

Interested firms are invited to submit a proposal demonstrating their qualifications, experience with CWPP development, understanding of CalFire guidelines, and approach to project execution. Proposals should also include a detailed budget, project schedule, and team qualifications.

## PROPOSAL REQUIREMENTS

Response to this Request for Proposal (RFP) must include the following:

1. A statement about the firm that describes its experience as well as its competencies in the areas of CWPP development and past deliverables.
2. Identification of the lead professional and of each professional who will perform the day-to-day work including resumes of all professionals who will be involved in the work. If the proposal involves a joint venture or subcontractors, identify the firm(s) and describe related experience working on a multi-firm team.
3. A statement regarding the anticipated approach to this request, and a scope of work outlining and describing the main tasks and work products.

1. Information about the availability of all professionals who will be involved.

2. Cost proposal containing the hourly rates and any minimum charges for each person who will be involved in the work. Any agreed option will include a negotiated cost proposal.

3. Other material may be attached as deemed appropriate by the applicant that most closely fit the scope of work. A proposal may include any or all of the scope of work services.

4. Submit one electronic copy (tingalls@lomalinda-ca.gov) of the proposal to the City at the following address:

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

***Please submit your proposal no later than September 4, 2025, 9:00am.***

## SELECTION PROCESS

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

## CALIFORNIA PUBLIC RECORDS ACT

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

## GENERAL

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

## INSURANCE

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

## PROPOSAL INQUIRIES

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

## ATTACHMENT

A. Insurance Information

# ATTACHMENT A

INSURANCE

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

a) **(a)** Type of /Required Coverages

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

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

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

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

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

b) Endorsements

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

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

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

Additional Insured Endorsements shall not:
1. Be limited to "Ongoing Operations"
2. Exclude "Contractual Liability"
3. Restrict coverage to the "Sole" liability of contractor
4. Exclude "Third-Party-Over Actions"
5. Contain any other exclusion contrary to the Contract)

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

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

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

c) Notice of Cancellation

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

d) Waiver of Subrogation

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

e) Evidence of Insurance

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

f) Deductible or Self-Insured Retention

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

g) Contractual Liability

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

h) Failure to Maintain Coverage

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

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

i) Acceptability of Insurers

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

Claims Made Policies

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

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

j) Insurance for Subcontractors

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

10. Indemnification:

a) Defense, Indemnity and Hold Harmless. Contractor shall defend, indemnify and hold harmless the City, its present and former officers, directors, employees, agents, volunteers, mayor, staff, boards, committee and representatives, as broadly interpreted (collectively, the "Indemnified Parties"), of and from all claims, suits, demands, obligations, losses damages, sums or any other matters, threatened or presently asserted, including but not limited to all legal fees, costs of defense and litigation expenses (including legal fees, expert fees and any other costs or fees, including those of adverse parties imposed on or sought against the Indemnified Parties), arising directly or indirectly out of any liability or claim of loss or liability for personal injury, bodily injury to persons, contractual liability, errors or omissions, breach, failure to perform, damage to or loss of property, or any other loss, damage, injury or other claim of any kind or nature arising out of the work to be performed by Contractor herein, caused by or arising out of the negligent acts or omissions, or intentional misconduct or other actions, omissions or conduct of Contractor, including its subcontractors, employees, agents and other persons or entities performing work for Contractor.

b) Contractual Indemnity. To the fullest extent permitted under California law, Contractor shall contractually indemnify, defend and hold harmless the Indemnified Parties from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, amounts for good faith settlement, or costs of any kind, whether actual, alleged or threatened, including attorney's fees and costs, court costs, interest, defense costs, and expert witness fees and costs), arising out of or related to, in whole or in part, the performance of this Agreement by Contractor or by any individual or entity for which Consultant is legally liable, including but not limited to Contractor's officers, agents, independent contractors, subcontractors or affiliated or related entities and/or its or their employees, agents and representatives, including all negligent acts or omissions, or intentional misconduct or other actions, omissions to act or conduct of Contractor, including its subcontractors, employees, agents and other persons or entities performing work for Contractor. Indemnification shall include any claim that Contractor or Contractor's employees or agents, are or may be considered and treated to be employees of the City or are entitled to any employee benefits from City, including but not limited to those available under Public Employees Retirement Law. The obligation to indemnify, defend and hold harmless the Indemnified Parties shall apply to all liability as defined above regardless of whether the Indemnified Parties were or are alleged to have been negligent, except that it shall not apply to claims arising from the sole negligence or willful intentional misconduct of the Indemnified Parties. Contractor's obligation to defend the Indemnified Parties is not contingent upon there being an acknowledgement of or determination of the merit of any claims, liability, demands, causes of action, suits, losses, expenses, errors, omissions and/or costs.

c) Subcontractors and Indemnification. Contractor agrees to and shall obtain executed indemnity agreements in favor of the Indemnified Parties with provisions identical to those set forth from each and every Subcontractor, Sub consultant or other person or entity involved by, for, with, or on behalf of Contractor in the performance of any aspect of this Agreement. In the event Contractor fails to obtain such indemnity obligations, Contractor shall be fully responsible for each and every Subcontractor, Subconsultant or other person or entity in terms of defense, indemnity and hold harmless obligations in favor of the Indemnified Parties. This obligation to indemnify and defend the Indemnified Parties is binding on the successors, assigns or heirs of Contractor and shall survive the full performance or termination of this Agreement. These indemnification provisions are independent of and shall not in any way be limited or superseded by the insurance requirements and insurance-related provisions and all damages, fines, or penalties or loss of theft to the property of the City arising out of or related in any way to the negligent acts or omissions or intentional misconduct or other Contractor conduct or activities and/or conduct or activities of Contractor's officers agents independent contractors, subcontractors or affiliated or related entities and/or its or their employees, agents and representatives, whether such actions, omissions to act, negligence or intentional conduct is or was authorized by this Agreement or not. City assumes no responsibility whatsoever for any property placed on the premises of City. Contractor further agrees to waive all rights of subrogation against the Indemnified Parties.

d) City Lost or Damaged Property Theft. Contractor further agrees to pay or cause to be paid for the indemnified parties' benefit for any of this agreement.

e) Non-Waiver and Non-Exhaustion of City's Further Rights and Remedies. No aspect of this provision shall in any way limit or effect the rights of the Indemnified Parties against the Contractor under the terms of this Agreement or otherwise. The indemnification provisions shall apply regardless of whether this Agreement is executed after Contractor begins the work and shall extend to claims arising after this Agreement is performed or terminated, including a dispute as to the termination of Contractor. The indemnity obligations of Contractor shall continue until it is determined by final judgment that the claim against the City and any Indemnified Parties is determined by final judgment and after exhaustion of any rights ofappeal.

f) Limitations on Scope of Indemnity. Notwithstanding the foregoing, Contractor shall not be responsible for indemnification for claims or losses caused solely by the negligence or intentional wrongdoing of Indemnified Parties. Further, the indemnity provided shall be interpreted as broadly as permitted under California law and as to agreements between parties, and shall if required be reformed to be consistent with those laws to protect and save this provision for the protection of the Indemnified Parties.

EXHIBIT B

# Proposal For RFP - Community Wildfire Protection Plan (CWPP)








CITY OF LOMA LINDA CALIFORNIA
SERVING MAN
INCORPORATED 1970

**SEPTEMBER 2025**





JACOB GREEN & ASSOCIATES

13217 Jamboree Rd., #248
Tustin, CA 92782
888.4.JGA.1ST
JacobGreenAndAssociates.com

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CITY OF LOMA LINDA

September 4, 2025

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

Dear Fire Marshal Ingalls,

Jacob Green & Associates (JGA) is pleased to submit this proposal in response to the City of Loma Linda's Request for Proposals (RFP) for professional services to prepare a Community Wildfire Protection Plan (CWPP). We are honored by the opportunity to support the Loma Linda Fire Department in advancing community wildfire resilience through a technically robust, CalFire and Healthy Forests Restoration Act-aligned, and locally tailored CWPP. This important project and final CWPP will complement the City's 2022 General Plan – Safety Element Goal 10-3: A community where people, property, and natural; resources are adapted to wildfire vulnerabilities.

Loma Linda's diverse wildland-urban interface, its exposure to Santa Ana wind-driven fire conditions, and the City's Local Hazard Mitigation Plan together highlight the urgency and importance of a modern, community-driven wildfire protection strategy. JGA's proposed approach leverages federal and state guidelines, GIS-based mapping, and deep stakeholder engagement to deliver an actionable, implementation-ready CWPP that reflects Loma Linda's unique geography, risk profile, and community values.

JGA is an Orange County-based firm with extensive experience supporting California communities in hazard mitigation planning, emergency management, and public safety. Our Project Manager, Mike Pelletier, will be supportedby a multidisciplinary team including Assistant Fire Chief Randy Black (Ret), Emergency Management Director Tony Coletta (Ret), and Hazard Mitigation Senior Advisor Patrick Marchman, AICP, ensuring technical excellence and strong local context.

Thank you for considering Jacob Green & Associates as your partner in this important planning effort. We look forward to the opportunity to collaborate with the City of Loma Linda to deliver a forward-thinking CWPP that will strengthen wildfire preparedness, reduce risk, and protect lives and property.

**Contact Information**


| | |
|---|---|
| Legal name: | **Jacob Green & Associates, Inc.** |
| Contact name: | Mike Pelletier |
| Address: | 13217 Jamboree Rd., #248, Tustin, CA 92782 |
| Telephone/Fax: | 909.229.3333 |
| Email: | mikep@jacobgreenandassociates.com |


Sincerely,

Jacob Green
President & CEO

# QUALIFICATIONS

## SECTION A

# QUALIFICATIONS

Jacob Green & Associates (JGA) is an Orange County-based firm composed of 30 seasoned local government professionals, collectively bringing over 600 years of municipal experience. Our team includes former Hazard Mitigation Planners, Emergency Managers, Community Planners, Police Chiefs, Fire Chiefs, and other subject matter experts in municipal operations and public safety. JGA brings a multidisciplinary team of experts with deep experience in local hazard mitigation planning, emergency management, resilience strategy, and training and exercises. Our team includes seasoned practitioners who have worked across jurisdictions at the local, county, state, and federal levels, bringing a balance of technical precision, operational practicality, and community engagement.

Our recent projects with significant wildfire planning components include the development of Local Hazard Mitigation Plans (LHMPs) for jurisdictions in San Bernardino, Riverside, San Diego and Los Angeles Counties. Our team members have deep experience in wildfire management and mitigation, with team members holding advanced certifications through the National Wildfire Coordinating Group (NWCG) and the California State Fire Marshal (CSFM), including qualifications as Strike Team/ Task Force Leaders, Engine Bosses, and Agency Representatives. Our experts have led county-level wildland mitigation programs in Orange County and have served in overhead command roles during some of Orange County's largest and most complex wildfires. This depth of operational expertise is directly applicable to the development of a technically sound, locally grounded, and implementation-ready Community Wildfire Protection Plan for the City of Loma Linda.

Several of these communities are adjacent to or partially within the wildland-urban interface as well as High and Very High Fire Hazard Severity Zones as defined by CAL FIRE. These planning projects reflect our ability to assess diverse WUI conditions, integrate regulatory frameworks, and develop practical, fundable risk reduction strategies.

JGA has completed the following work relevant to the City of Loma Linda's desired Scope of Service:

- Montebello Fire Department Community Risk Assessment and Standards of Cover (2023)
- El Centro Fire Department Strategic Plan (2025)
- Central County Fire Department Strategic Plan (2024)
- Southern Marin Fire District Strategic Plan (2024)
- City of Montebello Local Hazard Mitigation Plan Update (2025)
- City of Santa Fe Springs Local Hazard Mitigation Plan (2025)
- City of Cathedral City Local Hazard Mitigation Plan Update (2025)
- City of Dana Point Local Hazard Mitigation Plan (2024)
- City of Lake Forest Local Hazard Mitigation Plan Update (2024)
- City of Rialto Local Hazard Mitigation Plan Update (2024)
- City of West Hollywood Local Hazard Mitigation Plan Update (2024)
- Rincon Band of Luiseño Indian Tribal Hazard Mitigation Plan (2024)

**Mike Pelletier, Project Manager,** brings over 27 years of public sector experience, including six years as a Fire Deputy Chief. He has served as a lead contract administrator, grant writer, PIO, and project manager on major public safety initiatives. His grant work has secured funding from AFG, UASI, Homeland Security, and a $1.35M ARRA Fire Station Construction grant. Mike has managed significant capital projects, including apparatus replacement, fire station renovations, and the development of a $10 million fire training facility. He holds degrees in Business Administration and Fire Administration. Mike holds National Wildfire Coordinating Group (NWCG) and California State Fire Marshal (CSFM) Red Card certifications as a Strike Team/Task Force Leader, Engine Boss, and Agency Representative. He has served in overhead fire management roles during some of California's largest wildfires.

**Patrick Marchman,** AICP, is a nationally recognized hazard mitigation and climate resilience planner with over 15 years of experience developing FEMA- and Cal OES-compliant Local Hazard Mitigation Plans. He is one of the few Certified Environmental Planners in the United States and has directly supported FEMA Region IX and Cal OES through technical review and plan development. His expertise ensures alignment with federal regulations while advancing equity-centered, climate-informed mitigation strategies.

**Tony Coletta** brings over 30 years of public safety and emergency management experience, including service as Emergency Manager for the County of Riverside. He has led the development of Continuity of Operations Plans (COOP), Emergency Operations Plans (EOP), and training and exercise programs for jurisdictions throughout California. His approach prioritizes practical, operations-based outcomes tailored to each jurisdiction's real-world needs.

**Randy Black** brings over 39 years of fire service experience, including serving as Assistant Fire Chief of the Orange County Fire Authority. He has overseen wildland mitigation efforts in Orange County and held command positions in some of its largest wildfires. He previously served as Division Chief for multiple cities and held leadership roles in emergency management, communications, and public information. Randy also served as President of the California Fire Chiefs Association EMS Southern Section and Director of the FIRESCOPE EMS Section. Since joining JGA, he has supported strategic planning and emergency management projects for agencies across California, leveraging his command-level experience to improve organizational readiness and public safety outcomes.

JGA's Team Video Link: [Jacob Green and Associates - JGA - Your First Call]



## JACOB GREEN, MPA

President & CEO

Jacob has an extensive background in public safety and has overseen emergency management programs for over 18 years in his capacity as both Emergency Manager and the department head responsible for emergency management in various agencies including the cities of Santa Ana, Fountain Valley, Ontario and San Juan Capistrano. He specializes in seminar training and leadership coaching for municipal management staff involved with the planning and provision of emergency services. Jacob's key emergency management accomplishments include the creation of a new Bureau of Emergency Management for the City of Ontario, design and construction of Ontario's new $7 million Emergency Operations Center, and citywide disaster training/exercises, emergency operations plan writing, hazard mitigation plan writing, management of the emergency operations center during disaster activations, and community engagement and public education activities for multiple cities. Jacob also has served as the Ontario Fire Department's lead Public Information Officer and Grant Manager.



## MIKE PELLETIER

Project Manager // Fire Service

Mike Pelletier has over 27 years of experience working in the public sector, serving as a Fire Deputy Chief his last six years. Mike served as the lead contract administrator, grant writer, lead Public Information Officer, and lead project manager on numerous high-profile projects. As a grant writer, Mike has successfully written and been awarded numerous public safety grants including Assistance to Firefighter's Grants, UASI and Homeland Security grant proposals, and a $1.35 million American Recovery and Reinvestment Act (ARRA) Fire Station Construction grant. Mike has also overseen numerous projects that include the replacement of all frontline fire apparatus, complete renovation of five fire stations, the establishment of a temporary fire station, construction of a new fire facility, and the final design and construction of a $10 million dollar fire training facility. Mike holds an Associate's Degree in Business Administration and a Bachelor's Degree in Fire Administration. Mike holds National Wildfire Coordinating Group (NWCG) and California State Fire Marshal (CSFM) Red Card certifications as a Strike Team/Task Force Leader, Engine Boss, and Agency Representative. He has served in overhead fire management roles during some of California's largest wildfires.



## PATRICK MARCHMAN, AICP, SCR

### Senior Advisor // Hazard Mitigation, Climate and Resilience Advisor

Patrick Marchman has 20 years of experience as a planner with experience in multiple components of comprehensive planning, including zoning, transportation, resilience and sustainability, environmental and economic development. His work initially focused on developing and managing the NEPA process for multi-billion-dollar infrastructure projects. Patrick then moved into hazard mitigation and disaster risk reduction planning while working with the U.S. Federal Emergency Management Agency, writing and reviewing over a dozen hazard mitigation plans. After a four-year stint managing the environment and real estate programs and working closely with Metropolitan Planning Organizations supporting local and regional transportation planning, for the U.S. Federal Highway Administration's Michigan Division, he shifted to the private sector, supporting climate adaptation and sustainability strategy for a wide range of public and private sector clients. Since 2011, Patrick has been a member of the American Institute of Certified Planners, and has delivered presentations at national planning conferences as well as many planning-related publications. He also holds a certification in Sustainability and Climate Risk from the Global Association of Risk Professionals. Patrick has served in leadership roles in several professional organizations as well as on his City's Zoning Board of Appeals, and has a commitment to leading the development of new practice areas within the planning profession.



## TONY E. COLETTA JR., MPA, CEM, MPM

### Senior Advisor // Emergency Management

Tony's focus is on assisting clients solve local challenges through innovative, cooperative, and sustainable public safety solutions. As a proven leader, he excels in problem-solving, alliance building, and organizational communication, and delivering results-driven solutions for today's municipal challenges. Tony has built highly effective emergency management teams, led multi-million-dollar regional homeland security programs, coordinated statewide public safety initiatives, authored best practice emergency plans, and leveraged federal agencies and funding to solve local homeland security and emergency management challenges. Tony Coletta brings 35 years of public safety experience, with 25 years dedicated to emergency management and homeland security administration. His expertise spans emergency planning, training and exercises, hazard and risk mitigation, organizational assessments, and strategic planning. Tony's extensive background includes state, federal, and international disaster deployments. He has made notable achievements in instructing and course design, emergency operations center design, recruitment, succession planning, and grant and performance management. Tony is an internationally Certified Emergency Manager and holds degrees in Emergency Medical Services Administration, Police Service Administration, Fire Service Administration, and Public Administration.



## RANDY BLACK

Senior Advisor // Fire Service

Randy has 39 years of local fire service experience, including serving as Assistant Fire Chief of the Orange County Fire Authority. He began his career as a Reserve Firefighter with the Santa Ana Fire Department in 1985. He rose through the ranks, becoming a Chief Officer in 2003. The last position he held before retirement was Assistant Chief overseeing Operations Training, and EMS Operations and the wellness program for the Orange County Fire Authority. His prior assignments included serving as Division Chief overseeing the Cities of Santa Ana, Yorba Linda, Tustin and Villa Park, Emergency Planning and Coordination, Emergency Communication Center Manager, Public Information Officer, and Emergency Management Coordinator. He served as president of the California Fire Chiefs Association EMS Southern Section and Director of the FIRESCOPE EMS section. He holds a bachelor's degree in Public Fire Protection Administration. Since joining Jacob Green and Associates, Randy has guided strategic planning, emergency management advisory, and community engagement projects for organizations across California. He has supported goal setting and implementation tracking for a regional fire district, advised on emergency management strategies for a municipal fire department, and facilitated a strategic retreat for a neighborhood resilience network. His command-level experience benefits agencies focused on improving readiness, internal alignment, and public safety outcomes. He has overseen wildland mitigation efforts in Orange County and held command positions in some of its largest wildfires.



## NICOLE BEACH

Director of Strategic Initiatives

Nicole Beach is a project management and strategy delivery leader who specializes in assisting organizations in realizing value by aligning strategy with execution. Nicole collaborates closely with our clients to develop work plans that ensure their success in executing strategic goals and provides project management oversight across all projects. Before joining JGA, Nicole amassed a wealth of experience leading complex technology, organizational, and strategic projects, including M&A integrations, ERP implementations, and process improvement initiatives. Most recently, she oversaw Project Management Offices and Strategic Portfolio Management for SAFEbuilt, Citrix, and Sport Clips. Nicole holds certifications as a Project Management Professional (PMP) and Lean Six Sigma Green Belt. She also earned an MBA with a concentration in Process Improvement from Nova Southeastern University.



## DAVE BROWN

### Leadership Development Partner

Chief Dave Brown, (ret.) is passionate about helping public sector executives and organizations succeed in a dynamic and challenging environment, especially when facing leadership, political, or personnel challenges. Chief Brown has held command positions in every division of law enforcement including many years as a Chief of Police. He has also served as Director of Public Safety, Assistant City Manager, and several stints as Interim City Manager. In 2017, Chief Brown was recruited by the City of Menifee, California, to spearhead the creation of the Menifee Police Department. Over the next three years, Brown created and implemented a robust, data-driven strategy, successfully launching the new Menifee Police Department on July 1, 2020. More recently, Dave served as the Executive Director of the Riverside Sheriffs' Association (RSA), one of the largest law enforcement labor organizations in the country.



## MEGHAN MURRAY

### Project Specialist

Meghan Murray has over 24 years of experience in Operations Management, Program Management, Personnel Management, Executive Communication, and Continuous Process Improvement. Meghan served in the Air Force for 22 years and has extensive background in Organizational Development. Meghan excelled in overseeing operations, professional development, and personnel programs for organizations and has directed multiple programs valued at $1B while managing risk, safety, and compliance. Meghan holds a Master of Science degree with a specialty in Human Resource Management bringing to the team an extensive knowledge in team leadership, strategic planning, and data driven decision making. As a Project Specialist with JGA, Meghan supports the Organizational Development and Emergency Management Departments by coordinating projects, managing timelines, and ensuring the successful execution of department initiatives.

# WORK PLAN

## SECTION B

# WORK PLAN

The City of Loma Linda is seeking a qualified and experienced consulting firm to develop a comprehensive Community Wildfire Protection Plan (CWPP) in accordance with the CalFire guidelines. The purpose of this project is to enhance community resiliency, reduce wildfire risks, and ensure coordinated wildfire prevention and response strategies. The selected consultant will work collaboratively with city officials, local agencies, community stakeholders, and fire professionals to deliver a strategic and actionable CWPP over a two-year period.

Consistent with Loma Linda's desired scope of work, Jacob Green & Associates (JGA) will develop a Community Wildfire Protection Plan (CWPP) for the City of Loma Linda that aligns with federal and state guidelines, including the Healthy Forests Restoration Act (HFRA), California Fire Safe Council standards, and CAL FIRE's forthcoming 2025 Fire Hazard Severity Zone maps. The CWPP will incorporate best practices from the U.S. Fire Administration (USFA) and include a defensible space assessment, vegetation management prioritization, and community engagement strategy.

The plan will integrate GIS-based story mapping to enhance visualization, facilitate transparent public communication, and support long-term implementation. Through localized risk analysis and collaboration with Loma Linda Fire & Rescue, the CWPP will identify wildfire hazards, define clear mitigation actions, and provide a path forward to strengthen community readiness and resilience.

## PROJECT DELIVERABLES

At the conclusion of the project, JGA will deliver the following materials:

1. A final Community Wildfire Protection Plan customized for the City of Loma Linda, in printable and editable formats.
2. Supportive Materials
    a. GIS-based wildfire hazard and vegetation treatment maps
    b. Interactive Story Map (ESRI-compatible)
    c. Implementation Action Plan with timelines, responsibilities, and funding alignment

Upon completion, the City of Loma Linda will realize the following benefits:

- Increased community resilience by reducing wildfire risk and strengthening readiness to protect lives, property, and infrastructure.
- Enhanced local understanding of wildfire risk in Loma Linda's wildland-urban interface through high-resolution mapping and community education.
- Clear, prioritized vegetation and fuel reduction strategies tailored to high-risk areas, supporting both defensible space compliance and long-term mitigation.

# PROJECT WORK PLAN

Jacob Green & Associates proposes a structured, phased approach to develop a comprehensive Community Wildfire Protection Plan for the City of Loma Linda. This approach is aligned with the Scope of Work outlined in the City's RFP and integrates HFRA standards, local risk conditions, defensible space analysis, and public engagement. The work plan is designed to produce actionable strategies through cross-departmental collaboration, GIS-driven risk assessment, and community-centered planning. Each phase builds toward an implementation-ready CWPP that reflects Loma Linda's priorities, regulatory environment, and commitment to wildfire resilience.

JGA will complete this project in 12 months.

## Phase 1: Collaboration and Stakeholder Engagement

Effective wildfire planning is rooted in collaboration, transparency, and the integration of local knowledge with technical expertise. Jacob Green & Associates (JGA) will begin the CWPP development process by assembling a multi-sector collaborative working group composed of representatives from Loma Linda Fire & Rescue, city departments (Planning, Public Works, Emergency Management), elected officials, local Fire Safe Councils, community-based organizations, and relevant stakeholders from CAL FIRE and San Bernardino County.

### Review and Evaluation of Existing Plans

As an initial task, JGA will conduct a structured evaluation of any existing Community Wildfire Protection Plan (CWPP) or related wildfire mitigation documents previously developed for the City of Loma Linda. This review will assess:

- Structural completeness and alignment with HFRA, NFPA 1144, and CAL FIRE CWPP guidance;
- Consistency with Loma Linda's General Plan Safety Element and relevant components of San Bernardino County and CAL FIRE Unit Fire Plans;
- Use of fire history, fuel loading, and risk modeling methodologies;
- Integration of previous community engagement outcomes and implementation tracking.

This review will identify outdated, incomplete, or inconsistent elements and directly inform the structure and content of the updated CWPP to ensure technical rigor, compliance to regulatory standards, and feasibility in on-the-ground implementation.

### Formation of Advisory Group and Community Input Mechanisms

We will formalize an advisory group to serve as a steering body throughout the plan's development. This group will participate in:

- A project kickoff meeting to review scope, goals, and project timeline;
- Monthly or bi-monthly coordination calls to review deliverables and shape risk and mitigation findings;
- Vetting and validating preliminary risk maps, mitigation priorities, and proposed vegetation treatment approaches.

### Community Workshops and Engagement Strategy

JGA will host at least two public workshops to educate residents on wildfire preparedness, clearing practices, and defensible space requirements. These sessions will be designed to:

- Build community understanding of Loma Linda's specific wildfire risks;
- Present early GIS and risk modeling results in an accessible format;
- Solicit localized knowledge, perceptions of risk, and recommendations for mitigation priorities;
- Deliver culturally competent, multilingual content that is ADA-compliant and geographically relevant to impacted neighborhoods.

Complementary to these workshops, JGA will deploy brief community surveys and one-on-one interviews with residents, business owners, and community leaders, especially those in high-risk zones, to gather qualitative data on historic fire response, current preparedness practices, and barriers to defensible space maintenance.

All stakeholder and community engagement activities will be documented and summarized within the final CWPP, along with specific recommendations to sustain community participation in the plan's implementation phase.

## Phase 2: Risk and Hazard Assessment

A technically sound and locally relevant wildfire risk assessment is the foundation of an effective CWPP. JGA will conduct a multi-layered analysis of Loma Linda's wildfire hazards and vulnerabilities, integrating up-to-date science, spatial data, and predictive modeling tools. This assessment will directly inform mitigation strategies and serve as the basis for project prioritization and funding eligibility.

### Review and Evaluation of Risk Elements

Informed by our earlier plan review and stakeholder engagement, JGA will evaluate the latest wildfire behavior science, updated guidance from the Healthy Forests Restoration Act (HFRA), the National Fire Protection Association (NFPA 1144), and the 2025 California Fire Hazard Severity Zone (FHSZ) maps. We will identify gaps in previous risk analysis approaches, particularly regarding fuel modeling, community vulnerability, and fire spread dynamics. Our work will ensure the revised CWPP reflects current conditions and best practices.

### A. Vegetation Modeling and Fuel Load Mapping

Using geospatial data from CALVEG, LANDFIRE, City parcel records, and recent high- resolution imagery, JGA will conduct a full-scale vegetation assessment to:

- Identify continuous or overgrown fuel corridors;
- Map high-density vegetation near critical infrastructure or residential clusters;
- Classify vegetation types by fire potential and maintenance needs;
- Pinpoint zones where existing vegetation conditions warrant mechanical, biological, or manual treatment.

Vegetation layers will be validated with available City records and, where feasible, site- specific verification. This analysis will be visualized in GIS and form the basis for prioritized fuel reduction planning.

### B. Neighborhood-Level Wildfire Risk Analysis

Using a parcel-based approach, JGA will develop a wildfire risk index that evaluates how hazard variables interact with built environment exposure. This analysis will incorporate:

- Historical fire perimeters and ignition points;
- Slope, aspect, and elevation gradients from topographic data;
- Wind corridor modeling and prevailing directionality;
- Building and population density;
- Known access and evacuation constraints.

We will also assess vulnerable populations, such as seniors, renters, or residents with limited mobility, using Census data and existing City demographic profiles. These insights will help guide mitigation strategies and equitable implementation phasing.

### C. Fire Behavior Modeling and Predictive Tools

Where appropriate, advanced modeling platforms such as FlamMap or FARSITE may be employed to simulate fire spread under varying conditions, such as extreme wind events or peak seasonal fuel loads. These models provide valuable insight into fire behavior scenarios for high-risk neighborhoods, open space edges, and major ingress/egress routes.

### D. Integration of 2025 FHSZ Maps and Regulatory Compliance

All spatial analysis will incorporate the latest Fire Hazard Severity Zone maps released by CAL FIRE in March 2025, ensuring consistency with state-level risk designations. These maps will be overlaid with Loma Linda's development pattern, public infrastructure, and city- maintained lands to ensure the CWPP aligns with current regulatory expectations and supports future funding eligibility.

Risk assessment results will be synthesized into a GIS map suite, a detailed risk narrative within the CWPP, and a publicly accessible interactive story map. This data will also support the prioritization matrix in the implementation plan.

## Phase 3: Mitigation Planning

The City of Loma Linda's CWPP will outline targeted, site-specific mitigation strategies to reduce wildfire ignition potential, slow fire spread, and protect life and property— particularly in the Wildland-Urban Interface (WUI). These strategies will be informed by risk analysis, stakeholder input, and field assessments, and will reflect best practices from CAL FIRE, the California Fire Safe Council, FEMA, and NFPA.

### A. Vegetation Management on City-Owned Properties

Building on the vegetation modeling from the risk assessment phase, JGA will identify and prioritize vegetation management needs on City-owned lands, including:

- Steep slopes and undeveloped parcels adjacent to residential areas;
- Utility corridors, drainage easements, and linear open space buffers;
- Rights-of-way and areas with limited fire service access.

Each treatment zone will be assigned a priority level based on slope, vegetation type, proximity to structures, community vulnerability, and regulatory requirements. Mapping and tabular summaries will allow the City to phase work based on available resources and funding opportunities.

### B. Treatment Methods and Maintenance Strategies

JGA will provide specific recommendations for fuel reduction methods based on field conditions, ecological sensitivity, access, and long-term maintainability. Proposed techniques will include:

- Mechanical thinning: Ideal for larger or flatter accessible areas;
- Hand removal: Recommended for sensitive ecological areas, steep terrain, and transitional buffers;
- Herbicide application: When used appropriately and consistent with Integrated Pest Management (IPM) and environmental regulations;
- Biological treatment (e.g., goat grazing): Effective for cost-efficient, environmentally sustainable maintenance, particularly on slopes or in riparian transition zones.

Each treatment method will be described with detail on required equipment, timing (e.g., seasonal weather conditions), labor needs, environmental considerations, and follow-up maintenance intervals. These recommendations will be designed to comply with California Public Resources Code and Loma Linda Fire Department's vegetation clearance standards.

### C. Best Practice Integration and Regional Coordination

JGA will ensure that all proposed mitigation strategies reflect current wildfire science and statewide defensible space requirements. Key topics integrated into the CWPP will include:

- Home hardening measures, especially for structures located in Very High Fire Hazard Severity Zones;
- Defensible space strategies, aligned with Public Resources Code Sections 4291 and 4291.3, including recommended clearance distances and vertical separation;
- Roadside vegetation clearance to support safe ingress/egress and emergency response access;
- Fuel breaks and buffer treatments along high-risk open space edges and subdivision perimeters.

JGA will also explore coordination opportunities with CAL FIRE, San Bernardino County Fire Protection District, and regional Fire Safe Councils to identify shared priorities, funding leverage, and mutual aid implications for treatment implementation. This includes identifying where fuel breaks or strategic fire management zones could be aligned across jurisdictional boundaries to improve wildfire resilience at the landscape scale.

All mitigation strategies will be presented in a tabular format with treatment area IDs, method recommendations, responsible entities, estimated costs, and funding alignment where applicable. These will be accompanied by clear maps and descriptions in the CWPP to guide implementation and integration into City operations and capital planning processes.

## Phase 4: GIS Story Mapping

As part of the CWPP deliverables, Jacob Green & Associates will design and deliver an interactive GIS Story Map tailored to the City of Loma Linda. This dynamic tool will enhance wildfire risk communication, support operational planning, and serve as an accessible interface for public education and transparency.

### A. Interactive Risk Visualization and Mapping

JGA will develop layered, interactive GIS maps that illustrate the key findings and mitigation priorities identified in the CWPP, including:

- High-risk vegetation areas requiring fuel treatment or defensible space enforcement;
- City-owned parcels prioritized for clearing, with treatment type and urgency;
- Evacuation routes and access-constrained neighborhoods, to support emergency planning;
- Fire Hazard Severity Zones (Very High, High, Moderate) per the March 2025 CAL FIRE update;
- Community vulnerability overlays, showing intersections of wildfire risk with demographic or infrastructure exposure.

Each map layer will be structured for intuitive navigation and will include supporting narrative content to explain what the data means and how it can be used. This includes embedded legends, clickable features, and explanatory text for general public use.

### B. Visualization of Cleared Zones and Ongoing Maintenance Needs

To support both immediate implementation and future planning, the GIS Story Map will include a dedicated layer and visual toolset for:

- Tracking cleared vs. untreated zones, including treatment history where data is available;
- Identifying zones requiring annual, biennial, or triennial maintenance;
- Mapping areas adjacent to critical infrastructure that require special attention (e.g., schools, hospitals, power infrastructure);
- Linking mapped parcels to proposed mitigation strategies and responsible departments or partners.

Where possible, JGA will develop a geodatabase that links treatment recommendations to parcel-level records, enabling staff to track implementation progress and document compliance for future funding applications or audits.

### C. Platform and Accessibility

The Story Map will be built using ESRI ArcGIS Online, ensuring full compatibility with Loma Linda's existing GIS systems. The design will:

- Be optimized for both desktop and mobile viewing;
- Follow web accessibility guidelines (WCAG 2.1);
- Be configured to allow city staff editing rights or future updates without reliance on third- party licenses.

We will also provide the City with a complete GIS data package (shapefiles and metadata), static map series in PDF format for offline use, and basic staff training to support ongoing Story Map maintenance or expansion.

This GIS product will be a central tool in both communicating the CWPP to the public and guiding internal implementation actions across City departments.

## Phase 5: Plan Integration

To ensure the CWPP is actionable, enforceable, and strategically aligned with Loma Linda's existing planning infrastructure, Jacob Green & Associates will perform a comprehensive integration of the wildfire mitigation strategies into the City's regulatory, policy, and planning documents.

### A. Alignment with the General Plan and Emergency Operations Plan

The CWPP will be evaluated for compatibility with the City of Loma Linda's General Plan, with particular focus on:

- The Safety Element, including goals, policies, and implementation actions related to wildfire risk reduction, evacuation access, and development constraints in high-hazard zones;
- The Land Use Element, to ensure land management recommendations in the CWPP reinforce long-term development patterns that reduce WUI exposure;
- Relevant components of the Open Space and Conservation Elements, especially where vegetation management intersects with habitat protection or recreational use.

Additionally, the CWPP will be cross-referenced with Loma Linda's Emergency Operations Plan (EOP) to ensure consistency with:

- Incident command and coordination protocols;
- Evacuation zones, staging areas, and critical infrastructure protection;
- Communication strategies for high-risk communities during wildfire events.

The CWPP will provide specific recommendations for any needed updates or crosswalks between these foundational plans to support regulatory consistency and coordinated implementation.

### B. Consistency with Fire Codes and WUI Standards

JGA will review and align all proposed wildfire mitigation strategies with applicable codes and standards, including:

- The Loma Linda Municipal Code, particularly provisions related to vegetation maintenance, defensible space, and open space management;
- The California Fire Code, with focus on Chapter 49 (Requirements for WUI Fire Areas) and Chapter 7A (Materials and Construction Methods for Exterior Wildfire Exposure);
- The 2024 International Wildland-Urban Interface Code (IWUIC), particularly as it pertains to parcel-level defensible space, fuel treatment, and access/egress design.

This alignment will include a regulatory crosswalk table identifying where CWPP recommendations support existing standards or where code revisions or clarifications may enhance compliance and enforcement. Special attention will be given to identifying gaps in defensible space enforcement, building material standards in Very High Fire Hazard Severity Zones, and maintenance responsibilities on city-owned and private properties.

Through this integration effort, the CWPP will not only guide wildfire mitigation actions but also strengthen the City's regulatory foundation to support future development approvals, capital improvement planning, and hazard mitigation funding.

## Phase 6: Action Plan Development

To ensure that the CWPP moves beyond analysis into action, Jacob Green & Associates will develop a comprehensive implementation strategy that is practical, phased, and aligned with the City's staffing and budgetary resources. This action plan will enable the City to sequence vegetation management, public education, and infrastructure protection efforts based on relative risk and operational feasibility.

### A. Prioritized Clearing and Treatment Implementation Plan

JGA will develop a detailed implementation matrix that:

- Identifies city-owned properties, utility corridors, and right-of-way areas requiring vegetation treatment;
- Assigns priority rankings to each site using wildfire risk scores derived from the hazard assessment phase;
- Recommends specific treatment methods (e.g., mechanical thinning, biological grazing, hand removal);
- Includes timeframes for treatment across 1-, 3-, and 5-year intervals, structured to reflect urgency and seasonal constraints;
- Provides estimated cost ranges and potential funding sources, with special attention to Fire Safe Council grants, FEMA BRIC programs, and CAL FIRE's Fire Prevention Grant Program.

This matrix will be supplemented with GIS visualizations, a proposed treatment calendar, and suggested roles for interdepartmental collaboration, contractors, and external partners.

### B. Community Engagement and Participation Strategies

Recognizing that private parcels represent a large share of wildfire exposure in Loma Linda, JGA will include strategies for promoting resident involvement in defensible space maintenance and fire preparedness. These strategies will include:

- Templates and outreach materials for education campaigns focused on vegetation clearance requirements and home hardening practices;
- A framework for neighborhood clearing days or Firewise USA–aligned community mitigation events;
- Recommendations for incentive or rebate programs for vegetation removal or fire- resistant landscaping;
- Strategies for reaching and assisting vulnerable populations, including seniors and households with access or financial constraints.

The action plan will incorporate equity-focused engagement recommendations to ensure participation across diverse neighborhoods, with multilingual and accessible materials to maximize reach.

### C. Monitoring and Adaptive Management Framework

The CWPP will also outline a basic performance tracking and monitoring framework, including:

- Recommended metrics to evaluate progress (e.g., acres treated, public participation rates, fire incidents in priority zones);
- Suggested roles for City staff and external partners in ongoing implementation and data collection;
- Guidance on updating the CWPP at regular intervals or in response to major wildfire events, regulatory changes, or infrastructure expansion.

This approach will ensure that the CWPP functions as a living document—grounded in technical rigor, supported by community buy-in, and adaptable to emerging risks and opportunities.

## Phase 7: Final Deliverables

Jacob Green & Associates will provide the City of Loma Linda with a full suite of deliverables that meet the requirements of a compliant, actionable, and community-supported Community Wildfire Protection Plan (CWPP). These deliverables will be structured for both technical use and public engagement, ensuring usability by City departments, regional partners, and residents alike.

### A. Draft and Final CWPP Documents

- A Draft CWPP will be submitted for City review no later than November 3, 2025, incorporating all risk analyses, mitigation strategies, public input summaries, and mapping products.
- A Final CWPP will be delivered by April 3, 2026, incorporating revisions based on staff and community feedback, and formatted for adoption, grant submission, and long-term operational use.
- The CWPP will be provided in both print-ready (PDF) and editable (Word/Google Docs) formats, with clear sectioning, integrated graphics, and an executive summary suitable for broad distribution.

### B. GIS Story Map and Digital Mapping Products

- A publicly accessible interactive GIS Story Map, hosted through ArcGIS Online (or a platform of the City's choosing), designed for both internal planning and external community engagement.
- A downloadable map packet, including:
    - Fire Hazard Severity Zones (per March 2025 update),
    - Priority fuel treatment zones and vegetation types,
    - Evacuation routes and constrained access areas,
    - City-owned properties requiring clearing or treatment.
- Fully attributed GIS shapefiles and metadata for integration into Murrieta's existing systems.

**C. Wildfire Risk Analysis and Prioritized Implementation Plan**

- A full risk profile narrative and scoring matrix, aligned with NFPA 1144 and CAL FIRE CWPP guidelines;
- A prioritization matrix for vegetation treatment, home hardening outreach, and public education efforts;
- A phased implementation plan with cost estimates, treatment timelines, responsible departments, and monitoring metrics.

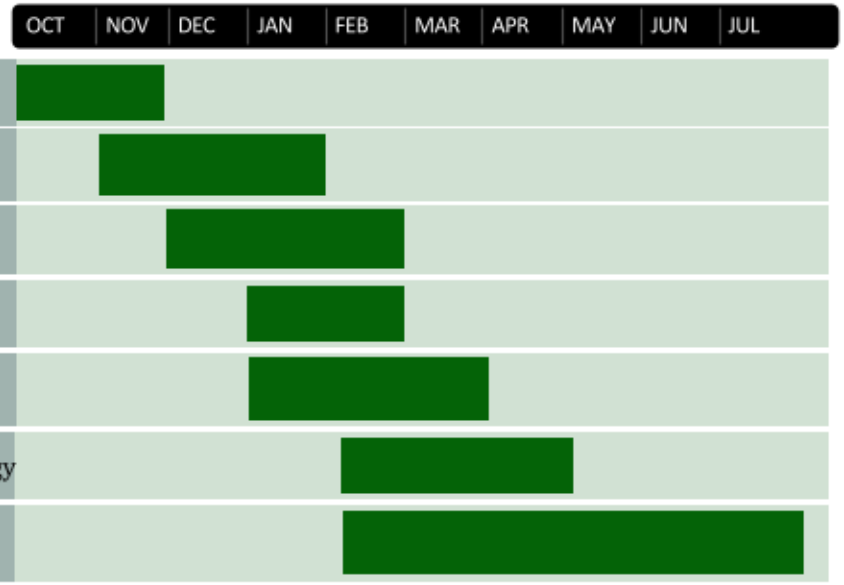
**D. Supporting Materials**

- Engagement documentation, including summaries of public meetings, surveys, and stakeholder interviews;
- Customizable community outreach templates (flyers, social media, signage) to support continued education on defensible space and home hardening;
- A brief slide deck summarizing key CWPP findings and recommendations for use with City Council, community groups, or grant funders.

Together, these deliverables will provide Loma Linda with a technically rigorous, visually compelling, and locally grounded CWPP—positioning the City to reduce wildfire risk, build community resilience, and access state and federal wildfire mitigation funding streams.

# SCHEDULE

| | |
|---|---|
| Phase 1: Collaboration & Engagement | Milestones - **Kickoff Meeting (October 2025)**, Stakeholder Onboarding, Plan Review |
| Phase 2: Risk and Hazard Assessment | Milestones - Fire Risk Modeling, GIS Analysis, Vegetation Mapping |
| Phase 3: Mitigation Planning | Milestones - Fuel Treatment Planning, **Community Workshops (January 2026)** |
| Phase 4: GIS Story Mapping | Milestones - Development of GIS Layers and Web-based Story Map |
| Phase 5: Plan Integration | Milestones - Policy and Code Crosswalk, Integration with City Plans |
| Phase 6: Action Plan Development | Milestones - Implementation Matrix, Prioritization, Engagement Strategy |
| Phase 7: Final Deliverables | Milestones - **Draft Plan (July 2026),** Feedback, Revisions, **Final Plan (October 2026)** |



# REFERENCES

## SECTION C

# REFERENCES

## CITY OF MONTEBELLO

Fernando Pelaez, Fire Chief
fpelaez@montebelloca.gov
323.887.4510
Services - Community Risk Assessment/Standards of Cover
Location - Montebello, California

## CITY OF REDLANDS

Rich Sessler, Fire Chief
rsessler@cityofredlands.org
909.798.7600
Services - Emergency Management Support Services, Exercise & Training Support, Gap Analysis, EOC Design, and Disaster Recovery Plans
Location - Redlands, California

## CITY OF RIALTO

Chris Jensen, Interim Fire Chief
cjensen@confire.org
909.820.2501
Services - Emergency Management Support Services, Local Hazard Mitigation Plan
Location - Rialto, California

# COST PROPOSAL

## SECTION C

# COST PROPOSAL

This proposal outlines the total all-inclusive not-to-exceed maximum price of **$144,950**, which encompasses all the necessary tasks, deliverables, and expenses associated with successfully completing the scope of work outlined in the request for proposals. Our cost proposal includes detailed budgets for each significant milestone, providing transparency and ensuring that all aspects of the project are accounted for. Our goal is to provide a comprehensive and competitive cost proposal that reflects our understanding of the project's requirements and our commitment to delivering high-quality results.

| Task | Fee |
|---|---|
| **Phase 1: Collaboration and Stakeholder Engagement** | $8,000 |
| **Phase 2: Wildfire Risk and Hazard Assessment** | $32,250 |
| **Phase 3: Mitigation Planning** | $24,500 |
| **Phase 4: GIS Story Mapping Development** | $14,500 |
| **Phase 5: Plan Integration and Policy Alignment** | $11,750 |
| **Phase 6: Action Plan and Implementation Framework** | $29,950 |
| **Phase 7: Final Deliverables and Approvals** | $24,000 |
| **Total (All-Inclusive, Not-to-Exceed):** | $144,950 |

Each task includes anticipated staff labor, GIS/technical analysis time, meeting facilitation, stakeholder coordination, and production of mapped and written deliverables. Travel and other incidental costs are included.

## Exclusions:

The following program expenses are not included in consultant fees and are the responsibility of the City, if necessary -

- Printing of program materials
- Public Meeting Notices
- Venue rental fees
- Advertisement/marketing expenses
- Food and beverages for trainings and/or meetings
- Translation Services - In-person/documents

## Invoicing Schedule:

Monthly invoices will be submitted based on a percentage of milestones completed.

## Late Payment Fee:

All invoices are due and payable within 30 days of the invoice date. Any invoice not paid within 30 days will be subject to a late payment fee. A fee of 1.5% per month will be added to the outstanding balance until the invoice is paid in full.

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**F. Adopt Council Bill #R-2025-37 - A Resolution Modifying Conditions of Employment, Benefits, and Salary for the Members of the Teamsters (Public Works) and Teamsters (Administration) Effective October 19, 2025 (Administration) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5F. |

| To | From |
|---|---|
| City Council | Jennifer Pearsall, Human Resources/Risk Management Analyst |

| Via |
|---|
| T Jarb Thaipejr, City Manager |

## RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Council Bill No. R-2025-37, waive the reading in its entirety and read by title only a Resolution approving the negotiated adjustments to employee compensation and benefits. Adoption of the resolution will authorize updates to the applicable Memorandum of Understanding (MOUs), Benefit Profile, and Citywide Salary Schedule; and
2. Approve the Supplemental Appropriations as noted under the Financial Impact to implement the agreed-upon changes.

## BACKGROUND:

The City engaged in negotiations with Public Works Employees Bargaining Unit, Teamsters Local 1932 (Teamsters Public Works) and Professional & Administrative Employees Bargaining Unit, Teamsters Local 1932 (Teamsters Admin) regarding terms and conditions of employment. These discussions led to a three (3) year tentative agreement for both groups, effective from July 1, 2025, through June 30, 2028, which has been ratified by the employees and is now presented to the Council for approval.

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

The supplemental appropriation for the salary and benefits of the Engineering Technician I classification, approved by the City Council on August 12, 2025, was not correctly reflected in the original recommendation; therefore, it has been included in this report for approval.

## ANALYSIS:

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

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

**Teamster Group Supplemental Appropriation**

| | Salaries 50010 | Benefits 50500 | Total |
|---|---|---|---|
| **General Fund** | | | |
| 0011400 | $ 3,100 | $ 600 | $ 3,700 |
| 0011500 | 500 | 100 | 600 |
| 0011600 | 2,000 | 400 | 2,400 |
| 0011650 | 500 | 100 | 600 |
| 0012050 | 2,000 | 300 | 2,300 |
| 0012060 | 2,000 | 100 | 2,100 |
| 0012070 | 2,100 | 300 | 2,400 |
| 0012130 | 300 | - | 300 |
| 0013030 | 1,700 | 300 | 2,000 |
| 0013100 | 300 | 100 | 400 |
| 0013200 | 3,000 | 300 | 3,300 |
| 0013400 | - | - | - |
| 0013600 | 2,700 | 500 | 3,200 |
| 0013610 | 100 | - | 100 |
| 0014200 | 15,300 | 2,300 | 17,600 |
| 0014400 | - | - | - |
| **General Fund Total** | **35,600** | **5,400** | **41,000** |
| | | | |
| **LLCCP** | | | |
| 4405900 | 400 | - | 400 |
| **LLCCP Total** | **400** | | **400** |
| | | | |
| **Sewer** | | | |
| 4053500 | 11,900 | 2,100 | 14,000 |
| **Sewer Total** | **11,900** | **2,100** | **14,000** |
| | | | |
| **Water** | | | |
| 4657000 | 6,900 | 900 | 7,800 |
| 4657010 | 12,800 | 2,200 | 15,000 |
| 4657020 | 12,800 | 2,200 | 15,000 |
| 4657030 | 6,100 | 1,200 | 7,300 |
| **Water Total** | **38,600** | **6,500** | **45,100** |

| | | | |
|---|---|---|---|
| **Grand Total** | **$ 86,500** | **$ 14,400** | **$ 100,500** |

Engineering Technician I Supplemental Appropriation Amount

**Supplemental Appropriation Amount**

| Organization | Object | Description | Supplemental Appropriation Amount |
|---|---|---|---|
| 0013100 | 50010 | Salaries Regular | $ 14,500 |
| 4657000 | 50010 | Salaries Regular | 29,000 |
| 4053500 | 50010 | Salaries Regular | 14,500 |
| 0013100 | 50500 | Benefits | 9,000 |
| 4657000 | 50500 | Benefits | 17,900 |
| 4053500 | 50500 | Benefits | 9,000 |
| | | | $ 93,900 |

| | |
|---|---|
| General Fund | 23,500 |
| Water Fund | 46,900 |
| Sewer Fund | 23,500 |
| | $ 93,900 |

## Attachments

Resolution_Council Bill #R-2025-37_MOU Teamsters.pdf

Exhibit A.pdf

Exhibit B.pdf

Exhibit C.pdf

Exhibit D.pdf

Exhibit E.pdf

**RESOLUTION NO. R-2025-37**

**A RESOLUTION OF THE LOMA LINDA CITY COUNCIL, MODIFYING CONDITIONS OF EMPLOYMENT, BENEFITS, AND SALARY FOR THE MEMBERS OF THE TEAMSTERS (PUBLIC WORKS); TEAMSTERS (ADMINISTRATION) EFFECTIVE OCTOBER 19, 2025.**

**WHEREAS,** the City of Loma Linda and Public Works Employees Bargaining Unit, Teamsters Local 1932 (Teamsters Public Works) and Professional & Administrative Employees Bargaining Unit, Teamsters Local 1932 (Teamsters Admin), conferred in good faith;

**WHEREAS,** having concluded negotiations the parties have reached agreements, effective July1, 2025 until June 30, 2028;

**WHEREAS,** the City of Loma Linda ("City") contracts with the California Public Employees' Retirement System ("CalPERS") to provide retirement benefits for its employees;

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

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

**WHEREAS,** funds in the amount of $100,500.00 are reallocated to cover the increased costs associated with modifications to the two Memoranda of Understanding (MOUs).

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

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

**Section 2:**

1. Salary and title adjustments for Teamsters Public Works, attached hereto as Exhibit A, is hereby ratified.

2. Salary and title adjustments for Teamsters Admin, attached hereto as Exhibit B, is hereby ratified.

3. Memorandum of Understanding between City of Loma Linda and Teamsters Public Works hereto as Exhibit C, is hereby ratified.

4. Memorandum of Understanding between City of Loma Linda and Teamsters Admin hereto as Exhibit D, is hereby ratified.

**Section 3:** The pay schedule for all employees of the City, which shall be effective October 14, 2025, is hereby updated in the Salary Table, attached hereto as Exhibit E.

**Section 4:** The reallocation totaling $194,400 from various funds, as outlined in the Financial Impact section of the corresponding staff report, funds the increased costs associated with the modifications to the two Memoranda of Understanding (MOUs).

**PASSED AND ADOPTED** by the City Council of Loma Linda, California this 14th day of October, 2025, by the attached vote:

_____
Phillip Dupper, Mayor

ATTEST:

_____
Lynette Arreola, City Clerk

**CITY COUNCIL VOTE:**

I, Lynette Arreola, City Clerk of the City of Loma Linda, do hereby certify that the foregoing Resolution No. XX was duly adopted by the City Council at a meeting thereof held on the 14th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Loma Linda this 14th day of October 2025.

_____

Lynette Arreola, City Clerk

# Exhibit A – Public Works Employees Bargaining Unit

| Current Title | Proposed Title | Current Range | Min | Max | Market Max | Proposed Range | Min | Max | Percentage Change | Number of employees |
|---|---|---|---|---|---|---|---|---|---|---|
| Field Maintenance Technician I | Public Works Maintenance Worker I | 15 | $44,867 | $60,162 | $59,695 | 15 | $44,867 | $60,162 | 0.0% | 10 |
| Field Maintenance Technician II | Public Works Maintenance Worker II | 18 | $56,520 | $75,787 | $69,977 | 18 | $56,520 | $75,787 | 0.0% | 2 |
| Field Maintenance Technician III | Lead Public Works Maintenance Worker | 19 | $61,042 | $81,850 | $83,722 | 19 | $61,042 | $81,850 | 0.0% | 2 |
| Facility Maintenance Coordinator | Facility Maintenance Coordinator | 19 | $61,042 | $81,850 | $95,555 | 21 | $71,199 | $95,470 | 16.6% | 1 |
| Lead Mechanic/Fleet Svcs Coordinator | Lead Mechanic/Fleet Maintenance Coordinator | 19 | $61,042 | $81,850 | $92,485 | 21 | $71,199 | $95,470 | 16.6% | 1 |
| Utilities Aide | Maintenance Aide | 15 | $44,867 | $60,162 | $47,815 | 15 | $44,867 | $60,162 | 0.0% | 0 |
| Utilities Maintenance Technician I | Utilities Maintenance Technician I | 16 | $48,457 | $64,975 | $70,563 | 17 | $52,333 | $70,174 | 8.0% | 5 |
| Treatment Plant Operator I | Water Production Operator I | 17 | $52,333 | $70,173 | $74,817 | 18 | $56,520 | $75,787 | 8.0% | 1 |
| Customer Service/ Meter Tech | Customer Services/Meter Tech | 18 | $56,520 | $75,787 | $74,592 | 18 | $56,520 | $75,787 | 0.0% | 0 |
| Treatment Plant Operator II | Water Production Operator II | 19 | $61,042 | $81,850 | $84,384 | 20 | $65,925 | $88,398 | 8.0% | 2 |
| Treatment Plant Operator III | Lead Water Production Operator | 20 | $65,925 | $88,398 | $101,674 | 22 | $76,895 | $103,108 | 16.6% | 1 |
| Utilities Plant Maintenance Mechanic | Vacant - Delete | 20 | $65,925 | $88,398 | $81,307 | 20 | $65,925 | $88,398 | 0.0% | 0 |
| Utilities Maintenance Technician II | Utilities Maintenance Technician II | 19 | $61,042 | $81,850 | $79,915 | 20 | $65,925 | $88,398 | 8.0% | 0 |
| Utilities Maintenance Technician III | Lead Utilities Maintenance Technician | 20 | $65,925 | $88,398 | $90,703 | 21 | $71,199 | $95,470 | 8.0% | 3 |

## Exhibit B – Professional & Administrative Employees Bargaining Unit

| Current Title | Proposed Title | Current Range | Min | Max | Market Max | Proposed Range | Min | Max | Percentage Change | Number of employees |
|---|---|---|---|---|---|---|---|---|---|---|
| Administrative Specialist I | Administrative Specialist I | 13 | $38,467 | $51,580 | $50,926 | 13 | $38,467 | $51,580 | 0.0% | 2 |
| Administrative Specialist II | Administrative Specialist II | 14 | $41,544 | $55,706 | | 14 | $41,544 | $55,706 | 0.0% | 1 |
| Account Clerk | Account Clerk | 14 | $41,544 | $55,706 | $58,308 | 15 | $44,867 | $60,162 | 8.0% | 1 |
| Parking Control Officer - Special Events Coordinator | Parking Control Officer/Special Events Coordinator | 16 | $48,457 | $64,975 | | 16 | $48,457 | $64,975 | 0.0% | 0 |
| Administrative Specialist III | Administrative Specialist III | 17 | $52,333 | $70,173 | | 17 | $52,333 | $70,174 | 0.0% | 1 |
| Accounting Technician II | Accounting Technician | 16 | $48,457 | $64,975 | | 17 | $52,333 | $70,174 | 8.0% | 3 2 |
| Customer Support Technician | Help Desk Technician<br>IT Customer Support Technician | 16 | $48,457 | $64,975 | $77,304 | 18 | $56,520 | $75,787 | 16.6% | 1 |
| Code Compliance/Animal Control Officer | Code Compliance/Animal Control Officer | 18 | $56,520 | $75,787 | $72,497 | 18 | $56,520 | $75,787 | 0.0% | 1 |
| Parking Enforcement/Animal Control Officer | Parking Enforcement/Animal Control Officer | 18 | $56,520 | $75,787 | $63,922 | 18 | $56,520 | $75,787 | 0.0% | 1 |
| Accounting Specialist | Accounting Specialist | 17 | $52,333 | $70,173 | $73,768 | 18 | $56,520 | $75,787 | 8.0% | 1 |

Add: Fire Prevention Inspector
Engineering Technician I
Information Technology Specialist
Community Development Technician

# MEMORANDUM OF UNDERSTANDING

BETWEEN THE

# *CITY OF LOMA LINDA*

AND

# TEAMSTERS LOCAL #1932

## PUBLIC WORKS EMPLOYEES

## BARGAINING UNIT

## JULY 1, 2025 - JUNE 30, 2028

*Between*

## *The City of Loma Linda*

*And*

## *Teamsters Local #1932*
## *Public Works Bargaining Unit*

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## *July 1, 2025– June 30, 2028*

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## Article 1. Term of Memorandum of Understanding

Except where expressly stated otherwise herein, the City and the union agree that the provisions of this Memorandum of Understanding (MOU) shall become effective on July 1, 2025 and shall expire on June 30, 2028.

## Article 2. Preamble

This Memorandum of Understanding is made and entered into between Teamsters Local 1932 Public Works Bargaining Unit hereinafter referred to as “Union” and the City of Loma Linda hereinafter referred to as "City," pursuant to the California Government Code Sections 3500 et seq.

## Article 3. Recognition

The City hereby recognizes Teamsters Local 1932 as the exclusive recognized organization for the employees in the classifications as listed in Appendix "A", as well as employees in such classes as may be added to this unit hereafter by the City.

## Article 4. Management Rights

Except as otherwise provided in a memorandum of understanding adopted by the City Council, or in the personnel rules and regulations, the City has and retains the sole and exclusive rights and functions of management, including, but not limited to the following:

A. To determine the merits, necessity, or organization of any service or activity provided by law or executive order; the mission of its constituent departments, commissions and boards; budgets and appropriations of funds; and to set municipal fees and charges.

B. To decide upon and manage all facilities and operations carried on by or in behalf of the City including the locations, methods, means, and employees by which the City's functions are to be conducted.

C. To establish and change job contents and work method's, techniques, processes and production standards.

D. To determine the size and composition of the work force and to direct the work force, including the hiring, training, evaluation, promotion, demotion, discharge or transfer of employees.

E. To determine the layout, machinery, equipment and materials to be used, and to introduce new, improved adjusted or different methods of operation.

F. To establish, implement and apply work quality and quantity standards.

G. To transfer work from one job to another or from one work location or unit to another.

H. To relieve employees from duty for lack of work, lack of funds or other reasons deemed by management to be in the public interest.

I. To promote, grant pay increases and otherwise reward employees in accordance with the established pay plan.

J. To establish and revise job classifications and allocate positions to classifications.

K. To contract for the performance of City services, construction, maintenance, or any other work with outside public or private entities.

## Article 5. Union Rights and Dues

The Union retains the right to engage in the meet and confer process and employer/employee relations including, but not limited to, wages, hours and other terms and conditions of employment.

A. The City shall deduct dues and other premiums biweekly of each employee member and remit to the Union for the duration of this Memorandum of Understanding such monies that employees authorize in writing the City of deduct.

B. The Union agrees to hold harmless and indemnify the City against any such claims, causes of action, or lawsuits arising from such deductions or transmittal of such deductions to the Association.

## Article 6. City Council Determination

This Memorandum of Understanding shall be presented to the Loma Linda City Council for its determination of appropriate ordinances, resolutions, and other additional actions shall be considered to implement the provisions of this Memorandum.

## Article 7. Salaries

**A. SALARY RATES**

Unit members shall receive the following salary increases:

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

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

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

**B. SALARY SCHEDULE**

1. Employees who have received a salary rate at the 6th step of the salary range for their class for a period of not less than 3 continuous years will have their salary adjusted to the 7 step (2.5%).

2. Effective July 1, 2006, members who have received the seniority salary rate at the 7th step of the salary range for their class for a period of not less than three (3) continuous years will have their salary adjusted to the 8th step (2.5%).

**C. SALARY ON APPOINTMENT**

A newly hired employee shall normally be compensated at Step "1" of the salary range to which his/her class is allocated. If exceptional recruitment difficulties are encountered, or a candidate is exceptionally qualified, appointment at a higher step may be authorized by the Personnel Officer. All regular employees in the affected class who are being paid at a step lower than that set for the new employee may have their salaries adjusted to the same step as that set for the new employee. The City Manager will decide each case based in part on a consideration of the experience and education of affected employees and needs of the City.

**D. MERIT SALARY ADJUSTMENTS**

Advancement within a salary range shall not be automatic but based upon job performance and the increased value of the employees' service to the City. Salary adjustments shall be granted upon approval of the department head and the Personnel Officer. Employees shall be evaluated for merit salary increases in accordance with the following:

1. Employees who receive Step "1" upon initial employment, re-employment, or promotion are eligible for a merit salary review for advancement to the next step in the salary range after six (6) months of service. An employee who receives other than Step "1" of the salary range upon initial employment, re-employment, or promotion shall be eligible for a merit salary review after 12 months dating from the effective date of his/her employment, re-employment or promotion. Subsequent merit salary review dates shall fall upon the completion of twelve (12) month service periods dating from the effective date of the preceding merit increase. Merit salary reviews are contingent upon the employee's salary rate being less than or equivalent to step 6 of his/her class.

2. The granting of an official leave of absence without pay, other than ordered military leave and qualifying FMLA and CFRA leave, shall cause the employee's merit salary review date to be extended the number of calendar days she/he was on leave.

3. If an employee's performance clearly exceeds the appropriate performance standard the City Manager may grant the employee a five percent (5%) increase in salary above the established rate for his/her class for a period not to exceed twelve months.

**E. SALARY ON PROMOTION**

An employee who is promoted shall receive the nearest higher base salary rate in the new salary range that would constitute a minimum one-step salary increase (approximately 5%) over the base salary rate being received upon promotion, provided that the employee may not receive a salary rate in excess of the maximum of the range. The employee shall be given a new merit salary review date based upon the effective date of the promotion. An employee receiving a "Y" salary rate prior to his/her promotion shall not have his/her salary reduced by reason of such promotion.

**F. SALARY ON TRANSFER**

An employee, who is transferred from one position to another in a class having the same salary range as the employee's former class, shall receive the same step in the new salary range as she/he previously received. The employee's merit salary review date shall not change.

**G. SALARY ON DEMOTION**

1. Involuntary Demotion
   The employee shall receive the salary step in the new range deemed appropriate by the appointing authority and assigned a new merit salary review date based upon the effective date of the demotion.

2. Voluntary Demotion
   An employee demoted at his/her request shall have his/her monthly salary reduced to the nearest lower monthly salary in the salary range for the class to which s/he has been demoted. If the employee was in a probationary status upon demotion, s/he shall serve the remainder of his/her probationary period in the lower class. The employee shall receive a new merit salary review date based on the effective date of the demotion.

**H. SALARY REDUCTION**

Salary reductions may be made for disciplinary reasons or as a cost saving measure. Written notice of the reduction will be given the employee prior to the effective date of the reduction and a copy filed with the Personnel Officer.

**I. SALARY ON POSITION RECLASSIFICATION**

When a regular or probationary employee's position is reclassified and the employee is appointed to the position, his/her salary shall be set as follows:

1. If the position is reclassified to a class with a higher salary range than his/her previous class, his/her salary and merit salary review date shall be set in the same manner as if s/he had been promoted.

2. If the maximum base salary rate of the new class is the same as the maximum rate of the class to which the position was previously allocated the employee's salary rate and merit salary review date shall not change.

3. If the employee's base salary rate is greater than the maximum rate of the new class, his/her salary shall be designated a "Y" rate and shall not change during continuous service until the maximum of the salary range to which the class is assigned exceeds the "Y" rate.

**J. SALARY ON RE-EMPLOYMENT**

An employee re-employed after a layoff in a position in the same class s/he occupied when laid off shall receive the same salary step held upon layoff.

**K. EQUITY SALARY ADJUSTMENTS**

If in the opinion of the City Manager, the application of rules governing within-range salary progression or placement of an employee within a salary range will result in an employee receiving an inequitably low rate as compared to other employees the City Manager may raise the affected employee's salary to the step s/he deems equitable. Such action shall not be contrary to the general intent and spirit of these rules.

**L. IMPLEMENTATION OF CLASS AND COMP STUDY RESULTS.**

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

1. Salary Survey Market Average
   Bargaining unit positions shall be brought to the survey market average, as reflected in the chart attached hereto as Exhibit A.

2. Salary Step Placement Following Implementation of Market Average
   Upon implementation of a revised salary schedule and bringing positions to the survey market average (as referenced above), employees receiving upward adjustments will be placed on the next highest step of the revised salary schedule that is equal to, or greater, than their current step placement.

3. Employee anniversary dates will not change.

## *Article 8. Salary / Benefits Adjustments*

If the City grants cost of living adjustments other represented employees in excess of those granted employees in the General Group or modifies the Insurance/Deferred Compensation Plan, the Union has the right to reopen the meet and confer process. Should this right be exercised, discussions will be confined to the items referenced in this section.

## *Article 9. RETIREMENT*

**A. RETIREMENT PLAN**. The City shall maintain its contract for a pension plan with the California Public Employees Retirement System (CalPERS), as originally adopted on December 28, 1970, and amended thereafter.

B. "**CLASSIC" MEMBER CONTRACT OPTIONS.**

1. A classic member is defined as an employee who meets the definition of a "classic" member for purposes of retirement pension benefits in accordance with the Public Employees' Pension Reform Act of 2013. Generally, this includes employees that were hired before January 1, 2013 in the California Public Employees Retirement System (CalPERS) or a reciprocal retirement system with no break in service longer than six months. CalPERS ultimately determines who is a classic member in compliance with the law.

2. Classic CalPERS members shall be eligible for the 2.0% @ 55 Full and Modified Formula for Local Miscellaneous Members including integration with Social Security.

3. Member shall pay the full "employee contribution" toward CalPERS, via payroll deduction on a pre-tax basis.

C. **NEW MEMBER CONTRACT OPTIONS.**

1. A new member is defined as an employee who meets the definition of a "new" member for purposes of retirement pension benefits pursuant to the Public Employees' Pension Reform Act of 2013. Generally, this includes employees that were hired into a regular position on or after January 1, 2013, or former members who have more than a six-month break in service. CalPERS ultimately determines who is a new member in compliance with the law.

2. New members shall be eligible for the 2% @ 62 Formula for Local Miscellaneous Members including integration with Social Security.

3. Employees hired on or after January 1, 2013, shall pay 50% member contribution of the normal cost rate for the benefit formula 2.0% at age 62 via payroll deduction on a pre-tax basis (Government Code Section 7522.30). This amount will be adjusted periodically by CalPERS.

**REST OF PAGE INTENTIONALLY LEFT BLANK**

## Article 10. Hours of Work

A. 4/10 Work Schedule — Employees currently working a forty-hour (40) per week schedule may be assigned to a 4/10 work schedule consisting of four (4) ten (10) hours in a seven (7) day period; hours to be determined by the City Manager.

B. Holiday Schedule — the hour value of a holiday shall be equivalent to the scheduled workday (i.e. if on a 10-hour day schedule, holiday would be compensated at 10 hours; if on an 8 hour day schedule, holiday would be compensated at 8 hours). In conjunction with the 4/10 work schedule, if a scheduled holiday falls on a Sunday, the following Monday shall be observed as the holiday; if a scheduled holiday falls on a Friday or Saturday, it shall be converted to a floating holiday; if a scheduled holiday falls on any other scheduled off workday, it shall be converted to a floating holiday. These floating holidays shall be subject to the same restrictions as other floating holidays, except that they must be taken after the holiday for which they substitute.

## Article 11. Overtime

1. Employees having a normal work week: Hours worked in excess of the employee's regularly scheduled hours in a workday or hours worked in excess of forty (40) in a workweek shall be overtime.

2. Overtime shall be credited in fifteen (15) minute increments with no credit given for time worked, which is less than fifteen (15) minutes.

3. Overtime worked by employees in full-time positions shall be paid or converted to compensatory time at a premium rate, i.e.; time and one-half the employee's regular rate of pay.

4. For purposes of overtime computations authorized paid leave, sick leave, compensatory time, and holiday time taken shall be counted as hours worked.

5. Overtime must be authorized in advance by a department head, his/her designee, or the City Manager.

6. Mandatory/required training every attempt shall be made to schedule such training during regular work hours to minimize the payment of overtime. When such arrangements cannot be made, the department head, designee or City Manager shall determine the feasibility of overtime or change the employee's day off to accommodate the training. All changes are restricted to the same workweek in which the training occurs and will be the day before or the day after non-work days.

   Example: employee is normally off on Friday, Saturday and Sunday. Training falls on Friday, employee is given Monday of the same workweek off in lieu of Friday; any other day off in lieu must be agreed upon by the employee. Employee may discuss any issues not agreed upon between the employee and immediate Supervisor with Department Head.

## Article 12. Certification Pay

All positions in the Loma Linda Public Works bargaining unit who possess one of the following certificates, and where the certificate is not required by the applicable job description, shall receive payment of $100 per month for one (1) certificate, $125 per month for two (2) certificates, or $150 per month for three (3) or more certificates:

1) State of California Department of Health Services – Water Treatment Certification
2) State of California Department of Health Services – Water Distribution Certification
3) California Water Environment Association Certification
4) Backflow Prevention Certification
5) Pesticide Certification
6) DL170 Trainer Certification
7) Class A or B Driver License
8) Playground Inspection
9) EP 609 MVAC Certification
10) ASE Certification

If an employee possesses a certificate that is not on this list, he or she may submit a request in writing to the Public Works Department Director for consideration of whether the unlisted certification is eligible for certification pay. The Director's determination shall be final and not subject to the grievance process.

Employees who were receiving certificate pay as of July 1, 2024, and where the certificate is required by their job description, shall be grandfathered and continue to be eligible to receive the pay.

## Article 13. Acting Pay

The City Manager may, at his discretion, grant a temporary salary increase to an employee temporarily assigned to a position in a higher classification in accordance with the following:

1. The Increase shall be 5% above the employee's basic rate of pay, or the first step of the range of the higher classification, whichever is higher.

2. Increases granted shall be effective after the employee has worked in the higher classification for four (4) consecutive weeks. Such four (4) week qualification period shall apply to every acting assignment, provided, however, that acting pay may be approved beginning the first day of an acting assignment. Such approval is contingent upon there being an anticipated acting assignment in excess of four (4) weeks.

3. During the period of "Acting Pay," the employee must be assigned and perform duties of a higher classification. Acting pay shall not be paid upon the voluntary performance of duties of a higher classification.

4. The employee must be qualified for the higher classification.

5. At the conclusion of an acting assignment, the employee shall revert to his previous salary and classification. Such action shall not be considered disciplinary.

## Article 14. Call Back Pay

"Call Back" is defined as those occasions when an employee responds to a City request to report to duty outside of their scheduled shift. For purposes of call back, time spent by the employee in traveling to the work site from his/her residence shall be considered hours worked.

| Hours Paid | Days of the Week: |
|---|---|
| **2** | Monday, Tuesday, Wednesday, or Thursday if the day is not a City holiday |
| | |
| **3** | Friday, Saturday, Sunday, and any City holiday |

Only one minimum credit shall be applied within any two (2) hour period, or three (3) hour period, based on the day as reflected above. Employee shall be credited with hours actually worked provided that there will be a minimum credit of two (2) hours, or three (3) hours, for each call back based on the day as reflected above.

## Article 15. Pay while On-Call

"On-call" is that period of time other than regularly scheduled work hours during which an employee may be contacted for a call-out to provide services. On-call employees shall receive straight time pay in accordance with the following:

| Hours Paid | Days of the Week |
|---|---|
| **1** | Monday, Tuesday, Wednesday, or Thursday if the day is not a City holiday |
| | |
| **3** | Friday, Saturday, Sunday, and any City holiday |

No employee shall be required to be available unless they are in an “On-call” status.

## Article 16. Uniform Allowance

Effective July 1, 2017 each full-time public works employee required to wear a uniform and safety shoes shall be annually credited with $600 for the purpose of purchasing uniforms and safety shoes. No portion of an annual credit may be carried over into the following year. The uniform shall consist of orange collared or t- shirt and dark blue or black long or short pants. Shorts shall be worn at times that do not pose a safety concern as determined by the department and shall be similar in style as those depicted in uniform catalogs retained by the department. All uniforms shall be clean and in good conditions, projecting a professional, positive image.

The uniform allowance will be reported to CalPERS in accordance with CalPERS procedures. Pursuant to IRS regulations, the uniform allowance will be reported as a taxable fringe benefit and subject to standard taxation.

The City shall permit employees with additional ability to purchase boot dressings, socks, shoelaces, insoles, boot guards, and undergarments.

Safety shoes must comply with current California Office of Safety and Health Administration (Cal/OSHA) standards, Title 8, Section 3385, as amended.

## Article 17. Tuition Reimbursement

A. Reimbursement. The Tuition Reimbursement Program shall be $5,000 per fiscal year per employee.

B. Education Incentive. An employee with a Bachelor's degree or advanced degree from an accredited educational institution, and where the degree is not required by the applicable job description, shall receive an additional allowance of $150 per month. The education incentive shall be capped at $150 per month, regardless of the total number of degrees held.

## Article 18. Insurance / Deferred Compensation

A. CAFETERIA PLAN CONTRIBUTION

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

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

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

B. RETIREE MEDICAL CONTRIBUTION. Pursuant to the Public Employees' Medical and Hospital Care Act Program, the City will contribute the statutory minimum towards the payment of medical insurance premiums for members who retire from the City of Loma Linda. The amount is adjusted annually by the CalPERS board to reflect any change in the medical care component of the Consumer Price Index.

C. MEDICAL INSURANCE

1. EXCESS MEDICAL. An employee who selects a health insurance plan which costs less than the City's maximum monthly contribution may have a portion of the difference as set forth below, placed in his/her deferred compensation plan. Purchase products available through the city's cafeteria plan or receive a cash out.

   For employees hired on or after July 1, 2025, the maximum monthly amount available for an employee to be placed in a deferred compensation account and/or to cash out shall be $350.00.

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

   - Effective on the commencement of the 1st pay period after July 1st, 2025, $1,900.00
   - Effective on the commencement of the 1st pay period after July 1st, 2026, $1,700.00
   - Effective on the commencement of the 1st pay period after July 1st, 2027, $1,500.00.

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

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

   For employees hired on or after July 1st, 2025, the maximum monthly amount available for an employee to place in a deferred compensation account and/or to cash out shall be $350.00.

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

   - Effective on the commencement of the 1st pay period after July 1st, 2025, $1,900.00
   - Effective on the commencement of the 1st pay period after July 1st, 2026, $1,700.00
   - Effective on the commencement of the 1st pay period after July 1st, 2027, $1,500.00.

3. TAXABLE INCOME. Any unused portion of the above reference contribution, and subject to the maximum amounts set forth above, may be deposited into a 457(b) Deferred Compensation Plan account or taken as taxable income. Amounts taken as taxable income shall be subject to

applicable federal and state wage withholdings. Insurance contributions and amounts taken as taxable income are not reported to CalPERS as they do not qualify as compensation earnable. The total cash out amount is divided between the first two paychecks each month.

4. DEFERRED COMPENSATION. Employees are eligible to voluntarily participate in a 457(b) Deferred Compensation Plan as provided for in State and Federal tax codes. Employees may contribute to the plan in accordance with plan provisions and subject to plan maximums.

5. Note: Either the City or Union may request to discuss the City's contribution toward benefits for purposes of the 2027-2028 fiscal year by making a request on or after March 1, 2027. However, neither the City or Union will be obligated to agree to any further revisions.

## *Article 19. PAID LEAVE*

Paid Leave is time off with pay for vacation, personal business, short-term illness or disability due to non-work-related injuries, pregnancy or other reasons requiring the employee's absence from work. Paid leave is posted monthly and is available for use after ninety (90) days of full-time employment.

**1. Accrual**

a. Full-time employees shall accrue paid leave in accordance with the following:

| Years of Continuous Service | Hours Accrued per Mouth of Continuous Service | Maximum Hours Permitted in Employee's Account |
|---|---|---|
| 1 month – 5 years | 10.67 | 208 |
| 6-10 years | 14 | 288 |
| 11 | 14.66 | 304 |
| 12 | 15.33 | 320 |
| 13 | 16 | 336 |
| 14 | 16.66 | 352 |
| 15+ | 17.33 | 368 |

b. When the credited hours reach the "Maximum Hours Permitted In Employee's Account," accrual stops until the credited amount is below the maximum.

**2. Paid Leave Usage**

a. Employees may not take paid leave during their first 90 days of service.

b. Paid leave shall be taken at a time determined by the department head with due regard for the wishes of the employee and particular regard for the needs of the service.

c. Unless otherwise approved by the employee's supervisor, an employee shall submit a request to take paid leave, for other than their personal illness or injury or illness or injury to the employee's child, to their supervisor at least seven (7) calendar days prior to the intended start of the leave.

d. With the exception of employees serving an original probationary period an employee must take a minimum of one forty (40) hour increment of paid leave per anniversary period.

e. An employee's paid leave account will not be affected by municipal holidays that occur while the employee is absent on paid leave.

**3. Pay for Unused Paid Leave.**

Upon termination an employee will be paid at his/her base hourly rate for all unused hours in his/her paid leave bank. Such payment shall not be construed as extending the employee's period of employment.

**4. Credit for Prior Service.**

If a person was employed with another government agency immediately prior to his/her appointment to a City position, full or partial credit may be allowed by the City Manager for that service time in establishing the employee's accrual rate.

**5. Annual Conversion.**

Once each fiscal year, an employee may elect to convert up to 40 hours of paid leave into a cash payment at the employee's then-current rate of base pay as long as the employee maintains a minimum of 160 hours of annual paid leave after the conversion.

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## Article 20. Sick Leave

**1. Accrual**

Full-time non-shift employees shall accrue sick leave as follows:

| Hours Accrued per Month of Continuous Service | Maximum Hours Permitted in Employee's Account |
|---|---|
| 4 | 344 |

**(b) Sick leave Usage**

Sick leave may be used for an absence in excess of two (2) hours due to the employee's illness, injury, or pregnancy: or the illness or injury of the employee's family member. Family members include the employee's parent, parent-in-law, child, spouse, registered domestic partner, grandparent, grandchild, sibling, or designated person pursuant to applicable law.

**(c) Pay for Unused Sick Leave**

(1) Annually, an employee who has in excess of 344 hours of unused sick leave may be paid at his/her base hourly rate for a maximum of 48 hours of unused sick leave in excess of the 344 hours.

(2) Upon separation, an employee working a normal workweek will be paid at his/her base hourly rate for one-third (1/3) of unused sick leave up to 344 hours. Additionally, if the unused leave exceeds 344 hours, he/she shall be paid for no more than 48 hours of any excess over 344 hours. A payment for unused sick leave shall not be construed as extending the employee's period of employment.

**(d) Sick Leave Transfer**

Sick Leave Transfers shall be allowed upon City Manager or his/her designee approval to donate paid leave on a dollar-for-dollar basis to employees who have been forced to be absent from work due to a qualifying medical condition under FMLA beyond the coverage of their accumulated sick days.

## Article 21. Bereavement Leave

Upon the death of an immediate family member, employees shall receive up to three (3) days of paid bereavement leave. In addition, employees may choose to take up to three (3) additional days of bereavement leave by utilizing their own accrued paid leave.

Immediate family shall be defined as the following relatives to either the employee or their spouse: spouse, child (including foster child or ward of the court), parent, grandparent, brother, sister, niece, nephew, stepchildren, and grandchildren. Bereavement leave may also be used for the significant other of the employee provided the employee shows proof of cohabitation.

The City will extend bereavement leave for aunts and uncles, but such leave shall be limited to one (1) day.

Bereavement Leave may be used for purposes of attending funeral services or to mourn and process the passing of a family member, or to help a spouse do so.

Employees may split the available Bereavement Leave set forth above into two (2) blocks of time.

## Article 22. Voluntary Leave Program

Employees may be granted a maximum of eighty (80) hours of time off without pay provided seniority and the accrual of fringe benefits shall not be affected. Leave under this program shall be subject to existing rules and administrative regulations governing leaves without pay and the submittal and approval of leave requests.

## Article 23. Jury Duty

All positions represented by the Association required to report for jury duty shall be compensated for the time off work. Employees shall not be required to report to work the morning of jury duty and shall report to work after release from jury duty service if there is one or more hours left in their regularly scheduled workday.

## Article 24. Rest Period

All bargaining unit positions shall be granted a 7-hour rest period after working in excess of sixteen (16) consecutive hours. If this rest period falls within the employee's regularly scheduled work period, the employee shall be paid for that time at the regular rate of pay.

Any employee subject to a Call Back after midnight shall be allowed to have his/her shift for the next day reduced by the number of hours spent working on the Call Back after midnight. The reduction of hours for hours worked after midnight shall be observed at the start of the employee's shift.

If the Call Back is within two (2) hours prior to the start of the employee's scheduled shift, the reduction of hours shall be observed at the end of the employee's shift.

In unique situations where the employee works multiple Call Backs after midnight and responds to a Call Back within two (2) hours prior to the start of the employee's scheduled shift, the cumulative reduction of hours worked shall be observed at the end of the employee's scheduled shift.

## Article 25. Witness Appearance

Absence from work due to an employee being called as a witness in a public office malfeasance suit related to the City will be considered an excused absence with pay.

## Article 26. Voting

1. If an employee is scheduled to be at work during polling hours and they do not have sufficient time outside of working hours to vote at a statewide election, California law allows such employee to take up to two hours off to vote, without losing any pay.

2. Employees may take as much time as they need to vote, but only two hours of that time will be paid.

3. Employees time off for voting can be only at the beginning or end of your regular work shift, whichever allows the most free time for voting and the least time off from your regular working shift, unless you make another arrangement with your employer.

4. Employees must notify their supervisor at least two working days prior to the election if they are requesting time off to vote.

5. This provision may be changed if any changes are made to California Elections Code Section 14001.

## Article 27. Blood Donation and Inoculation Leave

1. With prior approval of the appointing authority and upon submitting proof of donation, regular or promotional probationary employees donating blood without receiving compensation for such donation may be granted four (4) hours off with pay for each donation. With prior approval, regular or promotional probationary employees may be granted two (2) hours off with pay for annual inoculations.

2. Accumulation. Blood donation and inoculation leave hours shall cumulatively be capped at 40 hours.

3. Blood Donation and Inoculation Pay on Separation. No payment shall be granted to an employee for accrued blood donation or inoculation leaves at the time of separation.

## Article 28. Shop Stewards

The Union may designate up to three (3) Shop Stewards. The Shop Stewards shall be granted up to two (2) hours of paid release time each per month for purposes of attending Union meetings and conducting Union business.

Release time shall be scheduled in advance with permission from the immediate supervisor. Supervisors shall grant release time requests pursuant to this section, unless doing so would pose a hardship related to City operations. In that case, supervisors shall work with the Union in good faith to schedule release time in a manner that does not cause a hardship to the City.

A list of the three (3) designated Shop Stewards shall be provided to Human Resources upon request, or at least once per year.

## *Article 29. HOLIDAYS*

**1**. The following days shall be recognized as holidays for all regular full-time employees:

| Holiday | Day Observed |
|---|---|
| **New Year's Day** | *January 1* |
| **Martin Luther King Day** | *Third Monday in January* |
| **President's Day** | *Third Monday in February* |
| **Memorial Day** | *Last Monday in May* |
| **Independence Day** | *July 4* |
| **Labor Day** | *First Monday in September* |
| **Veteran's Day** | *November 11* |
| **Thanksgiving Day** | *Fourth Thursday in November* |
| **Christmas Eve** | *December 24* |
| **Christmas Day** | *December 25* |
| **New Year's Eve** | *December 31* |

**2**. OBSERVANCE OF HOLIDAYS**.** When a holiday falls on a Sunday the next day shall be observed as the holiday. When a holiday falls on a Friday, Saturday or other scheduled day off, it shall be converted to a floating holiday.

**3.** EXCEPTIONS. Christmas Eve and New Year's Eve are paid days off only when they fall on a Monday, Tuesday, Wednesday, or Thursday and do not convert to floaters if they fall on Friday, Saturday or Sunday.

**4**. The hour value of a holiday shall be equivalent to the scheduled workday.

**5** In the event that a bargaining unit member does not take paid time off for floating holidays, the employee shall be paid at their current pay rate for accumulated floating holiday time at the end of each fiscal year.

**6.** Floating holidays shall be designated by the employee and requires management approval, in advance, before it is taken.

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## Article 30. Compensatory Time Off

Employees shall be permitted to select time-and-one-half pay or time-and-one-half compensatory time for overtime hours worked. The maximum accumulation of compensatory time shall be forty (40) hours. Selection of pay or compensatory time shall be made during the pay period in which the overtime hours are worked unless a different arrangement is agreed to by the employee and his/her supervisor.

Compensatory time shall be taken as time off unless otherwise approved by the City Manager. Upon termination, the employee will be paid at his/her base hourly rate for unused compensatory time.

## Article 31. Employment List

In the event the appointing authority and/or Personnel Officer chose to extend the list as provided in the Personnel Rules and Regulations Article 7, Employment Lists, Section 7.2 (a) Duration of Lists, each employee on the list will be personally notified. If the appointing authority and/or Personnel Director chose to further approve the same list for an additional six months, the City will personally notify each employee on the list of such extension. All such notifications shall be in writing, with a copy to be sent to the Association.

## Article 32. Probation

Newly hired and reinstated employees shall serve an "original probationary period" of one (1) year.

Promoted employees shall serve a "promotional probationary period" of six months. A leave of absence, other than vacation and temporary military leave, shall cause a probationary period to be extended by the length of such leave. Prior to the expiration of an employee's probationary period, the appointing authority shall recommend to the Personnel Officer that one of the following actions be taken:

a. Grant employee regular status.
b. Extend the probationary period for a period not to exceed six (6) months.
c. Deny the employee regular status.

### A. OBJECTIVE OF PROBATIONARY PERIOD

The probationary period is part of the examination process and shall be utilized for closely observing the employee's work and for securing the most effective adjustment of a new or promoted employee to his/her position. During the probationary period, the employee will receive periodic performance reviews as dictated by policies or rules.

### B. DENIAL OF REGULAR STATUS

During an original probationary period, the employee may be terminated without cause and shall not be entitled to the right of appeal or pre-termination due process. If an employee serving a promotional probationary period is denied regular status because of a failure to perform satisfactorily in the position s/he shall be reinstated to a position in the class from which s/he was promoted. The denial of regular status in the promotional class shall not be considered a disciplinary action.

## Article 33. Off-Duty Employment Policy

No officer or employee of the City will engage in any employment, activity, or enterprise for compensation of any kind or character which is inconsistent, incompatible, or in conflict with his duties as an officer or employee of the City.

To establish a uniform procedure regarding employment outside of an employee's City position, the City will establish an Off-Duty Employment Policy.

## Article 34. Modified Duty Program for Work Related Injuries

To provide a policy statement and establish procedures for a uniform response and handling of a department, division and/or Citywide modified duty/return to work program, the City will establish Modified Duty Program for Work Related Injuries.

## Article 35. Disability Insurance

The Disability Insurance Program shall provide for disability payments after thirty (30) days from the onset of the disability or upon exhaustion of all accrued sick leave, whichever is longer.

## Article 36. Disciplinary Procedure

### A. Disciplinary Action

Disciplinary action refers to actions by management resulting from employee conduct that is contrary to the best interests of the public service. It is primarily corrective in nature and taken in response to acts or a failure to act on the part of the employee. Disciplinary action does not include demotions, pay reductions, and layoffs resulting from organizational or service changes.

The following is the exclusive list of disciplinary actions that may be taken against an employee:

- Oral and Written Reprimands - Informal (oral) or formal (written) notification of performance or conduct deficiencies.
- Suspension - An involuntary absence without pay.
- Salary Reduction - A reduction in pay from the employee's current step within a pay range to any lower step within the range.
- Demotion - Involuntary movement from a position in one class to a position in another class having a lower salary range.
- Dismissal - Discharge from the City service.

## B. Causes for Disciplinary Action

The following is a non-exclusive list of the more common causes for disciplinary action:

a) Violation of City policies, ordinances, rules, and regulations.

b) Failure to maintain job performance standards.

c) Failure to maintain adequate personal appearance.

d) Lack of professionalism.

e) Discourteous treatment of other employees, members of the public, or others.

f) Insubordination.

g) Carelessness.

h) Dishonesty.

i) Tardiness or excessive absences.

j) Violation of a safety rule or policy.

k) Failure to maintain accurate records in the course of their work.

l) Physical abuse or threats directed at supervisors, co-workers or the public.

m) Willful damage of public property.

n) Theft of City property or property of others.

o) Being under the influence of alcohol or cannabis while on-duty or possessing such substances in the workplace.

p) Using, possessing, or being under the influence of illegal drugs or narcotics while on duty.

q) Conviction of a felony.

r) Unauthorized use of a City position, equipment, supplies or other property.

s) Acts which would bring discredit on the City.

## C. Notice of Proposed Disciplinary Action

Regular and promotional probationary employees shall be given prior written notice of a proposed disciplinary action, except Oral and Written reprimands, unless the good of the service demands that such action be taken immediately. Notification shall include a statement of the proposed action and reasons

therefore, copies of the charges and materials upon which the action is based, and a statement of the employee's right to respond, either orally or in writing, to the appointing authority.

**D. Records of Disciplinary Actions**

Records of disciplinary actions will be filed in the confidential portion of an employee's personnel file. This section cannot be accessed without the permission of the Personnel Officer.

**E. Administrative Review**

1) Right to Administrative Review

A regular or promotional probationary employee shall have the right to an administrative review of a proposed disciplinary suspension, salary reduction, demotion or dismissal. An employee has the right to be represented at any phase of the Administrative Review by a representative of their choice. Phase one will be conducted prior to the effective date of the disciplinary action unless emergency circumstances justify an effective date which makes prior review unfeasible. In this event, the requested review shall be scheduled within not less than ten (10) workdays after the effective date of the disciplinary action.

a) Phase One - Appointing Authority

Upon receipt of the employee's written request for an administrative review, the appointing authority, or designee, shall serve as the reviewing officer and provide the employee with an opportunity to respond to the allegations and proposed discipline. The employee may choose to respond verbally and/or in writing. Within ten (10) workdays after completion of the review, the reviewing officer shall submit their written decision to the employee.

b) Phase Two - City Manager

1) If the employee is subject to a disciplinary suspension, salary reduction, demotion, or dismissal following the completion of Phase One, the employee may request a review of the matter by the City Manager, or their designee. Such written request must be submitted within five (5) workdays of the receipt of the disciplinary action following Phase One. A request for a Phase Two review does not stay the effective date of any disciplinary action implemented after the completion of Phase One.

2) The employee's request plus all relevant documents and records shall be submitted to the City Manager, or their designee. The City Manager or their designee shall conduct a review and investigation of the matter as they deem appropriate and necessary. The City Manager or their designee shall issue a written decision to the employee within ten (10) workdays from receipt of the employee's request.

**F. Post-Disciplinary Appeal**

1) Right to Post-Disciplinary Hearing

A regular or promotional probationary employee shall have the right to a post-disciplinary appeal hearing related to the following types of disciplinary action:

a. Suspensions of more than three (3) workdays.

b. Salary reduction.

c. Demotion.

d. Dismissal.

2) A post-disciplinary appeal of the disciplinary actions set forth above must be in writing and filed with the Office of the City Manager within five (5) workdays of receiving the Phase Two decision. If, within the five (5) workday appeal period, the employee does not file an appeal, and unless good cause for the failure is shown, the disciplinary action shall be considered conclusive.

3) If, within the five (5) workday appeal period, the employee files a written appeal to the Office of the City Manager, an appeal hearing shall be established as set forth below.

**G. Hearing Procedures**

1) The City Council has the option of hearing the appeal directly or having the appeal heard by an advisory hearing officer. If the City Council directly presides over the hearing, it shall schedule a closed session hearing within sixty (60) calendar days of the appeal. The City Council shall issue a written decision within thirty (30) days of the hearing completion, and which shall be final and binding.

2) Pursuant to the Brown Act at Government Code section 54957, an employee may elect to have a disciplinary hearing that is heard directly by the City Council held in open session. In that case, and following the completion of the open session hearing, the City Council shall deliberate in a private, closed session meeting.

3) If the City Council chooses to have the appeal heard by an advisory hearing officer, the California State Mediation and Conciliation Service shall be requested to submit a list of seven (7) persons qualified to act as hearing officers for the hearing. Within ten (10) workdays following receipt of the list of hearing officers, the parties shall confer to select the hearing officer. The parties shall alternately strike one (1) name from the list of hearing officers (the right to strike the first name to be determined by lot) until one (1) name remains, and that person shall be the hearing officer.

4) Where practicable, and depending on the availability of the selected hearing officer, the hearing shall be scheduled within sixty (60) calendar days of the appeal. The parties may stipulate to a longer period of time in scheduling the appeal hearing. All interested parties shall be notified in writing of the date, time, and place of hearing.

5) Subpoenas and subpoenas duces tecum pertaining to the hearing shall be issued at the request of either party, not less than seven (7) calendar days prior to the commencement of such hearing. After the commencement of such hearing, subpoenas shall be issued only at the discretion of the hearing officer.

6) The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which might make admission of such evidence improper based on objection in civil actions. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions, and irrelevant and unduly repetitious evidence shall be excluded. The hearing officer shall not be bound by technical rules of evidence. The hearing officer shall rule on the admission or exclusion of evidence.

7) Each party shall have these rights: To be represented by legal counsel or other person of their choice; to call and examine witnesses; to introduce evidence; to cross-examine opposing witnesses on any matter relevant to the issues even though that matter was not covered in the direct examination; to impeach any witness regardless of which party first called them to testify; and to rebut the evidence against them. If the grievant does not testify on their own behalf, they may be called and examined as if under cross-examination. Oral evidence shall be taken only on oath or affirmation. A court reporter will be engaged to record the disciplinary appeal hearing.

8) The hearing shall proceed in the following order, unless the hearing officer, for special reason, otherwise directs (these procedures will apply regardless of whether a hearing officer or the City Council is presiding over the hearing):

i. The City representative shall be permitted to make an opening statement;

ii. The appellant shall then be permitted to make an opening statement;

iii. The City shall produce evidence to support the disciplinary action, and bears the burden of proof and burden of producing evidence;

iv. The appellant may then open their defense and offer their evidence in support thereof; the appellant bears the burden of proof and the burden of producing evidence for any affirmative defenses asserted;

v. The parties may then, in order, respectively offer rebutting evidence only, unless the hearing officer for good reason, permits them to offer evidence upon their original case;

vi. Closing arguments shall be permitted and written briefs may be permitted at the discretion of the hearing officer.

9) The hearing officer shall determine relevancy, weight, and credibility of testimony and evidence. They shall base their findings on the preponderance of evidence. During the examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing unless the hearing officer, in their discretion, for good cause, otherwise directs. No still photographs, moving pictures, or television pictures shall be taken in the hearing chamber during a hearing (unless the City Council is presiding and the appellant requested an open session hearing as previously referenced). The hearing officer, prior to or during a hearing, may grant a continuance for any reason they believe to be important to

reaching a fair and proper decision. The hearing officer shall render a written decision no later than thirty (30) calendar days after the conclusion of the hearing. The opinion shall set forth findings of fact, conclusions, and recommendation.

10) The hearing officer may recommend sustaining or rejecting any or all of the charges against the employee, and the discipline that was imposed. The hearing officer may not recommend imposing a disciplinary action that is greater than in the final disciplinary action issued by the City.

11) The hearing officer's written decision shall be filed with the Office of the City Manager, with a copy sent to the appellant.

12) Within sixty (60) calendar days of the receipt of the hearing officer's written decision, the City Council shall hold a closed session meeting and adopt, amend, modify or reject the recommended findings of fact, conclusions, and/or recommendation of the hearing officer. Prior to making a decision which modifies or rejects the recommendation of the hearing officer, the City Council shall be provided with an opportunity to read the transcript of the hearing. The City Council shall not conduct a de novo hearing but may, at its option, allow limited oral arguments and/or may request and review written statements from either side. The decision of the City Council shall be final and conclusive. Copies of the City Council's decision, including the hearing officer's advisory decision, shall be filed where appropriate, including the grievant's personnel file.

13) Each party shall bear equally the cost of facilities, fees and expenses of the hearing officer, including the court reporter and transcripts. Each party shall bear its own witness and attorney fees. If either party unilaterally cancels or postpones a scheduled hearing, thereby resulting in a fee charged by the hearing officer or court reporter, then the party responsible for the cancellation or postponement shall be solely responsible for payment of that fee. This process shall not apply to mutual settlements by the parties which result in an arbitration fee.

14) The provisions of Section 1094.6 of the Code of Civil Procedure shall be applicable to proceedings under this Section.

## *Article 37. Grievance Procedure*

### A. Grievance Definition

An expressed claim by an employee that the City has violated, misinterpreted, or misapplied an obligation to the employee as such obligation is expressed and written in the City Personnel Ordinance or Rules and Regulations or this current Memorandum of Understanding.

### B. General Provisions

1) Employees shall not be subject to retaliation or other reprisal for utilizing the grievance procedure set forth herein.

2) Forms for filing and processing grievances and other documents necessary under these procedures shall be prepared by the Personnel Officer and made available to employees. All documents,

communications, and records dealing with the processing of grievances shall be filed separately from personnel files.

3) Failure by the City at any step of this procedure to communicate the decision on the grievance within specified time limits shall permit the grieving employee to proceed to the next step.

4) Failure by the employee at any step of this procedure to appeal a decision within specified time limits shall constitute a declining of further appeal and render the decision reached in the preceding step final.

5) The grieving employee may be required to be present at any step in the grievance procedure.

6) The time limits specified at any step in this procedure may be extended by mutual agreement of the parties.

7) An employee may be represented by a person of their choosing provided that they are not involved in the underlying dispute.

8) The employee and/or their representative may use a reasonable amount of work time as determined by the appropriate supervisor or Department Head in presenting the grievance. However, no employee shall absent themselves from work without being excused by their supervisor.

9) No employee shall be required to be represented by the Union in processing a grievance. The settlement terms of a grievance which is processed by an employee individually or by their representative shall not conflict with the express provisions of the Memorandum of Understanding between the City and the Union.

10) A group grievance may be filed when one (1) set of circumstances or occurrences affects more than one (1) employee in the same manner or to the same extent. The group may file one (1) document which all members of the group have read and signed. Members of the group shall be limited to those who have signed the grievance. The resolution of a group grievance may not be consistent among all employees in the group grievance due to differences in the circumstances or occurrences that brought about the grievance.

11) A group grievance affecting all members of an employee organization may be brought by the Union itself. In such case the procedure shall be commenced directly at Step 3 within fifteen (15) workdays after an authorized representative of the Union knew, or by reasonable diligence should have known, of the condition giving rise to the grievance and shall be subject to all applicable time limitations and the provisions set forth above.

**C. Grievance Steps**

Step 1 - The employee shall inform their immediate supervisor of a grievance and relevant facts within five (5) workdays after the employee knew, or in the exercise of reasonable diligence should have known, of the events giving rise to the grievance. Within ten (10) workdays after the supervisor was advised of the grievance, the supervisor shall inform the employee of their decision.

Step 2 - If the grievance is not resolved at Step 1 and not later than five (5) workdays following completion of Step 1, the grievant may submit the grievance in writing to their department head. The grievance shall include a citation to the section(s) of the Memorandum of Understanding, personnel ordinance or rules and regulations alleged to have been violated and the remedy sought. The department head shall give their written decision to the grievant within ten (10) workdays from receipt of the grievance.

Step 3 - If the grievance is not resolved at Step 2 and not later than five (5) workdays following completion of Step 2, the grievant may submit the grievance in writing to the City Manager. The City Manager shall review the grievance and give their written decision to the grievant within ten (10) workdays from receipt of the grievance.

Step 4 - If the grievant is dissatisfied with the decision of the City Manager rendered at Step 3 and not later than five (5) workdays following the completion of Step 3, the grievant may appeal to the City Council. Such appeal must be submitted in written form to the Office of the City Manager.

If, within the five (5) workday appeal period, the grievant does not file an appeal, and unless good cause for the failure is shown, the grievance shall be considered conclusive as set forth in the City Manager's decision. If, within the five (5) workday appeal period, the employee involved files a written appeal to the Office of the City Manager, an appeal hearing shall be established as set forth below.

**D. Hearing Procedures**

1) The City Council has the option of hearing the grievance directly or having the grievance heard by an advisory hearing officer. If the City Council directly presides over the grievance hearing, it shall schedule a closed session hearing within sixty (60) calendar days of the appeal. The City Council shall issue a written decision within thirty (30) days of the hearing completion, and which shall be final and binding.

2) The grievance hearing shall be a private proceeding and not open to the public or others.

3) If the City Council chooses to have the grievance heard by an advisory hearing officer, the California State Mediation and Conciliation Service shall be requested to submit a list of seven (7) persons qualified to act as hearing officers for the grievance hearing. Within ten (10) workdays following receipt of the list of hearing officers, the parties shall confer to select the hearing officer. The parties shall alternately strike one (1) name from the list of hearing officers (the right to strike the first name to be determined by lot) until one (1) name remains, and that person shall be the hearing officer.

4) Where practicable, and depending on the availability of the selected hearing officer, the hearing shall be scheduled within sixty (60) calendar days of the appeal. The parties may stipulate to a longer period of time in scheduling the appeal hearing. All interested parties shall be notified in writing of the date, time, and place of hearing.

5) Subpoenas and subpoenas duces tecum pertaining to the hearing shall be issued at the request of either party, not less than seven (7) calendar days prior to the commencement of such hearing. After the commencement of such hearing, subpoenas shall be issued only at the discretion of the hearing officer.

6) The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which might make admission of such evidence improper based on objection in civil actions. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions, and irrelevant and unduly repetitious evidence shall be excluded. The hearing officer shall not be bound by technical rules of evidence. The hearing officer shall rule on the admission or exclusion of evidence.

7) Each party shall have these rights: To be represented by legal counsel or other person of their choice; to call and examine witnesses; to introduce evidence; to cross-examine opposing witnesses on any matter relevant to the issues even though that matter was not covered in the direct examination; to impeach any witness regardless of which party first called them to testify; and to rebut the evidence against them. If the grievant does not testify on their own behalf, they may be called and examined as if under cross-examination. Oral evidence shall be taken only on oath or affirmation. A court reporter will be engaged to record the hearing, unless the parties (City, hearing officer, grievant/grievant representative) all mutually agree that a court reporter is not necessary.

8) The hearing shall proceed in the following order, unless the hearing officer, for special reason, otherwise directs:

i. The grievant shall be permitted to make an opening statement;

ii. The City shall then be permitted to make an opening statement;

iii. The grievant shall produce evidence supporting their position, and bears the burden of proof and burden of producing evidence;

iv. The City may then open its defense and offer its evidence in support thereof; the City bears the burden of proof and the burden of producing evidence for any affirmative defenses asserted;

v. The parties may then, in order, respectively offer rebutting evidence only, unless the hearing officer for good reason, permits them to offer evidence upon their original case;

vi. Closing arguments shall be permitted and written briefs may be permitted at the discretion of the hearing officer.

9) The hearing officer shall determine relevancy, weight, and credibility of testimony and evidence. They shall base their findings on the preponderance of evidence. During the examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing unless the hearing officer, in their discretion, for good cause, otherwise directs. No still photographs, moving pictures, or television pictures shall be taken in the hearing chamber during a hearing. The hearing officer, prior to or during a hearing, may grant a continuance for any reason they believe to be important to reaching a fair and proper decision. The hearing officer shall render a written decision no later than

thirty (30) calendar days after the conclusion of the hearing. The opinion shall set forth findings of fact, conclusions, and recommendation.

10) The hearing officer may recommend sustaining or rejecting any or all of the grievance.

11) The hearing officer's written decision shall be filed with the Office of the City Manager, with a copy sent to the grievant.

12) Within sixty (60) calendar days of the receipt of the hearing officer's written decision, the City Council shall hold a closed session meeting and adopt, amend, modify or reject the recommended findings of fact, conclusions, and/or recommendation of the hearing officer. Prior to making a decision which modifies or rejects the recommendation of the hearing officer, the City Council shall be provided with an opportunity to read the transcript of the hearing. The City Council shall not conduct a de novo hearing but may, at its option, allow limited oral arguments and/or may request and review written statements from either side. The decision of the City Council shall be final and conclusive. Copies of the City Council's decision, including the hearing officer's advisory decision, shall be filed where appropriate, including the grievant's personnel file.

13) Each party shall bear equally the cost of facilities, fees and expenses of the hearing officer, including the court reporter and transcripts. Each party shall bear its own witness and attorney fees. If either party unilaterally cancels or postpones a scheduled hearing, thereby resulting in a fee charged by the hearing officer or court reporter, then the party responsible for the cancellation or postponement shall be solely responsible for payment of that fee. This process shall not apply to mutual settlements by the parties which result in an arbitration fee.

## *Article 38. Layoff & Reinstatement Procedure*

A. Should the City Manager determine reductions in force to be necessary due to lack of work, reorganization, or for financial reasons, they may initiate employee layoffs. Classifications to be affected and the number of employees included shall be determined by the City.

B. Newly hired probationary and temporary employees shall be laid off before a regular employee in the same classification.

C. In determining the order of layoffs, a combination of factors shall be considered: qualifications, seniority with the City of Loma Linda, and seniority in job classification.

D. The factors the City may use to determine the order of Layoffs are the following:

1. An employee's last four (4) performance evaluations, provided they are within the last five years;

2. Any history of employee commendations, awards, etc.;

3. Any history of employee disciplinary action;

4. Between two regular employees in the same classification with the same qualifications, and/or record, the employee with lesser seniority in the classification shall be laid off first.

E. BUMPING

1. "Bumping" means the displacement of a junior employee from their position by a senior employee in a higher classification who formerly held the same position.

2. Where two or more employees are laid off from the same position, the employee with the greatest seniority in that classification shall have the first opportunity to bump as set forth below.

3. A laid-off employee shall be entitled to bump an employee in the same position previously held by the laid off employee. The laid off employee must be able to perform the essential job functions of the former position and possess the minimum qualifications of the position as specified by the job description. Laid off employees may also be placed in a vacant lower classification for which they meet the minimum qualifications.

4. The City will notify laid-off employees of any positions available for bumping. Following such notification, the employee must notify the City Manager in writing of their intent to exercise the bumping rights within seven (7) calendar days, and the position and classification to which they intend to bump. Failure to respond will be deemed a waiver of bumping rights by the employee.

5. Where there is more than one employee in a position available for bumping, the factors in paragraph C of this Section will be used to determine which employee, if any, will be bumped.

6. The process will be repeated at the next classification level where an employee bumps in and creates an overage in that classification.

7. Any displaced employee shall be considered as laid-off for the same reason as the person who displaced them and shall in the same manner be eligible to displace another employee based on the criteria specified in paragraph D of this Article.

F. REINSTATEMENT FROM LAYOFF

1. The names of probationary and regular employees who have been laid off shall be placed on a reemployment list in order of seniority. Such names shall remain thereon for a period of one (1) year unless such persons are sooner reemployed.

2. Laid-off employees shall have a preferential right to fill vacancies that occur in the position which they held at time of layoff, or any position previously held within the City. An employee subject to reinstatement must be able to perform the essential functions of the former position and possess the minimum qualifications of the position as specified by the job description.

3. An employee who is reemployed from the reemployment list within twelve (12) months shall receive credit for former years of City service for purposes of determining seniority date and leave accruals.

## *Article 39. MEDICAL EMERGENCY LEAVE PROGRAM*

Provisions of the City's Personnel Rules and Regulations relating to medical emergency leave shall be reviewed and revised as necessary to ensure that they comply with existing relevant law.

**REST OF PAGE INTENTIONALLY LEFT BLANK**

## Article 40. D.R.I.V.E.

The City agrees to deduct from the paycheck of all employees covered by this Memorandum of Understanding, voluntary contributions to D.R.I.V.E. (Democrat Republican Independent Voter Education). D.R.I.V.E. shall notify the City of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a monthly basis for all weeks worked. The designations to start, stop, and/or modify deductions shall be limited to when an employee is initially hired, and once per year for each employee.

The phrase "weeks worked" excludes any week other than a week in which the employee earned a wage. The City shall transmit to DRIVE National Headquarters on a monthly basis, in one (1) check, the total amount deducted along with the name of each employee on whose behalf a deduction is made, the employee's social security number and the amount deducted from that employee's paycheck. The International Brotherhood of Teamsters shall reimburse the City annually for the City's actual cost for the expense incurred in administering the payroll deduction plan.

## Article 41. Communications

The City agrees that Teamsters, Local 1932 may utilize bulletin board space in designated areas upon mutual agreement with the City. The Teamsters, Local 1932 will provide the bulletin boards. The City agrees to allow the use of both City email and inter-departmental mail for the distribution of union materials to Shop Stewards, during non-working time.

Bulletin boards shall only be used for the following notices:

A. Scheduled Teamsters meetings, agendas and minutes.
B. Information on Teamster elections and the results.
C. Information regarding Teamsters social, recreational, and related news bulletins.
D. Reports of official business of Teamsters, including reports of committees or the Board of Directors.

## Article 42. Contracting Out Bargaining Unit Work

In the event the City determines a service and/or program will be contracted out, the City agrees that any Request for a Proposal for contracting out a service and/or program will not displace any current bargaining unit member. To the extent the City desires to contract out in a manner that would displace any current bargaining unit member, the City shall meet and confer with Teamsters Local 1932 and give notice as required by law.

## Article 43. Employee Assistance Program

The City will establish an Employee Assistance Program to provide assistance to employees for personal and family crises and substance abuse problems, in addition to preventative seminars and educational programs.

## Article 44. MAINTENANCE OF BENEFITS

During the term of this Memorandum of Understanding, all wages, hours, supplemental benefits and other terms and conditions of employment included within the scope of representation and not modified herein shall continue in full force and effect.

## Article 45. EXTENSION OF MOU

If a successor MOU is not negotiated by June 30, 2028, this MOU shall remain in force until a successor MOU is negotiated or the impasse process for a successor MOU has been concluded.

## Article 46. CONCLUSION OF AGREEMENT

The parties have met and conferred in good faith regarding wages, hours, and other terms and conditions of employment; and it is mutually agreed that this Memorandum of Understanding shall be effective for the period beginning July 1, 2025 and ending June 30, 2028

This Memorandum of Understanding contains all the covenants, stipulations, and provisions agreed upon by the parties. It is understood that all items relating to employee wages, hours, and other terms and conditions of employment not covered in this Memorandum of Understanding are covered by existing ordinances, resolutions, policies and practices of the City. Provisions of this Memorandum of Understanding apply only to employees represented by the Union.

## *Article 47. SIGNATURES*

| CITY OF LOMA LINDA | | TEAMSTERS LOCAL #1932 | |
|---|---|---|---|
| x 9/30/25 | | x | 9/16/25 |
| LOMA LINDA REPRESENTATIVE<br>Kevin R. Dale | DATE | TEAMSTERS REPRESENTATIVE<br>RICH SMITH | DATE |
| x | | x | 09/16/25 |
| LOMA LINDA REPRESENTATIVE | DATE | TEAMSTERS REPRESENTATIVE<br>BRIAN BOLGER | DATE |
| | | x | 9-16-25 |
| | | TEAMSTERS REPRESENTATIVE<br>ELI HERRERA | DATE |
| | | x | 9/16/25 |
| | | TEAMSTERS REPRESENTATIVE<br>MARC CRUZ | DATE |
| | | x | 9-16-25 |
| | | TEAMSTERS REPRESENTATIVE<br>VICTOR GOMEZ | DATE |
| | | x | 9/16/25 |
| | | TEAMSTERS REPRESENTATIVE<br>VICTOR PUENTES | DATE |
| | | x | 9-18-25 |
| | | TEAMSTERS REPRESENTATIVE<br>WALTER SCHEFFLER IV | DATE |

# MEMORANDUM OF UNDERSTANDING

BETWEEN THE

# *CITY OF LOMA LINDA*

AND

# TEAMSTERS LOCAL #1932

## PROFESSIONAL & ADMINISTRATIVE EMPLOYEES BARGAINING UNIT

## JULY 1, 2025 - JUNE 30, 2028

*Between*

## *The City of Loma Linda*

*And*

## *Teamsters Local #1932*
## *Professional & Administrative Bargaining Unit*

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## *July 1, 2025– June 30, 2028*

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## Article 1. Term of Memorandum of Understanding

Except where expressly stated otherwise herein, the City and the union agree that the provisions of this Memorandum of Understanding (MOU) shall become effective on July 1, 2025 and shall expire on June 30, 2028.

## Article 2. Preamble

This Memorandum of Understanding is made and entered into between Teamsters Local 1932 Professional and Administrative Bargaining Unit hereinafter referred to as “Union” and the City of Loma Linda hereinafter referred to as "City," pursuant to the California Government Code Sections 3500 et seq.

## Article 3. Recognition

The City hereby recognizes Teamsters Local 1932 as the exclusive recognized organization for the employees in the classifications as listed in Appendix "A", as well as employees in such classes as may be added to this unit hereafter by the City.

## Article 4. Management Rights

Except as otherwise provided in a memorandum of understanding adopted by the City Council, or in the personnel rules and regulations, the City has and retains the sole and exclusive rights and functions of management, including, but not limited to the following:

A. To determine the merits, necessity, or organization of any service or activity provided by law or executive order; the mission of its constituent departments, commissions and boards; budgets and appropriations of funds; and to set municipal fees and charges.

B. To decide upon and manage all facilities and operations carried on by or on behalf of the City including the locations, methods, means, and employees by which the City's functions are to be conducted.

C. To establish and change job contents and work methods, techniques, processes and production standards.

D. To determine the size and composition of the work force and to direct the work force, including the hiring, training, evaluation, promotion, demotion, discharge or transfer of employees.

E. To determine the layout, machinery, equipment and materials to be used, and to introduce new, improved adjusted or different methods of operation.

F. To establish, implement and apply work quality and quantity standards.

G. To transfer work from one job to another or from one work location or unit to another.

H. To relieve employees from duty for lack of work, lack of funds or other reasons deemed by management to be in the public interest.

I. To promote, grant pay increases and otherwise reward employees in accordance with the established pay plan.

J. To establish and revise job classifications and allocate positions to classifications.

K. To contract for the performance of City services, construction, maintenance, or any other work with outside public or private entities.

## Article 5. Union Rights and Dues

The Union retains the right to engage in the meet and confer process and employer/employee relations including, but not limited to, wages, hours and other terms and conditions of employment.

A. The City shall deduct dues and other premiums biweekly of each employee member and remit to the Union for the duration of this Memorandum of Understanding such monies that employees authorize in writing the City of deduct.

B. The Union agrees to hold harmless and indemnify the City against any such claims, causes of action, or lawsuits arising from such deductions or transmittal of such deductions to the Union.

## Article 6. City Council Determination

This Memorandum of Understanding shall be presented to the Loma Linda City Council for its determination of appropriate ordinances, resolutions, and other additional actions shall be considered to implement the provisions of this Memorandum.

## Article 7. Salaries

**A. SALARY RATES**

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

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

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

**B. SALARY SCHEDULE**

1. Employees who have received a salary rate at the 6th step of the salary range for their class for a period of not less than 3 continuous years will have their salary adjusted to the 7 step (2.5%).

2. Effective July 1, 2006, members who have received the seniority salary rate at the 7th step of the salary range for their class for a period of not less than three (3) continuous years will have their salary adjusted to the 8th step (2.5%).

**C. SALARY ON APPOINTMENT**

A newly hired employee shall normally be compensated at Step "1" of the salary range to which his/her class is allocated. If exceptional recruitment difficulties are encountered, or a candidate is exceptionally qualified, appointment at a higher step may be authorized by the Personnel Officer. All regular employees in the affected class who are being paid at a step lower than that set for the new employee may have their salaries adjusted to the same step as that set for the new employee. The City Manager will decide each case based in part on a consideration of the experience and education of affected employees and needs of the City.

**D. MERIT SALARY ADJUSTMENTS**

Advancement within a salary range shall not be automatic but based upon job performance and the increased value of the employees' service to the City. Salary adjustments shall be granted upon approval of the department head and the Personnel Officer. Employees shall be evaluated for merit salary increases in accordance with the following:

1. Employees who receive Step "1" upon initial employment, re-employment, or promotion are eligible for a merit salary review for advancement to the next step in the salary range after six (6) months of service. An employee who receives other than Step "1" of the salary range upon initial employment, re-employment, or promotion shall be eligible for a merit salary review after 12 months dating from the effective date of his/her employment, re-employment or promotion. Subsequent merit salary review dates shall fall upon the completion of twelve (12) month service periods dating from the effective date of the preceding merit increase. Merit salary reviews are contingent upon the employee's salary rate being less than or equivalent to step 6 of his/her class.

2. The granting of an official leave of absence without pay, other than ordered military leave and qualifying FMLA and CFRA leave, shall cause the employee's merit salary review date to be extended the number of calendar days she/he was on leave.

3. If an employee's performance clearly exceeds the appropriate performance standard the City Manager may grant the employee a five percent (5%) increase in salary above the established rate for his/her class for a period not to exceed twelve months.

**E. SALARY ON PROMOTION**

An employee who is promoted shall receive the nearest higher base salary rate in the new salary range that would constitute a minimum one-step salary increase (approximately 5%) over the base salary rate being received upon promotion, provided that the employee may not receive a salary rate in excess of the maximum of the range. The employee shall be given a new merit salary review date based upon the effective date of the promotion. An employee receiving a "Y" salary rate prior to his/her promotion shall not have his/her salary reduced by reason of such promotion.

**F. SALARY ON TRANSFER**

An employee, who is transferred from one position to another in a class having the same salary range as the employee's former class, shall receive the same step in the new salary range as she/he previously received. The employee's merit salary review date shall not change.

**G. SALARY ON DEMOTION**

1. Involuntary Demotion
   The employee shall receive the salary step in the new range deemed appropriate by the appointing authority and assigned a new merit salary review date based upon the effective date of the demotion.

2. Voluntary Demotion
   An employee demoted at his/her request shall have his/her monthly salary reduced to the nearest lower monthly salary in the salary range for the class to which s/he has been demoted. If the employee was in a probationary status upon demotion, s/he shall serve the remainder of his/her probationary period in the lower class. The employee shall receive a new merit salary review date based on the effective date of the demotion.

**H. SALARY REDUCTION**

Salary reductions may be made for disciplinary reasons or as a cost saving measure. Written notice of the reduction will be given the employee prior to the effective date of the reduction and a copy filed with the Personnel Officer.

**I. SALARY ON POSITION RECLASSIFICATION**

When a regular or probationary employee's position is reclassified and the employee is appointed to the position, his/her salary shall be set as follows:

1. If the position is reclassified to a class with a higher salary range than his/her previous class, his/her salary and merit salary review date shall be set in the same manner as if s/he had been promoted.

2. If the maximum base salary rate of the new class is the same as the maximum rate of the class to which the position was previously allocated the employee's salary rate and merit salary review date shall not change.

3. If the employee's base salary rate is greater than the maximum rate of the new class, his/her salary shall be designated a "Y" rate and shall not change during continuous service until the maximum of the salary range to which the class is assigned exceeds the "Y" rate.

**J. SALARY ON RE-EMPLOYMENT**

An employee re-employed after a layoff in a position in the same class s/he occupied when laid off shall receive the same salary step held upon layoff.

**K. EQUITY SALARY ADJUSTMENTS**

If in the opinion of the City Manager, the application of rules governing within-range salary progression or placement of an employee within a salary range will result in an employee receiving an inequitably low rate as compared to other employees the City Manager may raise the affected employee's salary to the step s/he deems equitable. Such action shall not be contrary to the general intent and spirit of these rules.

**L. IMPLEMENTATION OF CLASS AND COMP STUDY RESULTS.**

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

1. Salary Survey Market Average
   Bargaining unit positions shall be brought to the survey market average, as reflected in the chart attached hereto as Exhibit A.

2. Salary Step Placement Following Implementation of Market Average
   Upon implementation of a revised salary schedule and bringing positions to the survey market average (as referenced above), employees receiving upward adjustments will be placed on the next highest step of the revised salary schedule that is equal to, or greater, than their current step placement.

3. Employee anniversary dates will not change.

## *Article 8. Salary / Benefits Adjustments*

If the City grants cost of living adjustments other represented employees in excess of those granted employees in the General Group or modifies the Insurance/Deferred Compensation Plan, the Union has the right to reopen the meet and confer process. Should this right be exercised, discussions will be confined to the items referenced in this section.

## *Article 9. RETIREMENT*

A. **RETIREMENT PLAN**. The City shall maintain its contract for a pension plan with the California Public Employees Retirement System (CalPERS), as originally adopted on December 28, 1970, and amended thereafter.

B. "**CLASSIC" MEMBER CONTRACT OPTIONS.**

1. A classic member is defined as an employee who meets the definition of a "classic" member for purposes of retirement pension benefits in accordance with the Public Employees' Pension Reform Act of 2013. Generally, this includes employees that were hired before January 1, 2013 in the California Public Employees Retirement System (CalPERS) or a reciprocal retirement system with no break in service longer than six months. CalPERS ultimately determines who is a classic member in compliance with the law.

2. Classic CalPERS members shall be eligible for the 2.0% @ 55 Full and Modified Formula for Local Miscellaneous Members including integration with Social Security.

3. Member shall pay the full "employee contribution" toward CalPERS, via payroll deduction on a pre-tax basis.

C. **NEW MEMBER CONTRACT OPTIONS.**

1. A new member is defined as an employee who meets the definition of a "new" member for purposes of retirement pension benefits pursuant to the Public Employees' Pension Reform Act of 2013. Generally, this includes employees that were hired into a regular position on or after January 1, 2013, or former members who have more than a six-month break in service. CalPERS ultimately determines who is a new member in compliance with the law.

2. New members shall be eligible for the 2% @ 62 Formula for Local Miscellaneous Members including integration with Social Security.

3. Employees hired on or after January 1, 2013, shall pay 50% member contribution of the normal cost rate for the benefit formula 2.0% at age 62 via payroll deduction on a pre-tax basis (Government Code Section 7522.30). This amount will be adjusted periodically by CalPERS.

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## Article 10. Hours of Work

A. **4/10 Work Schedule** — Employees currently working a forty-hour (40) per week schedule may be assigned to a 4/10-work schedule consisting of four (4) ten (10) hour days in a seven (7) day period; hours to be determined by the City Manager.

B. **Holiday Schedule** — the hour value of a holiday shall be equivalent to the scheduled workday (i.e. if on a 10 hour day schedule, holiday would be compensated at 10 hours; if on an 8 hour day schedule, holiday would be compensated at 8 hours). In conjunction with the 4/10 work schedule, if a scheduled holiday falls on a Sunday, the following Monday shall be observed as the holiday; if a scheduled holiday falls on a Friday or Saturday, it shall be converted to a floating holiday; if a scheduled holiday falls on any other scheduled off workday, it shall be converted to a floating holiday. These floating holidays shall be subject to the same restrictions as other floating holidays, except that they must be taken after the holiday for which they substitute.

## Article 11. Overtime

1. Employees having a normal work week: Hours worked in excess of the employee's regularly scheduled hours in a workday or hours worked in excess of forty (40) in a workweek shall be overtime.

2. Overtime shall be credited in fifteen (15) minute increments with no credit given for time worked, which is less than fifteen (15) minutes.

3. Overtime worked by employees in full-time positions shall be paid or converted to compensatory time at a premium rate, i.e.; time and one-half the employee's regular rate of pay.

4. For purposes of overtime computations authorized paid leave, sick leave, compensatory time, and holiday time taken shall be counted as hours worked.

5. Overtime must be authorized in advance by a department head, his/her designee, or the City Manager.

6. Mandatory/required training every attempt shall be made to schedule such training during regular work hours to minimize the payment of overtime. When such arrangements cannot be made, the department head, designee or City Manager shall determine the feasibility of overtime or change the employee's day off to accommodate the training. All changes are restricted to the same workweek in which the training occurs and will be the day before or the day after non-work days.

   Example: employee is normally off on Friday, Saturday and Sunday. Training falls on Friday, employee is given Monday of the same workweek off in lieu of Friday; any other day off in lieu must be agreed upon by the employee. Employee may discuss any issues not agreed upon between the employee and immediate Supervisor with Department Head.

## Article 12. Certification Pay

Not currently applicable to the Professional and Administrative Bargaining Unit.

## Article 13. Acting Pay

The City Manager may, at his discretion, grant a temporary salary increase to an employee temporarily assigned to a position in a higher classification in accordance with the following:

1. The Increase shall be 5% above the employee's basic rate of pay, or the first step of the range of the higher classification, whichever is higher.

2. Increases granted shall be effective after the employee has worked in the higher classification for four (4) consecutive weeks. Such four (4) week qualification period shall apply to every acting assignment, provided, however, that acting pay may be approved beginning the first day of an acting assignment. Such approval is contingent upon there being an anticipated acting assignment in excess of four (4) weeks.

3. During the period of "Acting Pay," the employee must be assigned and perform duties of a higher classification. Acting pay shall not be paid upon the voluntary performance of duties of a higher classification.

4. The employee must be qualified for the higher classification.

5. At the conclusion of an acting assignment, the employee shall revert to his previous salary and classification. Such action shall not be considered disciplinary.

## Article 14. Call Back Pay

"Call Back" is defined as those occasions when an employee responds to a City request to report to duty outside of their scheduled shift. For purposes of call back, time spent by the employee in traveling to the work site from his/her residence shall be considered hours worked.

| Hours Paid | Day of the Week: |
|---|---|
| **2** | Monday, Tuesday, Wednesday, or Thursday if the day is not a City holiday |
| | |
| **3** | Friday, Saturday, Sunday, and any City holiday |

Only one minimum credit shall be applied within any two (2) hour period, or three (3) hour period, based on the day as reflected above. Employee shall be credited with hours actually worked provided that there will be a minimum credit of two (2) hours, or three (3) hours, for each call back based on the day as reflected above.

## Article 15. Pay while On-Call

"On-call" is that period of time other than regularly scheduled work hours during which an employee may be contacted for a call-out to provide services. On-call employees shall receive straight time pay in accordance with the following:

| Hours Paid | Day of the Week |
|---|---|
| **1** | Monday, Tuesday, Wednesday, or Thursday if the day is not a City holiday |
| | |
| **3** | Friday, Saturday, Sunday, and any City holiday |

No employee shall be required to be available unless they are in an “On-call” status.

## Article 16. Uniform Allowance

Effective July 1, 2017, the following positions required to wear a uniform and safety shoes shall annually receive a total of $600 per year for the purpose of purchasing uniforms and safety shoes. No portion of the annual credit may be carried over to the following year. All uniforms shall be in good conditions, projecting a professional, positive image.

The uniform allowance will be reported to CalPERS in accordance with CalPERS procedures. Pursuant to IRS regulations, the uniform allowance will be reported as a taxable fringe benefit and subject to standard taxation.

- Code Compliance/Animal Control Officer
- Fire Prevention Inspector
- Parking Enforcement / Animal Control Officer

The City shall permit employees to purchase boot dressings, socks, shoelaces, insoles, boot guards, and undergarments.

Safety shoes must comply with current California Office of Safety and Health Administration (Cal/OSHA) standards, Title 8, Section 3385, as amended.

## Article 17. Tuition Reimbursement / Education Incentive

A. Reimbursement. The City Tuition Reimbursement Program will be set at $5,000.00 per fiscal year maximum, pursuant to the City’s Tuition Reimbursement Program Policy.

B. Education Incentive. An employee with a Bachelor’s degree or advanced degree from an accredited educational institution, and where the degree is not required by the applicable job description, shall receive an additional allowance of $150 per month. The education incentive shall be capped at $150 per month, regardless of the total number of degrees held.

Employees who were receiving a degree incentive as of July 1, 2024, and where the degree is required by their job description, shall be grandfathered and continue to be eligible to receive the incentive.

## Article 18. INSURANCE / DEFERRED COMPENSATION

A. CAFETERIA PLAN CONTRIBUTION

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

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

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

B. RETIREE MEDICAL CONTRIBUTION. Pursuant to the Public Employees' Medical and Hospital Care Act Program, the City will contribute the statutory minimum towards the payment of medical insurance premiums for members who retire from the City of Loma Linda. The amount is adjusted annually by the CalPERS board to reflect any change in the medical care component of the Consumer Price Index.

C. MEDICAL INSURANCE

1. EXCESS MEDICAL. An employee who selects a health insurance plan which costs less than the City's maximum monthly contribution may have a portion of the difference as set forth below, placed in his/her deferred compensation plan. Purchase products available through the city's cafeteria plan or receive a cash out.

   For employees hired on or after July 1, 2025, the maximum monthly amount available for an employee to be placed in a deferred compensation account and/or to cash out shall be $350.00.

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

   - Effective on the commencement of the 1st pay period after July 1st, 2025, $1,900.00
   - Effective on the commencement of the 1st pay period after July 1st, 2026, $1,700.00
   - Effective on the commencement of the 1st pay period after July 1st, 2027 $1,500.00.

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

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

For employees hired on or after July 1st, 2025, the maximum monthly amount available for an employee to place in a deferred compensation account and/or to cash out shall be $350.00.

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

- Effective on the commencement of the 1st pay period after July 1st, 2025, $1,900.00
- Effective on the commencement of the 1st pay period after July 1st, 2026, $1,700.00
- Effective on the commencement of the 1st pay period after July 1st, 2027, $1,500.00.

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

4. DEFERRED COMPENSATION. Employees are eligible to voluntarily participate in a 457(b) Deferred Compensation Plan as provided for in State and Federal tax codes. Employees may contribute to the plan in accordance with plan provisions and subject to plan maximums.

5. Note: Either the City or Union may request to discuss the City's contribution toward benefits for purposes of the 2027-2028 fiscal year by making a request on or after March 1, 2027. However, neither the City or Union will be obligated to agree to any further revisions.

## *Article 19. Paid Leave*

Paid Leave is time off with pay for vacation, personal business, short-term illness or disability due to non-work related injuries, pregnancy or other reasons requiring the employee's absence from work. Paid leave is posted monthly and is available for use after ninety (90) days of full-time employment.

**1. Accrual**

a. Full-time employees shall accrue paid leave in accordance with the following:

| Years of Continuous Service | Hours Accrued per Mouth of Continuous Service | Maximum Hours Permitted in Employee's Account |
|---|---|---|
| 1 month – 5 years | 10.67 | 208 |
| 6-10 years | 14 | 288 |
| 11 | 14.66 | 304 |
| 12 | 15.33 | 320 |
| 13 | 16 | 336 |
| 14 | 16.66 | 352 |
| 15+ | 17.33 | 368 |

b. When the credited hours reach the "Maximum Hours Permitted In Employee's Account," accrual stops until the credited amount is below the maximum.

**2. Paid Leave Usage**

a. Employees may not take paid leave during their first 90 days of service.

b. Paid leave shall be taken at a time determined by the department head with due regard for the wishes of the employee and particular regard for the needs of the service.

c. Unless otherwise approved by the employee's supervisor, an employee shall submit a request to take paid leave, for other than their personal illness or injury or illness or injury to the employee's child, to their supervisor at least seven (7) calendar days prior to the intended start of the leave.

d. With the exception of employees serving an original probationary period an employee must take a minimum of one forty (40) hour increment of paid leave per anniversary period.

e. An employee's paid leave account will not be affected by municipal holidays that occur while the employee is absent on paid leave.

**3. Pay for Unused Paid Leave.**

Upon termination an employee will be paid at his/her base hourly rate for all unused hours in his/her paid leave bank. Such payment shall not be construed as extending the employee's period of employment.

**4. Credit for Prior Service.**

If a person was employed with another government agency immediately prior to his/her appointment to a City position, full or partial credit may be allowed by the City Manager for that service time in establishing the employee's accrual rate.

**5. Annual Conversion.**

Once each fiscal year, an employee may elect to convert up to 40 hours of paid leave into a cash payment at the employee's then-current rate of base pay as long as the employee maintains a minimum of 160 hours of annual paid leave after the conversion.

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## Article 20. Sick Leave

**1. Accrual**

Full-time non-shift employees shall accrue sick leave as follows:

| Hours Accrued per Month of Continuous Service | Maximum Hours Permitted in Employee's Account |
|---|---|
| 4 | 344 |

**(b) Sick leave Usage**

Sick leave may be used for an absence in excess of two (2) hours due to the employee's illness, injury, or pregnancy: or the illness or injury of the employee's family member. Family members include the employee's parent, parent-in-law, child, spouse, registered domestic partner, grandparent, grandchild, sibling, or designated person pursuant to applicable law.

**(c) Pay for Unused Sick Leave**

(1) Annually, an employee who has in excess of 344 hours of unused sick leave may be paid at his/her base hourly rate for a maximum of 48 hours of unused sick leave in excess of the 344 hours.

(2) Upon separation, an employee working a normal workweek will be paid at his/her base hourly rate for one-third (1/3) of unused sick leave up to 344 hours. Additionally, if the unused leave exceeds 344 hours he/she shall be paid for no more than 48 hours of any excess over 344 hours. A payment for unused sick leave shall not be construed as extending the employee's period of employment.

**(d) Sick Leave Transfer**

Sick Leave Transfers shall be allowed upon City Manager or his/her designee approval to donate paid leave on a dollar for dollar basis to employees who have been forced to be absent from work due to a qualifying medical condition under FMLA beyond the coverage of their accumulated sick days.

## Article 21. Bereavement Leave

Upon the death of an immediate family member, employees shall receive up to three (3) days of paid bereavement leave. In addition, employees may choose to take up to three (3) additional days of bereavement leave by utilizing their own accrued paid leave.

Immediate family shall be defined as the following relatives to either the employee or their spouse: spouse, child (including foster child or ward of the court), parent, grandparent, brother, sister, niece, nephew, stepchildren, and grandchildren. Bereavement leave may also be used for the significant other of the employee provided the employee shows proof of cohabitation.

The City will extend bereavement leave for aunts and uncles, but such leave shall be limited to one (1) day.

Bereavement Leave may be used for purposes of attending funeral services or to mourn and process the passing of a family member, or to help a spouse do so.

Employees may split the available Bereavement Leave set forth above into two (2) blocks of time.

## Article 22. Voluntary Leave Program

Employees may be granted a maximum of eighty (80) hours of time off without pay provided seniority and the accrual of fringe benefits shall not be affected. Leave under this program shall be subject to existing rules and administrative regulations governing leaves without pay and the submittal and approval of leave requests.

## Article 23. Jury Duty

All positions represented by the Association required to report for jury duty shall be compensated for the time off work. Employees shall not be required to report to work the morning of jury duty and shall report to work after release from jury duty service if there is one or more hours left in their regularly scheduled workday.

## Article 24. Rest Period

All bargaining unit positions shall be granted a 7-hour rest period after working in excess of sixteen (16) consecutive hours. If this rest period falls within the employee's regularly scheduled work period, the employee shall be paid for that time at the regular rate of pay.

Any employee subject to a Call Back after midnight shall be allowed to have his/her shift for the next day reduced by the number of hours spent working on the Call Back after midnight. The reduction of hours for hours worked after midnight shall be observed at the start of the employee's shift.

If the Call Back is within two (2) hours prior to the start of the employee's scheduled shift, the reduction of hours shall be observed at the end of the employee's shift.

In unique situations where the employee works multiple Call Backs after midnight and responds to a Call Back within two (2) hours prior to the start of the employee's scheduled shift, the cumulative reduction of hours worked shall be observed at the end of the employee's scheduled shift.

## Article 25. Witness Appearance

Absence from work due to an employee being called as a witness in a public office malfeasance suit related to the City will be considered an excused absence with pay.

## Article 26. Voting

1. If an employee is scheduled to be at work during polling hours and they do not have sufficient time outside of working hours to vote at a statewide election, California law allows such employee to take up to two hours off to vote, without losing any pay.

2. Employees may take as much time as they need to vote, but only two hours of that time will be paid.

3. Employees time off for voting can be only at the beginning or end of your regular work shift, whichever allows the most free time for voting and the least time off from your regular working shift, unless you make another arrangement with your employer.

4. Employees must notify their supervisor at least two working days prior to the election if they are requesting time off to vote.

5. This provision may be changed if any changes are made to California Elections Code Section 14001.

## Article 27. Blood Donation and Inoculation Leave

1. With the prior approval of the appointing authority and upon submitting proof of donation, regular or promotional probationary employees donating blood without receiving compensation for such donation may be granted four (4) hours off with pay for each donation. With prior approval, regular or promotional probationary employees may be granted two (2) hours off with pay for annual inoculations.

2. Accumulation. Blood donation and inoculation leave hours shall cumulatively be capped at 40 hours.

3. Blood Donation and Inoculation Pay on Separation. No payment shall be granted to an employee for accrued blood donation or inoculation leaves at the time of separation.

## Article 28. Shop Stewards

The Union may designate up to one (1) Shop Steward. The Shop Steward shall be granted up to two (2) hours of paid release time per month for purposes of attending Union meetings and conducting Union business.

Release time shall be scheduled in advance with permission from the immediate supervisor. Supervisors shall grant release time requests pursuant to this section, unless doing so would pose a hardship related to City operations. In that case, supervisors shall work with the Union in good faith to schedule release time in a manner that does not cause a hardship to the City.

A list of the designated Shop Stewards shall be provided to Human Resources upon request, or at least once per year.

## *Article 29. HOLIDAYS*

1. The following days shall be recognized as holidays for all regular full-time employees:

| Holiday | Day Observed |
|---|---|
| **New Year's Day** | *January 1* |
| **Martin Luther King Day** | *Third Monday in January* |
| **President's Day** | *Third Monday in February* |
| **Memorial Day** | *Last Monday in May* |
| **Independence Day** | *July 4* |
| **Labor Day** | *First Monday in September* |
| **Veteran's Day** | *November 11* |
| **Thanksgiving Day** | *Fourth Thursday in November* |
| **Christmas Eve** | *December 24* |
| **Christmas Day** | *December 25* |
| **New Year's Eve** | *December 31* |

**2**. OBSERVANCE OF HOLIDAYS**.** When a holiday falls on a Sunday the next day shall be observed as the holiday. When a holiday falls on a Friday, Saturday or other scheduled day off, it shall be converted to a floating holiday.

**3.** EXCEPTIONS. Christmas Eve and New Year's Eve are paid days off only when they fall on a Monday, Tuesday, Wednesday, or Thursday and do not convert to floaters if they fall on Friday, Saturday or Sunday.

**4**. The hour value of a holiday shall be equivalent to the scheduled workday.

**5**. In the event that a bargaining unit member does not take paid time off for floating holidays, the employee shall be paid at their current pay rate for accumulated floating holiday time at the end of each fiscal year.

**6.** Floating holidays shall be designated by the employee and requires management approval, in advance, before it is taken.

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## Article 30. Compensatory Time Off

Employees shall be permitted to select time-and-one-half pay or time-and-one-half compensatory time for overtime hours worked. The maximum accumulation of compensatory time shall be forty (40) hours. Selection of pay or compensatory time shall be made during the pay period in which the overtime hours are worked unless a different arrangement is agreed to by the employee and his/her supervisor.

Compensatory time shall be taken as time off unless otherwise approved by the City Manager. Upon termination, the employee will be paid at his/her base hourly rate for unused compensatory time.

## Article 31. Employment List

In the event the appointing authority and/or Personnel Officer chose to extend the list as provided in the Personnel Rules and Regulations Article 7, Employment Lists, Section 7.2 (a) Duration of Lists, each employee on the list will be personally notified. If the appointing authority and/or Personnel Director chose to further approve the same list for an additional six months, the City will personally notify each employee on the list of such extension. All such notifications shall be in writing, with a copy to be sent to the Association.

## Article 32. Probation

Newly hired and reinstated employees shall serve an "original probationary period" of one (1) year.

Promoted employees shall serve a "promotional probationary period" of six months. A leave of absence, other than vacation and temporary military leave, shall cause a probationary period to be extended by the length of such leave. Prior to the expiration of an employee's probationary period, the appointing authority shall recommend to the Personnel Officer that one of the following actions be taken:

a. Grant employee regular status.
b. Extend the probationary period for a period not to exceed six (6) months.
c. Deny the employee regular status.

### A. OBJECTIVE OF PROBATIONARY PERIOD

The probationary period is part of the examination process and shall be utilized for closely observing the employee's work and for securing the most effective adjustment of a new or promoted employee to his/her position. During the probationary period, the employee will receive periodic performance reviews as dictated by policies or rules.

### B. DENIAL OF REGULAR STATUS

During an original probationary period, the employee may be terminated without cause and shall not be entitled to the right of appeal or pre-termination due process. If an employee serving a promotional probationary period is denied regular status because of a failure to perform satisfactorily in the position s/he shall be reinstated to a position in the class from which s/he was promoted. The denial of regular status in the promotional class shall not be considered a disciplinary action.

## Article 33. Off-Duty Employment Policy

No officer or employee of the City will engage in any employment, activity, or enterprise for compensation of any kind or character which is inconsistent, incompatible, or in conflict with his duties as an officer or employee of the City.

To establish a uniform procedure regarding employment outside of an employee's City position, the City will establish an Off-Duty Employment Policy.

## Article 34. Modified Duty Program for Work Related Injuries

To provide a policy statement and establish procedures for a uniform response and handling of a department, division and/or Citywide modified duty/return to work program, the City will establish Modified Duty Program for Work Related Injuries.

## Article 35. Disability Insurance

The Disability Insurance Program shall provide for disability payments after thirty (30) days from the onset of the disability or upon exhaustion of all accrued sick leave, whichever is longer.

## Article 36. Disciplinary Procedure

### A. Disciplinary Action

Disciplinary action refers to actions by management resulting from employee conduct that is contrary to the best interests of the public service. It is primarily corrective in nature and taken in response to acts or a failure to act on the part of the employee. Disciplinary action does not include demotions, pay reductions, and layoffs resulting from organizational or service changes.

The following is the exclusive list of disciplinary actions that may be taken against an employee:

- Oral and Written Reprimands - Informal (oral) or formal (written) notification of performance or conduct deficiencies.
- Suspension - An involuntary absence without pay.
- Salary Reduction - A reduction in pay from the employee's current step within a pay range to any lower step within the range.
- Demotion - Involuntary movement from a position in one class to a position in another class having a lower salary range.
- Dismissal - Discharge from the City service.

### B. Causes for Disciplinary Action

The following is a non-exclusive list of the more common causes for disciplinary action:

a) Violation of City policies, ordinances, rules, and regulations.

b) Failure to maintain job performance standards.

c) Failure to maintain adequate personal appearance.

d) Lack of professionalism.

e) Discourteous treatment of other employees, members of the public, or others.

f) Insubordination.

g) Carelessness.

h) Dishonesty.

i) Tardiness or excessive absences.

j) Violation of a safety rule or policy.

k) Failure to maintain accurate records in the course of their work.

l) Physical abuse or threats directed at supervisors, co-workers or the public.

m) Willful damage of public property.

n) Theft of City property or property of others.

o) Being under the influence of alcohol or cannabis while on-duty or possessing such substances in the workplace.

p) Using, possessing, or being under the influence of illegal drugs or narcotics while on duty.

q) Conviction of a felony.

r) Unauthorized use of a City position, equipment, supplies or other property.

s) Acts which would bring discredit on the City.

**C. Notice of Proposed Disciplinary Action**

Regular and promotional probationary employees shall be given prior written notice of a proposed disciplinary action, except Oral and Written reprimands, unless the good of the service demands that such action be taken immediately. Notification shall include a statement of the proposed action and reasons therefore, copies of the charges and materials upon which the action is based, and a statement of the employee's right to respond, either orally or in writing, to the appointing authority.

**D. Records of Disciplinary Actions**

Records of disciplinary actions will be filed in the confidential portion of an employee's personnel file. This section cannot be accessed without the permission of the Personnel Officer.

**E. Administrative Review**

1) Right to Administrative Review

A regular or promotional probationary employee shall have the right to an administrative review of a proposed disciplinary suspension, salary reduction, demotion or dismissal. An employee has the right to be represented at any phase of the Administrative Review by a representative of their choice. Phase one will be conducted prior to the effective date of the disciplinary action unless emergency circumstances justify an effective date which makes prior review unfeasible. In this event, the requested review shall be scheduled within not less than ten (10) workdays after the effective date of the disciplinary action.

a) Phase One - Appointing Authority

Upon receipt of the employee's written request for an administrative review, the appointing authority, or designee, shall serve as the reviewing officer and provide the employee with an opportunity to respond to the allegations and proposed discipline. The employee may choose to respond verbally and/or in writing. Within ten (10) workdays after completion of the review, the reviewing officer shall submit their written decision to the employee.

b) Phase Two - City Manager

1) If the employee is subject to a disciplinary suspension, salary reduction, demotion, or dismissal following the completion of Phase One, the employee may request a review of the matter by the City Manager, or their designee. Such written request must be submitted within five (5) workdays of the receipt of the disciplinary action following Phase One. A request for a Phase Two review does not stay the effective date of any disciplinary action implemented after the completion of Phase One.

2) The employee's request plus all relevant documents and records shall be submitted to the City Manager, or their designee. The City Manager or their designee shall conduct a review and investigation of the matter as they deem appropriate and necessary. The City Manager or their designee shall issue a written decision to the employee within ten (10) workdays from receipt of the employee's request.

**F. Post-Disciplinary Appeal**

1) Right to Post-Disciplinary Hearing

A regular or promotional probationary employee shall have the right to a post-disciplinary appeal hearing related to the following types of disciplinary action:

a. Suspensions of more than three (3) workdays.

b. Salary reduction.

c. Demotion.

d. Dismissal.

2) A post-disciplinary appeal of the disciplinary actions set forth above must be in writing and filed with the Office of the City Manager within five (5) workdays of receiving the Phase Two decision. If, within the five (5) workday appeal period, the employee does not file an appeal, and unless good cause for the failure is shown, the disciplinary action shall be considered conclusive.

3) If, within the five (5) workday appeal period, the employee files a written appeal to the Office of the City Manager, an appeal hearing shall be established as set forth below.

**G. Hearing Procedures**

1) The City Council has the option of hearing the appeal directly or having the appeal heard by an advisory hearing officer. If the City Council directly presides over the hearing, it shall schedule a closed session hearing within sixty (60) calendar days of the appeal. The City Council shall issue a written decision within thirty (30) days of the hearing completion, and which shall be final and binding.

2) Pursuant to the Brown Act at Government Code section 54957, an employee may elect to have a disciplinary hearing that is heard directly by the City Council held in open session. In that case, and following the completion of the open session hearing, the City Council shall deliberate in a private, closed session meeting.

3) If the City Council chooses to have the appeal heard by an advisory hearing officer, the California State Mediation and Conciliation Service shall be requested to submit a list of seven (7) persons qualified to act as hearing officers for the hearing. Within ten (10) workdays following receipt of the list of hearing officers, the parties shall confer to select the hearing officer. The parties shall alternately strike one (1) name from the list of hearing officers (the right to strike the first name to be determined by lot) until one (1) name remains, and that person shall be the hearing officer.

4) Where practicable, and depending on the availability of the selected hearing officer, the hearing shall be scheduled within sixty (60) calendar days of the appeal. The parties may stipulate to a longer period of time in scheduling the appeal hearing. All interested parties shall be notified in writing of the date, time, and place of hearing.

5) Subpoenas and subpoenas duces tecum pertaining to the hearing shall be issued at the request of either party, not less than seven (7) calendar days prior to the commencement of such hearing. After the commencement of such hearing, subpoenas shall be issued only at the discretion of the hearing officer.

6) The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which might make admission of such evidence improper based on

objection in civil actions. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions, and irrelevant and unduly repetitious evidence shall be excluded. The hearing officer shall not be bound by technical rules of evidence. The hearing officer shall rule on the admission or exclusion of evidence.

7) Each party shall have these rights: To be represented by legal counsel or other person of their choice; to call and examine witnesses; to introduce evidence; to cross-examine opposing witnesses on any matter relevant to the issues even though that matter was not covered in the direct examination; to impeach any witness regardless of which party first called them to testify; and to rebut the evidence against them. If the grievant does not testify on their own behalf, they may be called and examined as if under cross-examination. Oral evidence shall be taken only on oath or affirmation. A court reporter will be engaged to record the disciplinary appeal hearing.

8) The hearing shall proceed in the following order, unless the hearing officer, for special reason, otherwise directs (these procedures will apply regardless of whether a hearing officer or the City Council is presiding over the hearing):

    i. The City representative shall be permitted to make an opening statement;

    ii. The appellant shall then be permitted to make an opening statement;

    iii. The City shall produce evidence to support the disciplinary action, and bears the burden of proof and burden of producing evidence;

    iv. The appellant may then open their defense and offer their evidence in support thereof; the appellant bears the burden of proof and the burden of producing evidence for any affirmative defenses asserted;

    v. The parties may then, in order, respectively offer rebutting evidence only, unless the hearing officer for good reason, permits them to offer evidence upon their original case;

    vi. Closing arguments shall be permitted and written briefs may be permitted at the discretion of the hearing officer.

9) The hearing officer shall determine relevancy, weight, and credibility of testimony and evidence. They shall base their findings on the preponderance of evidence. During the examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing unless the hearing officer, in their discretion, for good cause, otherwise directs. No still photographs, moving pictures, or television pictures shall be taken in the hearing chamber during a hearing (unless the City Council is presiding and the appellant requested an open session hearing as previously referenced). The hearing officer, prior to or during a hearing, may grant a continuance for any reason they believe to be important to reaching a fair and proper decision. The hearing officer shall render a written decision no later than thirty (30) calendar days after the conclusion of the hearing. The opinion shall set forth findings of fact, conclusions, and recommendation.

10) The hearing officer may recommend sustaining or rejecting any or all of the charges against the employee, and the discipline that was imposed. The hearing officer may not recommend imposing a disciplinary action that is greater than in the final disciplinary action issued by the City.

11) The hearing officer's written decision shall be filed with the Office of the City Manager, with a copy sent to the appellant.

12) Within sixty (60) calendar days of the receipt of the hearing officer's written decision, the City Council shall hold a closed session meeting and adopt, amend, modify or reject the recommended findings of fact, conclusions, and/or recommendation of the hearing officer. Prior to making a decision which modifies or rejects the recommendation of the hearing officer, the City Council shall be provided with an opportunity to read the transcript of the hearing. The City Council shall not conduct a de novo hearing but may, at its option, allow limited oral arguments and/or may request and review written statements from either side. The decision of the City Council shall be final and conclusive. Copies of the City Council's decision, including the hearing officer's advisory decision, shall be filed where appropriate, including the grievant's personnel file.

13) Each party shall bear equally the cost of facilities, fees and expenses of the hearing officer, including the court reporter and transcripts. Each party shall bear its own witness and attorney fees. If either party unilaterally cancels or postpones a scheduled hearing, thereby resulting in a fee charged by the hearing officer or court reporter, then the party responsible for the cancellation or postponement shall be solely responsible for payment of that fee. This process shall not apply to mutual settlements by the parties which result in an arbitration fee.

14) The provisions of Section 1094.6 of the Code of Civil Procedure shall be applicable to proceedings under this Section.

## *Article 37. Grievance Procedure*

### A. Grievance Definition

An expressed claim by an employee that the City has violated, misinterpreted, or misapplied an obligation to the employee as such obligation is expressed and written in the City Personnel Ordinance or Rules and Regulations or this current Memorandum of Understanding.

### B. General Provisions

1) Employees shall not be subject to retaliation or other reprisal for utilizing the grievance procedure set forth herein.

2) Forms for filing and processing grievances and other documents necessary under these procedures shall be prepared by the Personnel Officer and made available to employees. All documents, communications, and records dealing with the processing of grievances shall be filed separately from personnel files.

3) Failure by the City at any step of this procedure to communicate the decision on the grievance within specified time limits shall permit the grieving employee to proceed to the next step.

4) Failure by the employee at any step of this procedure to appeal a decision within specified time limits shall constitute a declining of further appeal and render the decision reached in the preceding step final.

5) The grieving employee may be required to be present at any step in the grievance procedure.

6) The time limits specified at any step in this procedure may be extended by mutual agreement of the parties.

7) An employee may be represented by a person of their choosing provided that they are not involved in the underlying dispute.

8) The employee and/or their representative may use a reasonable amount of work time as determined by the appropriate supervisor or Department Head in presenting the grievance. However, no employee shall absent themselves from work without being excused by their supervisor.

9) No employee shall be required to be represented by the Union in processing a grievance. The settlement terms of a grievance which is processed by an employee individually or by their representative shall not conflict with the express provisions of the Memorandum of Understanding between the City and the Union.

10) A group grievance may be filed when one (1) set of circumstances or occurrences affects more than one (1) employee in the same manner or to the same extent. The group may file one (1) document which all members of the group have read and signed. Members of the group shall be limited to those who have signed the grievance. The resolution of a group grievance may not be consistent among all employees in the group grievance due to differences in the circumstances or occurrences that brought about the grievance.

11) A group grievance affecting all members of an employee organization may be brought by the Union itself. In such case the procedure shall be commenced directly at Step 3 within fifteen (15) workdays after an authorized representative of the Union knew, or by reasonable diligence should have known, of the condition giving rise to the grievance and shall be subject to all applicable time limitations and the provisions set forth above.

**C. Grievance Steps**

Step 1 - The employee shall inform their immediate supervisor of a grievance and relevant facts within five (5) workdays after the employee knew, or in the exercise of reasonable diligence should have known, of the events giving rise to the grievance. Within ten (10) workdays after the supervisor was advised of the grievance, the supervisor shall inform the employee of their decision.

Step 2 - If the grievance is not resolved at Step 1 and not later than five (5) workdays following completion of Step 1, the grievant may submit the grievance in writing to their department head. The

grievance shall include a citation to the section(s) of the Memorandum of Understanding, personnel ordinance or rules and regulations alleged to have been violated and the remedy sought. The department head shall give their written decision to the grievant within ten (10) workdays from receipt of the grievance.

Step 3 - If the grievance is not resolved at Step 2 and not later than five (5) workdays following completion of Step 2, the grievant may submit the grievance in writing to the City Manager. The City Manager shall review the grievance and give their written decision to the grievant within ten (10) workdays from receipt of the grievance.

Step 4 - If the grievant is dissatisfied with the decision of the City Manager rendered at Step 3 and not later than five (5) workdays following the completion of Step 3, the grievant may appeal to the City Council. Such appeal must be submitted in written form to the Office of the City Manager.

If, within the five (5) workday appeal period, the grievant does not file an appeal, and unless good cause for the failure is shown, the grievance shall be considered conclusive as set forth in the City Manager's decision. If, within the five (5) workday appeal period, the employee involved files a written appeal to the Office of the City Manager, an appeal hearing shall be established as set forth below.

**D. Hearing Procedures**

1) The City Council has the option of hearing the grievance directly or having the grievance heard by an advisory hearing officer. If the City Council directly presides over the grievance hearing, it shall schedule a closed session hearing within sixty (60) calendar days of the appeal. The City Council shall issue a written decision within thirty (30) days of the hearing completion, and which shall be final and binding.

2) The grievance hearing shall be a private proceeding and not open to the public or others.

3) If the City Council chooses to have the grievance heard by an advisory hearing officer, the California State Mediation and Conciliation Service shall be requested to submit a list of seven (7) persons qualified to act as hearing officers for the grievance hearing. Within ten (10) workdays following receipt of the list of hearing officers, the parties shall confer to select the hearing officer. The parties shall alternately strike one (1) name from the list of hearing officers (the right to strike the first name to be determined by lot) until one (1) name remains, and that person shall be the hearing officer.

4) Where practicable, and depending on the availability of the selected hearing officer, the hearing shall be scheduled within sixty (60) calendar days of the appeal. The parties may stipulate to a longer period of time in scheduling the appeal hearing. All interested parties shall be notified in writing of the date, time, and place of hearing.

5) Subpoenas and subpoenas duces tecum pertaining to the hearing shall be issued at the request of either party, not less than seven (7) calendar days prior to the commencement of such hearing. After the commencement of such hearing, subpoenas shall be issued only at the discretion of the hearing officer.

6) The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which might make admission of such evidence improper based on objection in civil actions. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions, and irrelevant and unduly repetitious evidence shall be excluded. The hearing officer shall not be bound by technical rules of evidence. The hearing officer shall rule on the admission or exclusion of evidence.

7) Each party shall have these rights: To be represented by legal counsel or other person of their choice; to call and examine witnesses; to introduce evidence; to cross-examine opposing witnesses on any matter relevant to the issues even though that matter was not covered in the direct examination; to impeach any witness regardless of which party first called them to testify; and to rebut the evidence against them. If the grievant does not testify on their own behalf, they may be called and examined as if under cross-examination. Oral evidence shall be taken only on oath or affirmation. A court reporter will be engaged to record the hearing, unless the parties (City, hearing officer, grievant/grievant representative) all mutually agree that a court reporter is not necessary.

8) The hearing shall proceed in the following order, unless the hearing officer, for special reason, otherwise directs:

    i. The grievant shall be permitted to make an opening statement;

    ii. The City shall then be permitted to make an opening statement;

    iii. The grievant shall produce evidence supporting their position, and bears the burden of proof and burden of producing evidence;

    iv. The City may then open its defense and offer its evidence in support thereof; the City bears the burden of proof and the burden of producing evidence for any affirmative defenses asserted;

    v. The parties may then, in order, respectively offer rebutting evidence only, unless the hearing officer for good reason, permits them to offer evidence upon their original case;

    vi. Closing arguments shall be permitted and written briefs may be permitted at the discretion of the hearing officer.

9) The hearing officer shall determine relevancy, weight, and credibility of testimony and evidence. They shall base their findings on the preponderance of evidence. During the examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing unless the hearing officer, in their discretion, for good cause, otherwise directs. No still photographs, moving pictures, or television pictures shall be taken in the hearing chamber during a hearing. The hearing officer, prior to or during a hearing, may grant a continuance for any reason they believe to be important to reaching a fair and proper decision. The hearing officer shall render a written decision no later than thirty (30) calendar

days after the conclusion of the hearing. The opinion shall set forth findings of fact, conclusions, and recommendation.

10) The hearing officer may recommend sustaining or rejecting any or all of the grievance.

11) The hearing officer's written decision shall be filed with the Office of the City Manager, with a copy sent to the grievant.

12) Within sixty (60) calendar days of the receipt of the hearing officer's written decision, the City Council shall hold a closed session meeting and adopt, amend, modify or reject the recommended findings of fact, conclusions, and/or recommendation of the hearing officer. Prior to making a decision which modifies or rejects the recommendation of the hearing officer, the City Council shall be provided with an opportunity to read the transcript of the hearing. The City Council shall not conduct a de novo hearing but may, at its option, allow limited oral arguments and/or may request and review written statements from either side. The decision of the City Council shall be final and conclusive. Copies of the City Council's decision, including the hearing officer's advisory decision, shall be filed where appropriate, including the grievant's personnel file.

13) Each party shall bear equally the cost of facilities, fees and expenses of the hearing officer, including the court reporter and transcripts. Each party shall bear its own witness and attorney fees. If either party unilaterally cancels or postpones a scheduled hearing, thereby resulting in a fee charged by the hearing officer or court reporter, then the party responsible for the cancellation or postponement shall be solely responsible for payment of that fee. This process shall not apply to mutual settlements by the parties which result in an arbitration fee.

## *Article 38. Layoff & Reinstatement Procedure*

A. Should the City Manager determine reductions in force to be necessary due to lack of work, reorganization, or for financial reasons, they may initiate employee layoffs. Classifications to be affected and the number of employees included shall be determined by the City.

B. Newly hired probationary and temporary employees shall be laid off before a regular employee in the same classification.

C. In determining the order of layoffs, a combination of factors shall be considered: qualifications, seniority with the City of Loma Linda, and seniority in job classification.

D. The factors the City may use to determine the order of Layoffs are the following:

   1. An employee's last four (4) performance evaluations, provided they are within the last five years;

   2. Any history of employee commendations, awards, etc.;

   3. Any history of employee disciplinary action;

4. Between two regular employees in the same classification with the same qualifications, and/or record, the employee with lesser seniority in the classification shall be laid off first.

E. BUMPING

1. "Bumping" means the displacement of a junior employee from their position by a senior employee in a higher classification who formerly held the same position.

2. Where two or more employees are laid off from the same position, the employee with the greatest seniority in that classification shall have the first opportunity to bump as set forth below.

3. A laid-off employee shall be entitled to bump an employee in the same position previously held by the laid off employee. The laid off employee must be able to perform the essential job functions of the former position and possess the minimum qualifications of the position as specified by the job description. Laid off employees may also be placed in a vacant lower classification for which they meet the minimum qualifications.

4. The City will notify laid-off employees of any positions available for bumping. Following such notification, the employee must notify the City Manager in writing of their intent to exercise the bumping rights within seven (7) calendar days, and the position and classification to which they intend to bump. Failure to respond will be deemed a waiver of bumping rights by the employee.

5. Where there is more than one employee in a position available for bumping, the factors in paragraph C of this Section will be used to determine which employee, if any, will be bumped.

6. The process will be repeated at the next classification level where an employee bumps in and creates an overage in that classification.

7. Any displaced employee shall be considered as laid-off for the same reason as the person who displaced them and shall in the same manner be eligible to displace another employee based on the criteria specified in paragraph D of this Article.

F. REINSTATEMENT FROM LAYOFF

1. The names of probationary and regular employees who have been laid off shall be placed on a reemployment list in order of seniority. Such names shall remain thereon for a period of one (1) year unless such persons are sooner reemployed.

2. Laid-off employees shall have a preferential right to fill vacancies that occur in the position which they held at time of layoff, or any position previously held within the City. An employee subject to reinstatement must be able to perform the essential functions of the former position and possess the minimum qualifications of the position as specified by the job description.

3. An employee who is reemployed from the reemployment list within twelve (12) months shall receive credit for former years of City service for purposes of determining seniority date and leave accruals.

## *Article 39. Medical Emergency Leave Program*

Provisions of the City's Personnel Rules and Regulations relating to medical emergency leave shall be reviewed and revised as necessary to ensure that they comply with existing relevant law.

**REST OF PAGE INTENTIONALLY LEFT BLANK**

## Article 40. D.R.I.V.E.

The City agrees to deduct from the paycheck of all employees covered by this Memorandum of Understanding, voluntary contributions to D.R.I.V.E. (Democrat Republican Independent Voter Education). D.R.I.V.E. shall notify the City of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a monthly basis for all weeks worked. The designations to start, stop, and/or modify deductions shall be limited to when an employee is initially hired, and once per year for each employee.

The phrase "weeks worked" excludes any week other than a week in which the employee earned a wage. The City shall transmit to DRIVE National Headquarters on a monthly basis, in one (1) check, the total amount deducted along with the name of each employee on whose behalf a deduction is made, the employee's social security number and the amount deducted from that employee's paycheck. The International Brotherhood of Teamsters shall reimburse the City annually for the City's actual cost for the expense incurred in administering the payroll deduction plan.

## Article 41. Communications

The City agrees that Teamsters, Local 1932 may utilize bulletin board space in designated areas upon mutual agreement with the City. The Teamsters, Local 1932 will provide the bulletin boards. The City agrees to allow the use of both City email and inter-departmental mail for the distribution of union materials to Shop Stewards, during non-working time.

Bulletin boards shall only be used for the following notices:

A. Scheduled Teamsters meetings, agendas and minutes.
B. Information on Teamster elections and the results.
C. Information regarding Teamsters social, recreational, and related news bulletins.
D. Reports of official business of Teamsters, including reports of committees or the Board of Directors.

## Article 42. Contracting Out Bargaining Unit Work

In the event the City determines a service and/or program will be contracted out, the City agrees that any Request for a Proposal for contracting out a service and/or program will not displace any current bargaining unit member. To the extent the City desires to contract out in a manner that would displace any current bargaining unit member, the City shall meet and confer with Teamsters Local 1932 and give notice as required by law.

## Article 43. Employee Assistance Program

The City will establish an Employee Assistance Program to provide assistance to employees for personal and family crises and substance abuse problems, in addition to preventative seminars and educational programs.

## Article 44. MAINTENANCE OF BENEFITS

During the term of this Memorandum of Understanding, all wages, hours, supplemental benefits and other terms and conditions of employment included within the scope of representation and not modified herein shall continue in full force and effect.

## Article 45. EXTENSION OF MOU

If a successor MOU is not negotiated by June 30, 2028, this MOU shall remain in force until a successor MOU is negotiated or the impasse process for a successor MOU has been concluded.

## Article 46. CONCLUSION OF AGREEMENT

The parties have met and conferred in good faith regarding wages, hours, and other terms and conditions of employment; and it is mutually agreed that this Memorandum of Understanding shall be effective for the period beginning July 1, 2028 and ending June 30, 2028

This Memorandum of Understanding contains all the covenants, stipulations, and provisions agreed upon by the parties. It is understood that all items relating to employee wages, hours, and other terms and conditions of employment not covered in this Memorandum of Understanding are covered by existing ordinances, resolutions, policies and practices of the City. Provisions of this Memorandum of Understanding apply only to employees represented by the Union.

## *Article 47. SIGNATURES*

| CITY OF LOMA LINDA | | TEAMSTERS LOCAL #1932 | |
|---|---|---|---|
| x 9/30/25 | | x | 9/16/25 |
| LOMA LINDA REPRESENTATIVE<br>Kevin R. Dale | DATE | RICH SMITH<br>TEAMSTERS REPRESENTATIVE | DATE |
| x | | x | 9/16/25 |
| LOMA LINDA REPRESENTATIVE | DATE | RAUL COLUNGA<br>TEAMSTERS REPRESENTATIVE | DATE |

**CITY OF LOMA LINDA**

Revised: October 1, 2025

**Pay Schedule By Classification**

**Fiscal Year 2025/2026**

***Effective October 14, 2025***

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ACCOUNTANT | UMCE | Annual | 22 | 79,201.7674 | 83,161.8574 | 87,319.9498 | 91,685.9506 | 96,270.2476 | 101,083.7655 | 103,610.8605 | 106,201.1318 |
| | | Monthly | | 6,600.1473 | 6,930.1548 | 7,276.6625 | 7,640.4959 | 8,022.5206 | 8,423.6471 | 8,634.2384 | 8,850.0943 |
| | | Bi-weekly | | 3,046.2218 | 3,198.5330 | 3,358.4596 | 3,526.3827 | 3,702.7018 | 3,887.8371 | 3,985.0331 | 4,084.6589 |
| | | Hourly | | 38.0778 | 39.9817 | 41.9807 | 44.0798 | 46.2838 | 48.5980 | 49.8129 | 51.0582 |
| ACCOUNTING SPECIALIST | TEAM A | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| ACCOUNT CLERK | TEAM A | Annual | 15 | 46,213.4768 | 48,524.1547 | 50,950.3625 | 53,497.8856 | 56,172.7799 | 58,981.4144 | 60,455.9487 | 61,967.3432 |
| | | Monthly | | 3,851.1231 | 4,043.6796 | 4,245.8635 | 4,458.1571 | 4,681.0650 | 4,915.1179 | 5,037.9957 | 5,163.9453 |
| | | Bi-weekly | | 1,777.4414 | 1,866.3136 | 1,959.6293 | 2,057.6110 | 2,160.4915 | 2,268.5159 | 2,325.2288 | 2,383.3594 |
| | | Hourly | | 22.2180 | 23.3289 | 24.4954 | 25.7201 | 27.0061 | 28.3564 | 29.0654 | 29.7920 |
| ACCOUNTING TECHNICIAN | TEAM A | Annual | 17 | 53,903.3935 | 56,598.5592 | 59,428.4838 | 62,399.9058 | 65,519.8994 | 68,795.8972 | 70,515.7935 | 72,278.6841 |
| | | Monthly | | 4,491.9495 | 4,716.5466 | 4,952.3737 | 5,199.9921 | 5,459.9916 | 5,732.9914 | 5,876.3161 | 6,023.2237 |
| | | Bi-weekly | | 2,073.2074 | 2,176.8677 | 2,285.7109 | 2,399.9964 | 2,519.9961 | 2,645.9960 | 2,712.1459 | 2,779.9494 |
| | | Hourly | | 25.9151 | 27.2108 | 28.5714 | 30.0000 | 31.5000 | 33.0750 | 33.9018 | 34.7494 |
| ADMINISTRATIVE SPECIALIST I | TEAM A | Annual | 13 | 39,620.6123 | 41,601.6423 | 43,681.7239 | 45,865.8157 | 48,159.1115 | 50,567.0626 | 51,831.2369 | 53,127.0218 |
| | | Monthly | | 3,301.7177 | 3,466.8035 | 3,640.1437 | 3,822.1513 | 4,013.2593 | 4,213.9219 | 4,319.2697 | 4,427.2518 |
| | | Bi-weekly | | 1,523.8697 | 1,600.0632 | 1,680.0663 | 1,764.0698 | 1,852.2735 | 1,944.8870 | 1,993.5091 | 2,043.3470 |
| | | Hourly | | 19.0484 | 20.0008 | 21.0008 | 22.0509 | 23.1534 | 24.3111 | 24.9189 | 25.5418 |
| ADMINISTRATIVE SPECIALIST II | TEAM A | Annual | 14 | 42,790.2604 | 44,929.7684 | 47,176.2529 | 49,535.0644 | 52,011.8221 | 54,612.4137 | 55,977.7216 | 57,377.1696 |
| | | Monthly | | 3,565.8550 | 3,744.1474 | 3,931.3544 | 4,127.9220 | 4,334.3185 | 4,551.0345 | 4,664.8101 | 4,781.4308 |
| | | Bi-weekly | | 1,645.7792 | 1,728.0680 | 1,814.4713 | 1,905.1948 | 2,000.4547 | 2,100.4775 | 2,152.9893 | 2,206.8142 |
| | | Hourly | | 20.5722 | 21.6009 | 22.6809 | 23.8149 | 25.0057 | 26.2560 | 26.9124 | 27.5852 |

**CITY OF LOMA LINDA**

**Pay Schedule By Classification**

**Fiscal Year 2025/2026**

***Effective October 14, 2025***

Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ADMINISTRATIVE SPECIALIST III | TEAM A | Annual | 17 | 53,903.3935 | 56,598.5592 | 59,428.4838 | 62,399.9058 | 65,519.8994 | 68,795.8972 | 70,515.7935 | 72,278.6841 |
| | | Monthly | | 4,491.9495 | 4,716.5466 | 4,952.3737 | 5,199.9921 | 5,459.9916 | 5,732.9914 | 5,876.3161 | 6,023.2237 |
| | | Bi-weekly | | 2,073.2074 | 2,176.8677 | 2,285.7109 | 2,399.9964 | 2,519.9961 | 2,645.9960 | 2,712.1459 | 2,779.9494 |
| | | Hourly | | 25.9151 | 27.2108 | 28.5714 | 30.0000 | 31.5000 | 33.0750 | 33.9018 | 34.7494 |
| ASSISTANT CITY MANAGER | UMCE | Annual | 34 | 199,443.5707 | 209,415.7492 | 219,886.5367 | 230,880.8635 | 242,424.9067 | 254,546.1520 | 260,909.8058 | 267,432.5509 |
| | | Monthly | | 16,620.2976 | 17,451.3124 | 18,323.8781 | 19,240.0720 | 20,202.0756 | 21,212.1793 | 21,742.4838 | 22,286.0459 |
| | | Bi-weekly | | 7,670.9066 | 8,054.4519 | 8,457.1745 | 8,880.0332 | 9,324.0349 | 9,790.2366 | 10,034.9925 | 10,285.8673 |
| | | Hourly | | 95.8863 | 100.6806 | 105.7147 | 111.0004 | 116.5504 | 122.3780 | 125.4374 | 128.5733 |
| ASSISTANT PLANNER | UMCE | Annual | 20 | 67,902.7546 | 71,297.8963 | 74,862.7877 | 78,605.9249 | 82,536.2177 | 86,663.0242 | 88,829.5981 | 91,050.3375 |
| | | Monthly | | 5,658.5629 | 5,941.4914 | 6,238.5656 | 6,550.4937 | 6,878.0181 | 7,221.9187 | 7,402.4665 | 7,587.5281 |
| | | Bi-weekly | | 2,611.6444 | 2,742.2268 | 2,879.3380 | 3,023.3048 | 3,174.4699 | 3,333.1932 | 3,416.5230 | 3,501.9361 |
| | | Hourly | | 32.6456 | 34.2778 | 35.9917 | 37.7913 | 39.6809 | 41.6649 | 42.7065 | 43.7742 |
| ASSISTANT PUBLIC WORKS DIRECTOR/ CITY ENGINEER | UMCE | Annual | 29 | 135,737.8972 | 142,524.7921 | 149,651.0317 | 157,133.5832 | 164,990.2624 | 173,239.7755 | 177,570.7699 | 182,010.0392 |
| | | Monthly | | 11,311.4914 | 11,877.0660 | 12,470.9193 | 13,094.4653 | 13,749.1885 | 14,436.6480 | 14,797.5642 | 15,167.5033 |
| | | Bi-weekly | | 5,220.6884 | 5,481.7228 | 5,755.8089 | 6,043.5994 | 6,345.7793 | 6,663.0683 | 6,829.6450 | 7,000.3861 |
| | | Hourly | | 65.2586 | 68.5215 | 71.9476 | 75.5450 | 79.3222 | 83.2884 | 85.3706 | 87.5048 |
| ASSOCIATE ENGINEER | UMCE | Annual | 26 | 107,753.1252 | 113,140.7814 | 118,797.8211 | 124,737.7099 | 130,974.5965 | 137,523.3235 | 140,961.4035 | 144,485.4386 |
| | | Monthly | | 8,979.4271 | 9,428.3985 | 9,899.8184 | 10,394.8092 | 10,914.5497 | 11,460.2770 | 11,746.7836 | 12,040.4532 |
| | | Bi-weekly | | 4,144.3510 | 4,351.5685 | 4,569.1470 | 4,797.6042 | 5,037.4845 | 5,289.3586 | 5,421.5924 | 5,557.1323 |
| | | Hourly | | 51.8044 | 54.3946 | 57.1143 | 59.9701 | 62.9686 | 66.1170 | 67.7699 | 69.4642 |
| ASSOCIATE PLANNER | UMCE | Annual | 22 | 79,201.7674 | 83,161.8574 | 87,319.9498 | 91,685.9506 | 96,270.2476 | 101,083.7655 | 103,610.8605 | 106,201.1318 |
| | | Monthly | | 6,600.1473 | 6,930.1548 | 7,276.6625 | 7,640.4959 | 8,022.5206 | 8,423.6471 | 8,634.2384 | 8,850.0943 |
| | | Bi-weekly | | 3,046.2218 | 3,198.5330 | 3,358.4596 | 3,526.3827 | 3,702.7018 | 3,887.8371 | 3,985.0331 | 4,084.6589 |
| | | Hourly | | 38.0778 | 39.9817 | 41.9807 | 44.0798 | 46.2838 | 48.5980 | 49.8129 | 51.0582 |
| CITY CLERK | UMCE | Annual | 26 | 107,753.1252 | 113,140.7814 | 118,797.8211 | 124,737.7099 | 130,974.5965 | 137,523.3235 | 140,961.4035 | 144,485.4386 |
| | | Monthly | | 8,979.4271 | 9,428.3985 | 9,899.8184 | 10,394.8092 | 10,914.5497 | 11,460.2770 | 11,746.7836 | 12,040.4532 |
| | | Bi-weekly | | 4,144.3510 | 4,351.5685 | 4,569.1470 | 4,797.6042 | 5,037.4845 | 5,289.3586 | 5,421.5924 | 5,557.1323 |
| | | Hourly | | 51.8044 | 54.3946 | 57.1143 | 59.9701 | 62.9686 | 66.1170 | 67.7699 | 69.4642 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
**Fiscal Year 2025/2026**
***Effective October 14, 2025***

Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| CITY MANAGER | UMCE | Annual | | 283,350.4096 | | | | | | | |
| | | Monthly | | 23,612.5341 | | | | | | | |
| | | Bi-weekly | | 10,898.0927 | | | | | | | |
| | | Hourly | | 136.2262 | | | | | | | |
| COUNCIL MEMBER | ELECTED OFFICIAL | Annual | | 12,800.7600 | | | | | | | |
| | | Monthly | | 1,066.7300 | | | | | | | |
| CODE COMPLIANCE/ANIMAL CONTROL OFFICER | TEAM A | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| COMMUNICATIONS INFRASTRUCTURE INSPECTOR | UMCE | Annual | 23 | 85,537.9070 | 89,814.8074 | 94,305.5489 | 99,020.8213 | 103,971.8629 | 109,170.4605 | 111,899.7218 | 114,697.2187 |
| | | Monthly | | 7,128.1589 | 7,484.5673 | 7,858.7957 | 8,251.7351 | 8,664.3219 | 9,097.5384 | 9,324.9768 | 9,558.1016 |
| | | Bi-weekly | | 3,289.9195 | 3,454.4157 | 3,627.1365 | 3,808.4931 | 3,998.9178 | 4,198.8639 | 4,303.8355 | 4,411.4315 |
| | | Hourly | | 41.1240 | 43.1802 | 45.3392 | 47.6062 | 49.9865 | 52.4858 | 53.7979 | 55.1429 |
| COMMUNITY DEVELOPMENT DIRECTOR | UMCE | Annual | 32 | 170,990.6648 | 179,540.2009 | 188,517.2064 | 197,943.0724 | 207,840.2305 | 218,232.2431 | 223,688.0455 | 229,280.2523 |
| | | Monthly | | 14,249.2221 | 14,961.6834 | 15,709.7672 | 16,495.2560 | 17,320.0192 | 18,186.0203 | 18,640.6705 | 19,106.6877 |
| | | Bi-weekly | | 6,576.5640 | 6,905.3923 | 7,250.6618 | 7,613.1951 | 7,993.8550 | 8,393.5478 | 8,603.3864 | 8,818.4712 |
| | | Hourly | | 82.2071 | 86.3174 | 90.6333 | 95.1649 | 99.9232 | 104.9193 | 107.5423 | 110.2309 |
| COMMUNITY DEVELOPMENT TECHNICIAN | TEAM A | Annual | 19 | 62,872.9218 | 66,016.5673 | 69,317.3923 | 72,783.2658 | 76,422.4263 | 80,243.5488 | 82,249.6411 | 84,305.8805 |
| | | Monthly | | 5,239.4101 | 5,501.3806 | 5,776.4494 | 6,065.2722 | 6,368.5355 | 6,686.9624 | 6,854.1368 | 7,025.4900 |
| | | Bi-weekly | | 2,418.1893 | 2,539.0987 | 2,666.0536 | 2,799.3564 | 2,939.3241 | 3,086.2903 | 3,163.4477 | 3,242.5339 |
| | | Hourly | | 30.2274 | 31.7387 | 33.3257 | 34.9920 | 36.7416 | 38.5786 | 39.5431 | 40.5317 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
**Fiscal Year 2025/2026**
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Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ENGINEER | UMCE | Annual | 26 | 107,753.1252 | 113,140.7814 | 118,797.8211 | 124,737.7099 | 130,974.5965 | 137,523.3235 | 140,961.4035 | 144,485.4386 |
| | | Monthly | | 8,979.4271 | 9,428.3985 | 9,899.8184 | 10,394.8092 | 10,914.5497 | 11,460.2770 | 11,746.7836 | 12,040.4532 |
| | | Bi-weekly | | 4,144.3510 | 4,351.5685 | 4,569.1470 | 4,797.6042 | 5,037.4845 | 5,289.3586 | 5,421.5924 | 5,557.1323 |
| | | Hourly | | 51.8044 | 54.3946 | 57.1143 | 59.9701 | 62.9686 | 66.1170 | 67.7699 | 69.4642 |
| ENGINEERING TECHNICIAN I | TEAM A | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| ENGINEERING TECHNICIAN II/GIS ADMINISTRATOR | UMCE | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| EXECUTIVE AIDE | UMCE | Annual | 19 | 62,872.9218 | 66,016.5673 | 69,317.3923 | 72,783.2658 | 76,422.4263 | 80,243.5488 | 82,249.6411 | 84,305.8805 |
| | | Monthly | | 5,239.4101 | 5,501.3806 | 5,776.4494 | 6,065.2722 | 6,368.5355 | 6,686.9624 | 6,854.1368 | 7,025.4900 |
| | | Bi-weekly | | 2,418.1893 | 2,539.0987 | 2,666.0536 | 2,799.3564 | 2,939.3241 | 3,086.2903 | 3,163.4477 | 3,242.5339 |
| | | Hourly | | 30.2274 | 31.7387 | 33.3257 | 34.9920 | 36.7416 | 38.5786 | 39.5431 | 40.5317 |
| EXECUTIVE ASSISTANT TO THE CITY MANAGER | UMCE | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| FACILITY MAINTENANCE COORDINATOR | TEAM PW | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| FINANCE DIRECTOR | UMCE | Annual | 32 | 170,990.6648 | 179,540.2009 | 188,517.2064 | 197,943.0724 | 207,840.2305 | 218,232.2431 | 223,688.0455 | 229,280.2523 |
| | | Monthly | | 14,249.2221 | 14,961.6834 | 15,709.7672 | 16,495.2560 | 17,320.0192 | 18,186.0203 | 18,640.6705 | 19,106.6877 |
| | | Bi-weekly | | 6,576.5640 | 6,905.3923 | 7,250.6618 | 7,613.1951 | 7,993.8550 | 8,393.5478 | 8,603.3864 | 8,818.4712 |
| | | Hourly | | 82.2071 | 86.3174 | 90.6333 | 95.1649 | 99.9232 | 104.9193 | 107.5423 | 110.2309 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
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| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| FINANCE MANAGER | UMCE | Annual | 27 | 116,373.4173 | 122,192.0882 | 128,301.6926 | 134,716.7772 | 141,452.6161 | 148,525.2469 | 152,238.3780 | 156,044.3375 |
| | | Monthly | | 9,697.7848 | 10,182.6740 | 10,691.8077 | 11,226.3981 | 11,787.7180 | 12,377.1039 | 12,686.5315 | 13,003.6948 |
| | | Bi-weekly | | 4,475.9007 | 4,699.6957 | 4,934.6805 | 5,181.4145 | 5,440.4852 | 5,712.5095 | 5,855.3222 | 6,001.7053 |
| | | Hourly | | 55.9488 | 58.7462 | 61.6835 | 64.7677 | 68.0061 | 71.4064 | 73.1915 | 75.0213 |
| FIRE BATTALION CHIEF | USFMC | Annual | FIRE 14 | 147,986.4934 | 155,385.8164 | 163,155.1078 | 171,312.8593 | 179,878.5022 | 188,872.4273 | 198,316.0487 | 208,231.8511 |
| | | Monthly | | 12,332.2078 | 12,948.8180 | 13,596.2590 | 14,276.0716 | 14,989.8752 | 15,739.3689 | 16,526.3374 | 17,352.6543 |
| | | Bi-weekly | | 5,691.7882 | 5,976.3776 | 6,275.1965 | 6,588.9561 | 6,918.4039 | 7,264.3241 | 7,627.5403 | 8,008.9174 |
| | | 40-hour | | 71.1474 | 74.7047 | 78.4400 | 82.3620 | 86.4800 | 90.8041 | 95.3443 | 100.1115 |
| | | 56-hour | | 50.8195 | 53.3605 | 56.0285 | 58.8300 | 61.7715 | 64.8600 | 68.1030 | 71.5082 |
| FIRE CAPTAIN | LLPFF | Annual | FIRE 8 | 110,429.8104 | 115,951.2965 | 121,748.8596 | 127,836.3015 | 134,228.1166 | 140,939.5224 | 147,986.4985 | 155,385.8234 |
| | | Monthly | | 9,202.4842 | 9,662.6080 | 10,145.7383 | 10,653.0251 | 11,185.6764 | 11,744.9602 | 12,332.2082 | 12,948.8186 |
| | | Bi-weekly | | 4,247.3004 | 4,459.6652 | 4,682.6484 | 4,916.7808 | 5,162.6199 | 5,420.7509 | 5,691.7884 | 5,976.3778 |
| | | 40-hour | | 53.0913 | 55.7458 | 58.5331 | 61.4598 | 64.5327 | 67.7594 | 71.1474 | 74.7047 |
| | | 56-hour | | 37.9223 | 39.8184 | 41.8094 | 43.8998 | 46.0948 | 48.3996 | 50.8195 | 53.3605 |
| FIRE CHIEF | USFMC | Annual | 33 | 193,634.4725 | 203,316.1943 | 213,482.0046 | 224,156.1049 | 235,363.9054 | 247,132.0960 | 253,310.4001 | 259,643.1619 |
| | | Monthly | | 16,136.2060 | 16,943.0162 | 17,790.1671 | 18,679.6754 | 19,613.6588 | 20,594.3413 | 21,109.2000 | 21,636.9302 |
| | | Bi-weekly | | 7,447.4797 | 7,819.8536 | 8,210.8463 | 8,621.3886 | 9,052.4579 | 9,505.0806 | 9,742.7077 | 9,986.2755 |
| | | 40-hour | | 93.0935 | 97.7482 | 102.6356 | 107.7674 | 113.1557 | 118.8135 | 121.7838 | 124.8284 |
| | | 56-hour | | 66.4954 | 69.8201 | 73.3111 | 76.9767 | 80.8255 | 84.8668 | 86.9885 | 89.1632 |
| FIRE ENGINEER | LLPFF | Annual | FIRE 6 | 100,163.0981 | 105,171.2491 | 110,429.8104 | 115,951.2965 | 121,748.8613 | 127,836.3044 | 134,228.1196 | 140,939.5256 |
| | | Monthly | | 8,346.9248 | 8,764.2708 | 9,202.4842 | 9,662.6080 | 10,145.7384 | 10,653.0254 | 11,185.6766 | 11,744.9605 |
| | | Bi-weekly | | 3,852.4269 | 4,045.0480 | 4,247.3004 | 4,459.6652 | 4,682.6485 | 4,916.7809 | 5,162.6200 | 5,420.7510 |
| | | 40-hour | | 48.1553 | 50.5631 | 53.0913 | 55.7458 | 58.5331 | 61.4598 | 64.5327 | 67.7594 |
| | | 56-hour | | 34.3967 | 36.1165 | 37.9223 | 39.8184 | 41.8094 | 43.8998 | 46.0948 | 48.3996 |
| FIRE MARSHAL | USFMC | Annual | FIRE 13.5 | 140,939.5202 | 147,986.4934 | 155,385.8164 | 163,155.1078 | 171,312.8593 | 179,878.5022 | 188,872.4273 | 193,594.2380 |
| | | Monthly | | 11,744.9600 | 12,332.2078 | 12,948.8180 | 13,596.2590 | 14,276.0716 | 14,989.8752 | 15,739.3689 | 16,132.8532 |
| | | Bi-weekly | | 5,420.7508 | 5,691.7882 | 5,976.3776 | 6,275.1965 | 6,588.9561 | 6,918.4039 | 7,264.3241 | 7,445.9322 |
| | | 40-hour | | 67.7594 | 71.1474 | 74.7047 | 78.4400 | 82.3620 | 86.4800 | 90.8041 | 93.0742 |
| | | 56-hour | | 48.3996 | 50.8195 | 53.3605 | 56.0285 | 58.8300 | 61.7715 | 64.8600 | 66.4815 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
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| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| FIREFIGHTER/PARAMEDIC | LLPFF | Annual | FIRE 4 | 90,850.8801 | 95,393.4252 | 100,163.0981 | 105,171.2491 | 110,429.8116 | 115,951.3021 | 121,748.8672 | 127,836.3106 |
| | | Monthly | | 7,570.9067 | 7,949.4521 | 8,346.9248 | 8,764.2708 | 9,202.4843 | 9,662.6085 | 10,145.7389 | 10,653.0259 |
| | | Bi-weekly | | 3,494.2646 | 3,668.9779 | 3,852.4269 | 4,045.0480 | 4,247.3004 | 4,459.6655 | 4,682.6487 | 4,916.7812 |
| | | 40-hour | | 43.6783 | 45.8622 | 48.1553 | 50.5631 | 53.0913 | 55.7458 | 58.5331 | 61.4598 |
| | | 56-hour | | 31.1988 | 32.7587 | 34.3967 | 36.1165 | 37.9223 | 39.8184 | 41.8094 | 43.8998 |
| FIRE PREVENTION INSPECTOR | TEAM A | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| HELP DESK TECHNICIAN | TEAM A | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| HUMAN RESOURCES - RISK ANALYST | UMCE | Annual | 23 | 85,537.9070 | 89,814.8074 | 94,305.5489 | 99,020.8213 | 103,971.8629 | 109,170.4605 | 111,899.7218 | 114,697.2187 |
| | | Monthly | | 7,128.1589 | 7,484.5673 | 7,858.7957 | 8,251.7351 | 8,664.3219 | 9,097.5384 | 9,324.9768 | 9,558.1016 |
| | | Bi-weekly | | 3,289.9195 | 3,454.4157 | 3,627.1365 | 3,808.4931 | 3,998.9178 | 4,198.8639 | 4,303.8355 | 4,411.4315 |
| | | Hourly | | 41.1240 | 43.1802 | 45.3392 | 47.6062 | 49.9865 | 52.4858 | 53.7979 | 55.1429 |
| INFORMATION TECHNOLOGY SPECIALIST | TEAM A | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| INFORMATION TECHNOLOGY ANALYST | UMCE | Annual | 23 | 85,537.9070 | 89,814.8074 | 94,305.5489 | 99,020.8213 | 103,971.8629 | 109,170.4605 | 111,899.7218 | 114,697.2187 |
| | | Monthly | | 7,128.1589 | 7,484.5673 | 7,858.7957 | 8,251.7351 | 8,664.3219 | 9,097.5384 | 9,324.9768 | 9,558.1016 |
| | | Bi-weekly | | 3,289.9195 | 3,454.4157 | 3,627.1365 | 3,808.4931 | 3,998.9178 | 4,198.8639 | 4,303.8355 | 4,411.4315 |
| | | Hourly | | 41.1240 | 43.1802 | 45.3392 | 47.6062 | 49.9865 | 52.4858 | 53.7979 | 55.1429 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
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| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| INFORMATION TECHNOLOGY ANALYST IV | UMCE | Annual | 25 | 99,771.4143 | 104,759.9878 | 109,997.9866 | 115,497.8916 | 121,272.7878 | 127,336.4322 | 130,519.8484 | 133,782.8393 |
| | | Monthly | | 8,314.2845 | 8,729.9990 | 9,166.4989 | 9,624.8243 | 10,106.0657 | 10,611.3694 | 10,876.6540 | 11,148.5699 |
| | | Bi-weekly | | 3,837.3621 | 4,029.2303 | 4,230.6918 | 4,442.2266 | 4,664.3380 | 4,897.5551 | 5,019.9942 | 5,145.4938 |
| | | Hourly | | 47.9670 | 50.3654 | 52.8836 | 55.5278 | 58.3042 | 61.2194 | 62.7499 | 64.3187 |
| INFORMATION TECHNOLOGY MANAGER | UMCE | Annual | 26 | 107,753.1252 | 113,140.7814 | 118,797.8211 | 124,737.7099 | 130,974.5965 | 137,523.3235 | 140,961.4035 | 144,485.4386 |
| | | Monthly | | 8,979.4271 | 9,428.3985 | 9,899.8184 | 10,394.8092 | 10,914.5497 | 11,460.2770 | 11,746.7836 | 12,040.4532 |
| | | Bi-weekly | | 4,144.3510 | 4,351.5685 | 4,569.1470 | 4,797.6042 | 5,037.4845 | 5,289.3586 | 5,421.5924 | 5,557.1323 |
| | | Hourly | | 51.8044 | 54.3946 | 57.1143 | 59.9701 | 62.9686 | 66.1170 | 67.7699 | 69.4642 |
| LEAD MECHANIC/FLEET MAINTENANCE COORDINATOR | TEAM PW | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| LEAD PUBLIC WORKS MAINTENANCE WORKER | TEAM PW | Annual | 19 | 62,872.9218 | 66,016.5673 | 69,317.3923 | 72,783.2658 | 76,422.4263 | 80,243.5488 | 82,249.6411 | 84,305.8805 |
| | | Monthly | | 5,239.4101 | 5,501.3806 | 5,776.4494 | 6,065.2722 | 6,368.5355 | 6,686.9624 | 6,854.1368 | 7,025.4900 |
| | | Bi-weekly | | 2,418.1893 | 2,539.0987 | 2,666.0536 | 2,799.3564 | 2,939.3241 | 3,086.2903 | 3,163.4477 | 3,242.5339 |
| | | Hourly | | 30.2274 | 31.7387 | 33.3257 | 34.9920 | 36.7416 | 38.5786 | 39.5431 | 40.5317 |
| LEAD UTILITIES MAINTENANCE TECHNICIAN | TEAM PW | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| LEAD WATER PRODUCTION OPERATOR | TEAM PW | Annual | 22 | 79,201.7674 | 83,161.8574 | 87,319.9498 | 91,685.9506 | 96,270.2476 | 101,083.7655 | 103,610.8605 | 106,201.1318 |
| | | Monthly | | 6,600.1473 | 6,930.1548 | 7,276.6625 | 7,640.4959 | 8,022.5206 | 8,423.6471 | 8,634.2384 | 8,850.0943 |
| | | Bi-weekly | | 3,046.2218 | 3,198.5330 | 3,358.4596 | 3,526.3827 | 3,702.7018 | 3,887.8371 | 3,985.0331 | 4,084.6589 |
| | | Hourly | | 38.0778 | 39.9817 | 41.9807 | 44.0798 | 46.2838 | 48.5980 | 49.8129 | 51.0582 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
**Fiscal Year 2025/2026**
***Effective October 14, 2025***

Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| MAINTENANCE AIDE | TEAM PW | Annual | 15 | 46,213.4768 | 48,524.1547 | 50,950.3625 | 53,497.8856 | 56,172.7799 | 58,981.4144 | 60,455.9487 | 61,967.3432 |
| | | Monthly | | 3,851.1231 | 4,043.6796 | 4,245.8635 | 4,458.1571 | 4,681.0650 | 4,915.1179 | 5,037.9957 | 5,163.9453 |
| | | Bi-weekly | | 1,777.4414 | 1,866.3136 | 1,959.6293 | 2,057.6110 | 2,160.4915 | 2,268.5159 | 2,325.2288 | 2,383.3594 |
| | | Hourly | | 22.2180 | 23.3289 | 24.4954 | 25.7201 | 27.0061 | 28.3564 | 29.0654 | 29.7920 |
| PARKING CONTROL OFFICER-SPECIAL EVENTS COORDINATOR | TEAM A | Annual | 16 | 49,910.5512 | 52,406.0804 | 55,026.3839 | 57,777.7075 | 60,666.5884 | 63,699.9218 | 65,292.4246 | 66,924.7316 |
| | | Monthly | | 4,159.2126 | 4,367.1734 | 4,585.5320 | 4,814.8090 | 5,055.5490 | 5,308.3268 | 5,441.0354 | 5,577.0610 |
| | | Bi-weekly | | 1,919.6366 | 2,015.6185 | 2,116.3994 | 2,222.2195 | 2,333.3303 | 2,449.9970 | 2,511.2471 | 2,574.0281 |
| | | Hourly | | 23.9955 | 25.1952 | 26.4550 | 27.7777 | 29.1666 | 30.6250 | 31.3906 | 32.1754 |
| PARKING ENFORCEMENT/ANIMAL CONTROL OFFICER | TEAM A | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| PUBLIC WORKS MAINTENANCE WORKER I | TEAM PW | Annual | 15 | 46,213.4768 | 48,524.1547 | 50,950.3625 | 53,497.8856 | 56,172.7799 | 58,981.4144 | 60,455.9487 | 61,967.3432 |
| | | Monthly | | 3,851.1231 | 4,043.6796 | 4,245.8635 | 4,458.1571 | 4,681.0650 | 4,915.1179 | 5,037.9957 | 5,163.9453 |
| | | Bi-weekly | | 1,777.4414 | 1,866.3136 | 1,959.6293 | 2,057.6110 | 2,160.4915 | 2,268.5159 | 2,325.2288 | 2,383.3594 |
| | | Hourly | | 22.2180 | 23.3289 | 24.4954 | 25.7201 | 27.0061 | 28.3564 | 29.0654 | 29.7920 |
| PUBLIC WORKS MAINTENANCE WORKER II | TEAM PW | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| PUBLIC WORKS DIRECTOR/CITY ENGINEER | UMCE | Annual | 32 | 170,990.6648 | 179,540.2009 | 188,517.2064 | 197,943.0724 | 207,840.2305 | 218,232.2431 | 223,688.0455 | 229,280.2523 |
| | | Monthly | | 14,249.2221 | 14,961.6834 | 15,709.7672 | 16,495.2560 | 17,320.0192 | 18,186.0203 | 18,640.6705 | 19,106.6877 |
| | | Bi-weekly | | 6,576.5640 | 6,905.3923 | 7,250.6618 | 7,613.1951 | 7,993.8550 | 8,393.5478 | 8,603.3864 | 8,818.4712 |
| | | Hourly | | 82.2071 | 86.3174 | 90.6333 | 95.1649 | 99.9232 | 104.9193 | 107.5423 | 110.2309 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
**Fiscal Year 2025/2026**
***Effective October 14, 2025***

Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| PUBLIC WORKS SUPERINTENDENT | UMCE | Annual | 26 | 107,753.1252 | 113,140.7814 | 118,797.8211 | 124,737.7099 | 130,974.5965 | 137,523.3235 | 140,961.4035 | 144,485.4386 |
| | | Monthly | | 8,979.4271 | 9,428.3985 | 9,899.8184 | 10,394.8092 | 10,914.5497 | 11,460.2770 | 11,746.7836 | 12,040.4532 |
| | | Bi-weekly | | 4,144.3510 | 4,351.5685 | 4,569.1470 | 4,797.6042 | 5,037.4845 | 5,289.3586 | 5,421.5924 | 5,557.1323 |
| | | Hourly | | 51.8044 | 54.3946 | 57.1143 | 59.9701 | 62.9686 | 66.1170 | 67.7699 | 69.4642 |
| SENIOR ACCOUNTANT/FINANCIAL ANALYST | UMCE | Annual | 24 | 92,380.9396 | 96,999.9865 | 101,849.9859 | 106,942.4851 | 112,289.6094 | 117,904.0899 | 120,851.6921 | 123,872.9844 |
| | | Monthly | | 7,698.4116 | 8,083.3322 | 8,487.4988 | 8,911.8738 | 9,357.4675 | 9,825.3408 | 10,070.9743 | 10,322.7487 |
| | | Bi-weekly | | 3,553.1131 | 3,730.7687 | 3,917.3071 | 4,113.1725 | 4,318.8311 | 4,534.7727 | 4,648.1420 | 4,764.3456 |
| | | Hourly | | 44.4139 | 46.6346 | 48.9663 | 51.4147 | 53.9854 | 56.6847 | 58.1018 | 59.5543 |
| SENIOR CENTER MANAGER | UMCE | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| SENIOR CODE ENFORCEMENT OFFICER | UMCE | Annual | 20 | 67,902.7546 | 71,297.8963 | 74,862.7877 | 78,605.9249 | 82,536.2177 | 86,663.0242 | 88,829.5981 | 91,050.3375 |
| | | Monthly | | 5,658.5629 | 5,941.4914 | 6,238.5656 | 6,550.4937 | 6,878.0181 | 7,221.9187 | 7,402.4665 | 7,587.5281 |
| | | Bi-weekly | | 2,611.6444 | 2,742.2268 | 2,879.3380 | 3,023.3048 | 3,174.4699 | 3,333.1932 | 3,416.5230 | 3,501.9361 |
| | | Hourly | | 32.6456 | 34.2778 | 35.9917 | 37.7913 | 39.6809 | 41.6649 | 42.7065 | 43.7742 |
| SENIOR PLANNER | UMCE | Annual | 25 | 99,771.4143 | 104,759.9878 | 109,997.9866 | 115,497.8916 | 121,272.7878 | 127,336.4322 | 130,519.8484 | 133,782.8393 |
| | | Monthly | | 8,314.2845 | 8,729.9990 | 9,166.4989 | 9,624.8243 | 10,106.0657 | 10,611.3694 | 10,876.6540 | 11,148.5699 |
| | | Bi-weekly | | 3,837.3621 | 4,029.2303 | 4,230.6918 | 4,442.2266 | 4,664.3380 | 4,897.5551 | 5,019.9942 | 5,145.4938 |
| | | Hourly | | 47.9670 | 50.3654 | 52.8836 | 55.5278 | 58.3042 | 61.2194 | 62.7499 | 64.3187 |
| STUDENT INTERN | PT | Annual | 1 | 34,320.0000 | | | | | | | |
| | | Monthly | | 2,860.0000 | | | | | | | |
| | | Bi-weekly | | 1,320.0000 | | | | | | | |
| | | Hourly | | 16.5000 | | | | | | | |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
**Fiscal Year 2025/2026**
***Effective October 14, 2025***

Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| SUPERVISING ACCOUNTING TECHNICIAN | UMCE | Annual | 21 | 73,334.9723 | 77,001.7248 | 80,851.8161 | 84,894.4024 | 89,139.1214 | 93,596.0809 | 95,935.9865 | 98,334.3895 |
| | | Monthly | | 6,111.2477 | 6,416.8104 | 6,737.6513 | 7,074.5335 | 7,428.2601 | 7,799.6734 | 7,994.6655 | 8,194.5325 |
| | | Bi-weekly | | 2,820.5759 | 2,961.6048 | 3,109.6852 | 3,265.1693 | 3,428.4277 | 3,599.8493 | 3,689.8456 | 3,782.0919 |
| | | Hourly | | 35.2572 | 37.0201 | 38.8711 | 40.8146 | 42.8553 | 44.9981 | 46.1231 | 47.2761 |
| UTILITIES MAINTENANCE TECHNICIAN I | TEAM PW | Annual | 17 | 53,903.3935 | 56,598.5592 | 59,428.4838 | 62,399.9058 | 65,519.8994 | 68,795.8972 | 70,515.7935 | 72,278.6841 |
| | | Monthly | | 4,491.9495 | 4,716.5466 | 4,952.3737 | 5,199.9921 | 5,459.9916 | 5,732.9914 | 5,876.3161 | 6,023.2237 |
| | | Bi-weekly | | 2,073.2074 | 2,176.8677 | 2,285.7109 | 2,399.9964 | 2,519.9961 | 2,645.9960 | 2,712.1459 | 2,779.9494 |
| | | Hourly | | 25.9151 | 27.2108 | 28.5714 | 30.0000 | 31.5000 | 33.0750 | 33.9018 | 34.7494 |
| UTILITIES MAINTENANCE TECHNICIAN II | TEAM PW | Annual | 20 | 67,902.7546 | 71,297.8963 | 74,862.7877 | 78,605.9249 | 82,536.2177 | 86,663.0242 | 88,829.5981 | 91,050.3375 |
| | | Monthly | | 5,658.5629 | 5,941.4914 | 6,238.5656 | 6,550.4937 | 6,878.0181 | 7,221.9187 | 7,402.4665 | 7,587.5281 |
| | | Bi-weekly | | 2,611.6444 | 2,742.2268 | 2,879.3380 | 3,023.3048 | 3,174.4699 | 3,333.1932 | 3,416.5230 | 3,501.9361 |
| | | Hourly | | 32.6456 | 34.2778 | 35.9917 | 37.7913 | 39.6809 | 41.6649 | 42.7065 | 43.7742 |
| UTILITIES SUPERINTENDENT | UMCE | Annual | 26 | 107,753.1252 | 113,140.7814 | 118,797.8211 | 124,737.7099 | 130,974.5965 | 137,523.3235 | 140,961.4035 | 144,485.4386 |
| | | Monthly | | 8,979.4271 | 9,428.3985 | 9,899.8184 | 10,394.8092 | 10,914.5497 | 11,460.2770 | 11,746.7836 | 12,040.4532 |
| | | Bi-weekly | | 4,144.3510 | 4,351.5685 | 4,569.1470 | 4,797.6042 | 5,037.4845 | 5,289.3586 | 5,421.5924 | 5,557.1323 |
| | | Hourly | | 51.8044 | 54.3946 | 57.1143 | 59.9701 | 62.9686 | 66.1170 | 67.7699 | 69.4642 |
| WATER PRODUCTION OPERATOR I | TEAM PW | Annual | 18 | 58,215.6654 | 61,126.4520 | 64,182.7769 | 67,391.9157 | 70,761.5137 | 74,299.5855 | 76,157.0726 | 78,061.0017 |
| | | Monthly | | 4,851.3054 | 5,093.8710 | 5,348.5647 | 5,615.9930 | 5,896.7928 | 6,191.6321 | 6,346.4227 | 6,505.0835 |
| | | Bi-weekly | | 2,239.0641 | 2,351.0174 | 2,468.5683 | 2,591.9968 | 2,721.5967 | 2,857.6764 | 2,929.1182 | 3,002.3462 |
| | | Hourly | | 27.9883 | 29.3877 | 30.8571 | 32.4000 | 34.0200 | 35.7210 | 36.6140 | 37.5293 |
| WATER PRODUCTION OPERATOR II | TEAM PW | Annual | 20 | 67,902.7546 | 71,297.8963 | 74,862.7877 | 78,605.9249 | 82,536.2177 | 86,663.0242 | 88,829.5981 | 91,050.3375 |
| | | Monthly | | 5,658.5629 | 5,941.4914 | 6,238.5656 | 6,550.4937 | 6,878.0181 | 7,221.9187 | 7,402.4665 | 7,587.5281 |
| | | Bi-weekly | | 2,611.6444 | 2,742.2268 | 2,879.3380 | 3,023.3048 | 3,174.4699 | 3,333.1932 | 3,416.5230 | 3,501.9361 |
| | | Hourly | | 32.6456 | 34.2778 | 35.9917 | 37.7913 | 39.6809 | 41.6649 | 42.7065 | 43.7742 |

**CITY OF LOMA LINDA**
**Pay Schedule By Classification**
**Fiscal Year 2025/2026**
***Effective October 14, 2025***

Revised: October 1, 2025

| TITLE | UNIT | PAY TYPE | GRADE | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 |
|---|---|---|---|---|---|---|---|---|---|---|---|

**UNIT LEGEND**

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

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**G. Adopt Council Bill #R-2025-38 - A Resolution to Authorize Submittal of Applications for all City Eligible Community Development Block Grants (Administration) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5G. |
| **To** | **From** |
| City Council | Lorena Matarrita, Community Development Director |
| **Via** | |
| T Jarb Thaipejr, City Manager | |

## RECOMMENDATION:

It is recommended that the City Council adopt Council Bill No. R-2025-38 authorizing the submittal of application(s) for all Community Development Block Grants (CDBG) for which the City of Loma Linda is eligible and further authorize and empower the City Manager, or his designee, to execute all grant documents necessary and associated with said grants for a period of five (5) years from the adoption of this resolution.

## BACKGROUND:

For many years the County of San Bernardino, through the Department of Community Development and Housing (CDH), has administered the United States Department of Housing and Urban Development (HUD) grant funding to encourage and provide decent housing, suitable living environments and expand economic opportunities. The program focus is to address or eliminate slums and blight, urgent community needs, such as natural disasters, especially benefitting low-to moderate-income persons. Our funding amount based on population and needs has been averaging $131,786 with 15% allowed for public service activities. We typically utilize this funding for the library literacy program, Family Services Association (FSA) senior lunch program or other submitted and vetted activities. The application process now requires documentation regarding authorization of the governing body.

## ANALYSIS:

It is not unusual for the Federal or State programs to require documentation for grant funding as a program matures. This resolution will cover all CDBG funding requests for a period of five (5) years. We anticipate a continued relationship with CDH in our partnership to address community needs.

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

Authorizing submittal of a grant application that does not impose any financial obligations.

**Attachments**

Resolution - Council Bill #R-2025-38 - Authorizing Submittal CDBG 2025.pdf

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, AUTHORIZING SUBMITTAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO SAN BERNARINO COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING

WHEREAS, the County of San Bernardino Community Development and Housing Department (CDH) has released a Notice of Funding Availability (NOFA) for Program Year 2026-2027 under the Community Development Block Grant program (CDBG); and

WHEREAS this NOFA is guided by the County 2025-2030 Consolidated Plan which outlines program strategies; and

WHEREAS, the Plan's priorities include improving community facilities and infrastructure, particularly ADA accessibility and safety improvement as well as expanding access to public services for seniors and youth, including meals and literacy programs, respectively; and

WHEREAS, the City is an eligible applicant in partnership with other similar cities in the Urban County program; and

WHEREAS, the City will maintain or obtain federal requirements including a Unique Entity Identifier and active SAM.gov registration; and

WHEREAS, CDH requires the designation of an individual authorized to submit an application and represent the governing body; and

WHEREAS, the City Manager, or their designee, is hereby authorized to so represent the City Council in CDBG matters, and

WHEREAS, the City agrees to comply with all requirements of the San Bernardino County CDBG program and federal Housing and Urban Development regulations if awarded funding, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Loma Linda authorizes submittal of an application for CDBG funds and further authorizes the City Manager to represent the City of Loma Linda in all matters concerning CDBG for a period not to exceed five (5) years from the approval of this resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Loma Linda, California on this 14th day of October, 2025, by the attached vote.

_____

Phillip Dupper, Mayor

ATTEST:

_____

Lynette Arreola, City Clerk

**CITY COUNCIL VOTE**

I, Lynette Arreola, City Clerk of the City of Loma Linda, State of California, do hereby certify that the foregoing Resolution No. XXXX was duly adopted by the City Council at a meeting thereof held on the 14th day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF I have hereto set my hand or affixed the Seal of the City of Loma Linda this 14th day of October 2025.

Lynette Arreola, City Clerk
City of Loma Linda

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**H. Accept a Grant of Easement for Access and Parking Purposes at Parcel Map 20389, Lot 1, and Parcel Map 20270, Lot A (Public Works) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5H. |

| To | From |
|---|---|
| City Council | Jeff Peterson, Associate Engineer |

| Via |
|---|
| T Jarb Thaipejr, City Manager |

## RECOMMENDATION:

It is recommended that the City Council accept the easement offered by Citrus 2020, LLC, for access and parking purposes on Lot A of Parcel Map 20270 . It is further recommended that Council authorize the City Mayor to sign the acceptance document.

## BACKGROUND:

The property owners of Lot A, Parcel Map 20270 submitted separate easement documents to cover the proposed access and parking situation to Park Avenue. The shared parking lot will serve both the Senior Apartment complex and the Groves Park.

## ANALYSIS:

City staff has reviewed for approval and recommends acceptance of the documents for recording with the County. The City shall be responsible for recordation of the documents and providing recorded copies.

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

N/A

**Attachments**

Easement Deed_Cert of Acceptance_Citrus 2020 LLC.pdf

HighPoint 1 Carlone.pdf

# CERTIFICATE OF ACCEPTANCE

THIS IS TO CERTIFY that the interest in real property conveyed by the Easement Deed dated September 9, 2025, from CITRUS 2020, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, by the within instrument, to the CITY OF LOMA LINDA, State of California, a municipal corporation, is hereby accepted the undersigned officer on behalf of the City pursuant to authority conferred by order of the City Council made on Tuesday, October 14, 2025, and the grantee consents to the recordation thereof by its duly authorized officer.

Dated: October 14, 2025

CITY OF LOMA LINDA, a Municipal Corporation

_____

Phillip Dupper, Mayor

ATTEST:

_____

Lynette Arreola, City Clerk

(Seal)

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City of Loma Linda
City Clerk
25541 Barton Road
Loma Linda, CA 92354

PTN. of APN: 0292-691-05 Space Above This Line for Recorder

***EASEMENT DEED***

The Undersigned Grantor(s) Declare(s): DOCUMENTARY TRANSFER TAX $**-0-**
SURVEY MONUMENT FEE $ **-0-**

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, CITRUS 2020, LLC, a California limited liability company, does hereby GRANT to the CITY OF LOMA LINDA an easement for street and utility purposes in the real property in the City of Loma Linda, County of San Bernardino, State of California, described as follows:

SEE EXHIBIT "A" FOR COMPLETE LEGAL DESCRIPTION, AND EXHIBIT "B" FOR PLAT, ATTACHED AND MADE A PART HEREOF.

Dated: 9/9/25 By: _____
AUTHORIZED SIGNATORY
THOMAS STODDARD

By: N/A By: N/A

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 SAN BERNARDINO } ss.

On September 9, 2025 before me, Caroline Wiltgen,
Notary Public, personally appeared Thomas Stoddard
, personally known to me (or 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 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.

WITNESS my hand and official seal.

Signature _____

CAROLINE WILTGEN
Notary Public - California
San Bernardino County
Commission # 2374939
My Comm. Expires Sep 13, 2025

(NOTARY SEAL)

# EXHIBIT "A"
## LEGAL DESCRIPTION

THAT PORTION OF PARCEL A, PARCEL MAP NO. 20270, IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 256 OF PARCEL MAPS, PAGES 5 AND 6, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE SOUTHWEST CORNER OF SAID PARCEL A;

THENCE ALONG THE WEST PROPERTY LINE OF SAID PARCEL A, NORTH 00°42'48" WEST A DISTANCE OF 180.39 FEET;

THENCE LEAVING SAID WEST LINE NORTH 89°14'17" EAST A DISTANCE OF 50.47 FEET, TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHWESTERLY HAVING A RADIUS OF 25.00 FEET;

THENCE SOUTHEASTERLY ALONG SAID CURVE AN ARC DISTANCE OF 30.71 FEET THROUGH A CENTRAL ANGLE OF 70°22'55";

THENCE SOUTH 20°22'47" EAST A DISTANCE OF 11.04 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 75.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AN ARC DISTANCE OF 28.96 FEET THROUGH A CENTRAL ANGLE OF 22°07'29";

THENCE SOUTH 01°44'42" WEST A DISTANCE OF 10.68 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 15.00 FEET;

THENCE SOUTHWESTERLY ALONG SAID CURVE AN ARC DISTANCE OF 10.96 FEET THROUGH A CENTRAL ANGLE OF 41°51'23";

THENCE SOUTH 43°36'05" WEST A DISTANCE OF 3.17 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHEASTERLY, AND HAVING A RADIUS OF 15.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AN ARC DISTANCE OF 14.16 FEET THROUGH A CENTRAL ANGLE OF 54°06'17";

THENCE SOUTH 10°30'12" EAST A DISTANCE OF 53.00 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 25.00 FEET;

THENCE SOUTHEASTERLY ALONG SAID CURVE AN ARC DISTANCE OF 13.91 FEET THROUGH A CENTRAL ANGLE OF 31°52'29";

THENCE SOUTH 42°22'41" EAST A DISTANCE OF 4.82 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, TO A POINT ON THE NORTHERLY RIGHT OF WAY OF PARK AVENUE HAVING A RADIUS OF 1000.00 FEET AND A RADIAL BEARING OF NORTH 11°19'10" WEST;

THENCE SOUTHWESTERLY ALONG SAID CURVE AN ARC DISTANCE OF 91.72 FEET THROUGH A CENTRAL ANGLE OF 05°15'19" TO **THE POINT OF BEGINNING**.

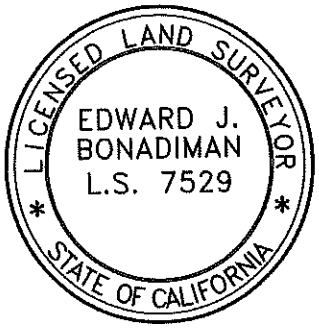
SUBJECT TO ALL RESERVATIONS, RESTRICTIONS, EASEMENTS, OFFERS OF DEDICATION, RIGHTS AND RIGHTS OF WAY OF RECORD.

CONTAINING APPROXIMATELY 13,137 SQUARE FEET

AS DEPICTED ON EXHIBIT "B" ATTACHED HEREIN AND BY THIS REFERENCE MADE A PART HERE OF

PORTION OF APN: 0292-461-10

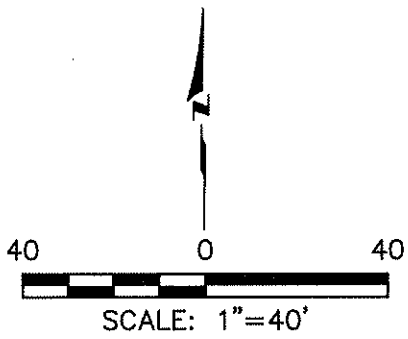
This legal description was prepared by me or under my direction.




09/08/2025

Edward J. Bonadiman, P.L.S. 7529 Date

# EXHIBIT "B"

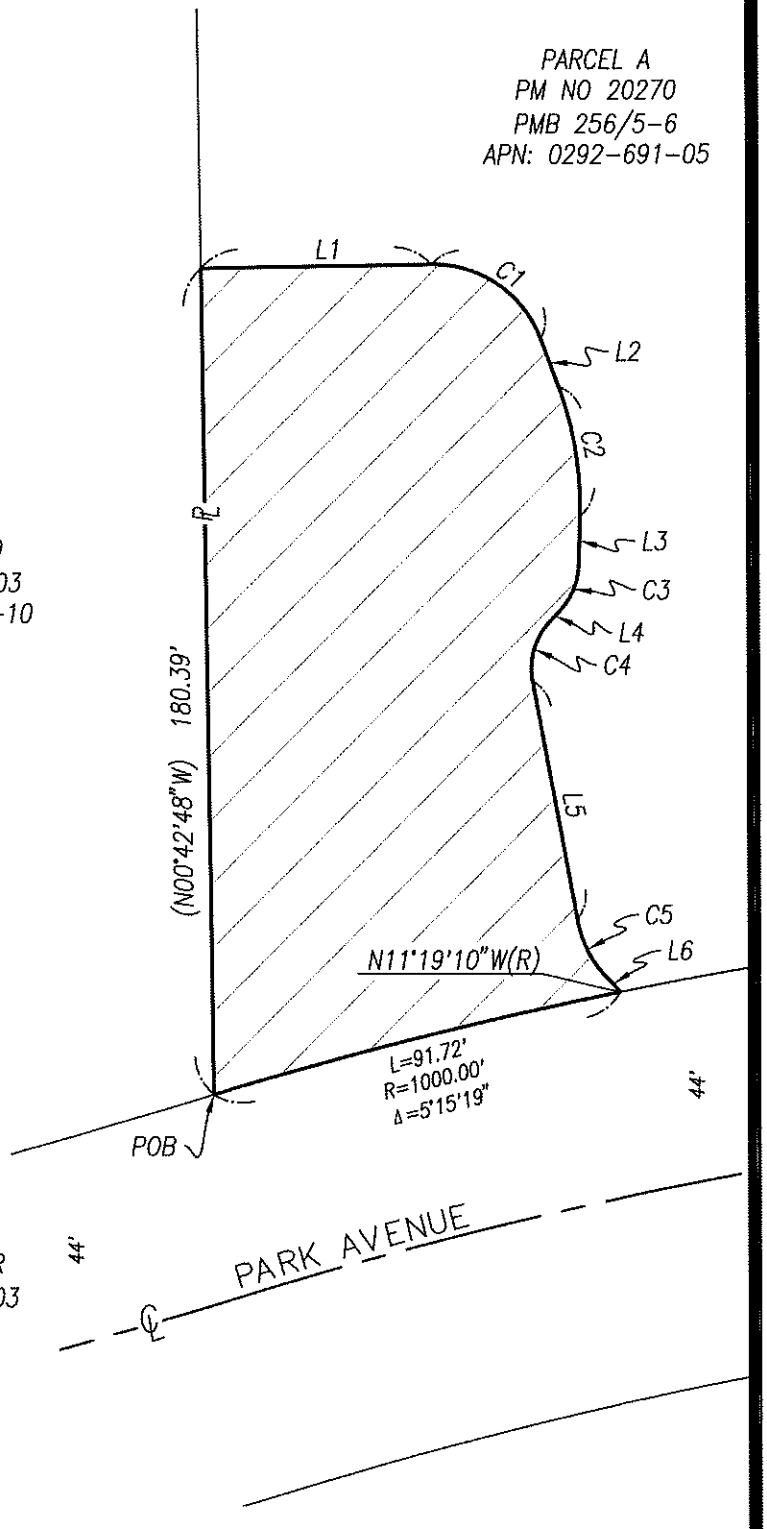



| CURVE TABLE | | | |
|---|---|---|---|
| C# | LENGTH | RADIUS | DELTA |
| C1 | 30.71' | 25.00' | 70°22'55" |
| C2 | 28.96' | 75.00' | 22°07'29" |
| C3 | 10.96' | 15.00' | 41°51'23" |
| C4 | 14.16' | 15.00' | 54°06'17" |
| C5 | 13.91' | 25.00' | 31°52'29" |

| LINE TABLE | | |
|---|---|---|
| L# | BEARING | DISTANCE |
| L1 | N89°14'17"E | 50.47' |
| L2 | S20°22'47"E | 11.04' |
| L3 | S01°44'42"W | 10.68' |
| L4 | S43°36'05"W | 3.17' |
| L5 | S10°30'12"E | 53.00' |
| L6 | S42°22'41"E | 4.82' |

PARCEL 1
PM NO. 20389
PMB 258/99-103
APN: 0292-461-10

PARCEL A
PM NO 20270
PMB 256/5-6
APN: 0292-691-05




## LEGEND:

| | |
|---|---|
| ——℄—— | PARCEL LINE |
| ——— | RIGHT OF WAY LINE |
| —— — —— | CENTERLINE |
| ▨ | PROPOSED EASEMENT AREA 13,137± SQ FT |
| ( ) | DENOTES RECORD DATA PER PM 20389 PMB 258/99-103 |

DRAWN BY: JH
CHECKED BY: EJB
DATE: 09-08-2025
JOB NO.: 245142


BONADIMAN
JOSEPH E. BONADIMAN & ASSOCIATES, INC.
ENGINEERS · G.I.S. · SURVEYING · PLANNING
TEL. (909) 885-3806
234 NORTH ARROWHEAD AVE.
SAN BERNARDINO, CA 92408
FAX (909) 381-1721
www.bonadiman.com


EASEMENT

SHT. NO. 1 OF 1

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**I. Authorize a Supplemental Appropriation from the Water Enterprise Fund Balance of $555,800 for Emergency Water Purchases Related to the Richardson Treatment Plant Outage (Public Works) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5I. |

| To | From |
|---|---|
| City Council | Julia Loeffert, Executive Assistant |

| Via |
|---|
| T Jarb Thaipejr, City Manager |

## RECOMMENDATION:

It is recommended that the City Council authorize a Supplemental Appropriation in the amount of $555,800 from the Water Enterprise Fund Balance to Account No. 4657010-51130 (Water Purchases) to provide sufficient budget authority for unanticipated water purchase costs resulting from the ongoing outage of the Richardson Treatment Plant.

## BACKGROUND:

In early April 2025, the Richardson Treatment Plant (RTP) sustained significant electrical and control system damage due to a lightning strike, which rendered the facility inoperable. The RTP is a key component of the City's water production and treatment operations, and its loss substantially reduced the City's ability to meet system-wide water demand.

The repairs to the Richardson Treatment Plant were addressed under a Staff Report presented to City Council on May 13, 2025. While those repairs are underway, the facility remains offline, requiring the City to purchase water from the City of San Bernardino Municipal Water Department to maintain service reliability and meet demand, particularly during the high-use summer season.

## ANALYSIS:

The Water Production Department includes a budgeted line item for water purchases under Account No. 4657010-51130. However, the amount appropriated for Fiscal Year 2025-26 did not anticipate the prolonged reliance on purchased water resulting from the RTP outage.

To date, the City has paid $411,744.03 in unbudgeted water purchase costs to the City of San Bernardino Municipal Water Department. Based on current system demands and projected needs, staff estimates that an additional $144,000 will be required to fund water purchases through the remainder of the fiscal year, for a total of $555,800.

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

Approval of this item will authorize a Supplemental Appropriation in the amount of $555,800 from the Water Enterprise Fund Balance to Account No. 4657010-51130 (Water Purchases).

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**J. Authorize Purchase from SHI International for Replacement Security Cameras for $20,457.16 (Information Systems) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5J. |

| From |
|---|
| Kyle MacGavin, Information Systems Manager |

## RECOMMENDATION:

It is recommended that City Council:

1. Authorizes the purchase of replacement cameras from SHI International Corp. in the amount of $20,457.16 and approve a 10% contingency allocation of $2,046.00; and
2. Authorize the City Manager or his designee to execute all necessary documents.

## BACKGROUND:

The City currently maintains dozens of cameras monitoring various locations for security and safety, some of which have exceeded their life expectancy and require an upgrade to a modern platform. The approved 2025 budget includes $50,000 allocated under 58845 of City Wide accounts for this project.

## ANALYSIS:

Request for quotations were sent to three firms in September 2025: SHI, CDW, and Synoptek. Quotations were requested in lieu of a Request for Proposal (RFP) due to the cost being under $25,000 and the cooperative purchasing agreement OMNIA Partners being exercised. The request covered the replacement of four cameras at City Hall, four at Corporation Yard, and one at the Richardson Treatment Plant. All three firms submitted competitive quotations, which were received, reviewed and evaluated. The quotations ranged from $20,457.16 to $21,432.55. After evaluation, SHI was determined to offer the best available pricing for the equipment purchase with a total cost of $20,457.16. The City will be doing the installation of the cameras. The 10% contingency allocation of $2,046.00 will be for any unforeseen materials required for installation.

## ENVIRONMENTAL IMPACT:

N/A

## FINANCIAL IMPACT:

Funding is available in Account No. 58845 (Technology Systems) of City Wide Accounts for the purchase total of $20,457.16, and the 10% contingency of $2,046.00.

**Attachments**

SHI Quote-26654386.pdf

Pricing Proposal
Quotation #: 26654386
Created On: 9/18/2025
Valid Until: 9/30/2025

## CA-City of Loma Linda

**Hugh Campa**
25541 Barton Road
Loma Linda, CA 92354
United States
Phone: 9097992800
Fax:
Email: dcampa@lomalinda-ca.gov

## Inside Account Executive

**Alex Coleman**
290 Davidson Ave.
Somerset, NJ 08873
Phone: 732-667-2788
Fax:
Email: Alex_Coleman@shi.com

All Prices are in US Dollar (USD)

| | Product | Qty | Your Price | Total |
|---|---|---|---|---|
| 1 | Top performance PTZ camera with HDTV 720p @60fps, 30x optical zoom, outdoor-ready, IP66, IK10 and NEMA 4x-rated. Zipstream with H.264/ H.265, Arctic Temperature Control enables operation and start up from -40 C to +50 C (-58 F to 122 F). This robust, high-performance PTZ camera offers superior light-sensitivity for clear, sharp overviews and excellent details in demanding light conditions.<br>Axis Communications - Part#: 01974-004<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 2 | $2,882.04 | $5,764.08 |
| 2 | AXIS T91G61 Wall Mount Grey - Waterproof compartment for sensitive parts;Pre-mounted Ethernet cable;Quick and easy connection of power and data<br>Axis Communications - Part#: 01444-001<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 2 | $254.19 | $508.38 |
| 3 | AXIS T8134 60 W Midspan 5900-334 - US - 100 to 240 V AC - Shielded RJ45 10/100/1000 Mbps - Supports 60 W High PoE AXIS devices - IEEE 802.3at - 3-year warranty<br>Axis Communications - Part#: 5900-334<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 2 | $162.34 | $324.68 |
| 4 | T91B57 ALUM POLE MOUNT 100-410MM INDR- Indoor and outdoor use; Impact-resistant to prevent vandalism (IK10); Cable gasket to prevent insect infestation; Robust and safe<br>Axis Communications - Part#: 01470-001<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 1 | $135.72 | $135.72 |
| 5 | AXIS P3735-PLE - 4x 1/2.8 inch progressive scan RGB CMO - Varifocal, 3.2-8.1 mm, F1.9-3.2 - 8192 MB Flash - Horizontal field of view: 108-40 degree;Vertical field of view: 55-23 degree;Diagonal field of view: 131-46 degree<br>Axis Communications - Part#: 02633-001<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 7 | $1,509.90 | $10,569.30 |
| 6 | AXIS T94N01D Pendant Kit - 3-year warranty - Indoor and outdoor use - Enables use | 7 | $95.37 | $667.59 |

| | | | | |
|---|---|---|---|---|
| | of various mounts - Fits on poles, parapets, and outer corners<br>Axis Communications - Part#: 01513-001<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | | | |
| 7 | AXIS T91D61 is an aluminum wall mount with a 1.5 NPS thread. It is compatible with Axis fixed dome pendant kits and Axis ACI 3/4 conduit adapters. The cables can be routed through the back hole, or from the side by using a conduit connection. The wall mount includes AXIS T91A6 Pipe Seal.<br>Axis Communications - Part#: 5504-821<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 3 | $96.96 | $290.88 |
| 8 | AXIS T91A64 Corner Bracket is an aluminum bracket for mounting Axis network cameras on external corners. A wall mount is required for the installation.<br>Axis Communications - Part#: 5017-641<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 3 | $87.27 | $261.81 |
| 9 | Pole Mount - Aluminum - white - Robust and safe pole installation. Suitable for indoor and outdoor use. Impact-resistant to prevent vandalism. Cable gasket to prevent insect infestation<br>Axis Communications - Part#: 01473-001<br>Contract Name: OMNIA Partners IT Solutions, Products & Services<br>Contract #: 2024056-02 | 4 | $115.83 | $463.32 |

| | |
|---|---|
| Subtotal | $18,985.76 |
| *Tax | $1,471.40 |
| Total | $20,457.16 |

*Tax is estimated. Invoice will include the full and final tax due.

**Additional Comments**

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**K. Consider Issuing a Letter of Support for Assembly Bill (AB) No. 63 - Restores a Compassionate, Victim-Centered Tool for Law Enforcement to Help Individuals At Risk of Trafficking or Exploitation (Mayor) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5K. |

| From |
|---|
| David Frayeh, SBCSD Lieutenant |

## RECOMMENDATION:

It is recommended that the City Council approve the Letter of Support for Assembly Bill 63, which restores a compassionate, victim-centered tool for law enforcement to help individuals at risk of trafficking or exploitation.

**Attachments**

AB 63 Letter of Support.pdf

Bill Text - AB-63 Loitering with intent to commit prostitution_.pdf

# City of Loma Linda

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

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


October 14, 2025

The Honorable Nick Schultz
Chair, Assembly Public Safety
1020 N Street, Room 111
Sacramento, CA 95814

**Subject: SUPPORT Assembly Bill 63 (M. Rodriguez)**

Dear Assemblymember Schultz,

On behalf of City of Loma Linda, we are proud to express strong support for Assembly Bill 63 (M. Rodriguez). This essential legislation serves as a critical tool to restore necessary protections for the most vulnerable individuals in our community, empowering law enforcement to proactively engage in meaningful interactions and offer compassionate intervention.

Since the removal of Penal Code 653.22 through Senate Bill 357 in 2022, our city, along with others throughout California, has experienced a troubling rise in street-level prostitution and related trafficking activates. This visible increase negatively impacts the quality of life for our residents, threatens public safety, and placed vulnerable individuals, often minors and those coerced by traffickers, in extremely harmful situations with less options for a way out. Prior to SB 357, local law enforcement was able to proactively engage, identify, and assist those trapped in exploitative circumstances, providing pathways to essential services and safety. Without these tools, officers are limited in their ability to intervene, leaving victims in continuous danger and enabling traffickers to operate unchecked.

Assembly Bill 63 thoughtfully changes the status quo to allow for officers to protect victims through compassionate intervention while ensuring clear protections against discrimination based on gender identity or sexual orientation. This balanced and victim centered approach will significantly enhance public safety and protect the most vulnerable.

We sincerely appreciate your leadership on this critical issue. Our city wholeheartedly urges you and your colleagues to support AB 63 and reinforce our shared commitment to safe, supportive, and thriving communities.

Sincerely,

Phillip Dupper
Mayor
City of Loma Linda

*Recycled Paper*

# AB-63 Loitering with intent to commit prostitution. (2025-2026)

SHARE THIS:

Date Published: 03/27/2025 09:00 PM

AMENDED IN ASSEMBLY MARCH 27, 2025

AMENDED IN ASSEMBLY MARCH 24, 2025

CALIFORNIA LEGISLATURE— 2025–2026 REGULAR SESSION

## ASSEMBLY BILL NO. 63

**Introduced by Assembly Member Michelle Rodriguez**

**December 02, 2024**

An act to add Sections 653.20 and 653.22 to the Penal Code, relating to crimes.

## LEGISLATIVE COUNSEL'S DIGEST

AB 63, as amended, Michelle Rodriguez. Loitering with intent to commit prostitution.

Existing law, until January 1, 2023, prohibited loitering in a public place with the intent to commit prostitution, as defined, and made that crime a misdemeanor.

This bill would reinstate those provisions and would prohibit ~~California~~ law enforcement, as defined, from making an arrest pursuant to these provisions solely based on the individual's gender identity or sexual ~~preference.~~ *orientation.* The bill would also require law enforcement, prior to making an arrest of the individual pursuant to these provisions, to document their attempts to offer the individual services. By creating a new crime, and by imposing new duties on local law enforcement, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that with regard to certain mandates no reimbursement is required by this act for a specified reason.

With regard to any other mandates, this bill would provide that, if the Commission on State Mandates determines that the bill contains costs so mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** Section 653.20 is added to the Penal Code, immediately following Section 653.2, to read:

**653.20.** For purposes of this chapter, the following definitions apply:

(a) ~~"California law~~ "*Law* enforcement" means any department or agency of the state or any local government, special district, or other political subdivision thereof, that employs any peace officer, as described in Section 830.

(b) "Commit prostitution" means to engage in sexual conduct for money or other consideration, but does not include sexual conduct engaged in as a part of any stage performance, play, or other entertainment open to the public.

(c) "Loiter" means to delay or linger without a lawful purpose for being on the property and for the purpose of committing a crime as opportunity may be discovered.

(d) "Public place" means an area open to the public, or an alley, plaza, park, driveway, or parking lot, or an automobile, whether moving or not, or a building open to the general public, including one that serves food or drink, or provides entertainment, or the doorways and entrances to a building or dwelling, or the grounds enclosing a building or dwelling.

**SEC. 2.** Section 653.22 is added to the Penal Code, immediately following Section 653.20, to read:

**653.22.** (a) (1) Except as specified in paragraph (2), it is unlawful for any person to loiter in a public place with the intent to commit prostitution. This intent is evidenced by acting in a manner and under circumstances that openly demonstrate the purpose of inducing, enticing, or soliciting prostitution, or procuring another to commit prostitution.

(2) Notwithstanding paragraph (1), this subdivision does not apply to a child under 18 years of age who is alleged to have engaged in conduct that would, if committed by an adult, violate this subdivision. A commercially exploited child under this paragraph may be adjudged a dependent child of the court pursuant to Section 300 of the Welfare and Institutions Code and may be taken into temporary custody pursuant to subdivision (a) of Section 305 of the Welfare and Institutions Code, if the conditions allowing temporary custody without warrant are met.

(b) Among the circumstances that may be considered in determining whether a person loiters with the intent to commit prostitution are that the person:

(1) Repeatedly beckons to, stops, engages in conversations with, or attempts to stop or engage in conversations with passersby, indicative of soliciting for prostitution.

(2) Repeatedly stops or attempts to stop motor vehicles by hailing the drivers, waving arms, or making any other bodily gestures, or engages or attempts to engage the drivers or passengers of the motor vehicles in conversation, indicative of soliciting for prostitution.

(3) Has been convicted of violating this section, subdivision (a) or (b) of Section 647, or any other offense relating to or involving prostitution within five years of the arrest under this section.

(4) Circles an area in a motor vehicle and repeatedly beckons to, contacts, or attempts to contact or stop pedestrians or other motorists, indicative of soliciting for prostitution.

(5) Has engaged, within six months prior to the arrest under this section, in any behavior described in this subdivision, with the exception of paragraph (3), or in any other behavior indicative of prostitution activity.

(c) The list of circumstances set forth in subdivision (b) is not exclusive. The court shall consider the circumstances set forth in subdivision (b) particularly salient if they occur in an area that is known for prostitution activity. Any other relevant circumstances may be considered in determining whether a person has the requisite intent. Moreover, no one circumstance or combination of circumstances is in itself determinative of intent. Intent shall be determined based on an evaluation of the particular circumstances of each case.

(d) ~~California law~~ *Law* enforcement shall not make an arrest pursuant to this section against an individual solely based on their perceived gender identity or sexual ~~preference.~~ *orientation.*

(e) Prior to making an arrest pursuant to this section, ~~California~~ law enforcement shall document their attempts to offer services to the individual who is suspected of loitering with intent to commit prostitution.

(f) If it is determined by a peace officer that the person is a victim of human trafficking and crimes have occurred, Section 236.23 shall apply, and the law enforcement agency employing the peace officer shall initiate an investigation of the violation of Section 236.1.

**SEC. 3.** No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution for certain costs that may be incurred by a local agency or school district because, in that regard, this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

However, if the Commission on State Mandates determines that this act contains other costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

# City of Loma Linda

## Regular City Council, Housing Authority, and Successor Agency Joint Meeting Staff Report

**L. Consider and Provide Direction to Staff to Proceed with Improvements Along the Auto Center Corridor Using Special Projects Construction Funds with Eligible Improvements that may include Landscaping Enhancements, Repairs to Private Access Roads Where Necessary to Support Circulation and Safety, and Coordinated Signage Updates (Administration) [CC]**

| Meeting | Agenda Group |
|---|---|
| Tuesday, October 14, 2025, 7:00 PM | Consent Calendar Item: 5L. |

| From |
|---|
| Sonia Fabela, Finance Director |

## RECOMMENDATION:

Consider and provide direction to staff to proceed with improvements along the Auto Center corridor using Special Projects Construction Funds. Eligible improvements may include landscaping enhancements, repairs to private access roads where necessary to support circulation and safety, and coordinated signage updates.

## BACKGROUND:

In September 2025, property owners along the Redlands Boulevard Auto Center corridor contacted the City to request a partnership in addressing several long-standing infrastructure and aesthetic needs vital to the continued success of this district. In October, City staff met with the property owners to formally review these concerns.

The Auto Center is home to Spreen Honda Loma Linda, Spreen Mazda Loma Linda, Metro Hyundai (formerly Inland Empire Hyundai), and Quaid Harley-Davidson. It serves as a regional automotive hub. It generates significant sales tax revenue, provides local employment, and attracts regional visitors to the City of Loma Linda.

**Current Needs and Conditions**

The Auto Center corridor is showing signs of decline that, if not addressed, could undermine its regional competitiveness. Key areas of need include:

- **Street Resurfacing and Safety Enhancements**: Internal access roads are cracked and deteriorated, creating a negative first impression and potential safety hazards. Repaving and circulation improvements will improve functionality and customer experience. In addition, Redlands Boulevard (adjacent to the dealerships and access roads) requires grinding and resurfacing with rubberized asphalt to accommodate the tens of thousands of daily drivers.
- **Landscaping Improvements**: Entryways and frontage areas require updated planting, trimming, and design to create a more welcoming and visually consistent environment that reflects the City's character and branding.
- **Signage Upgrades**: Existing signage is outdated, lacks visibility, and does not adequately promote the district. The 90-foot pylon sign along the I-10 Freeway currently has broken panels and lights. Modernized signage will improve visibility, wayfinding, and reinforce the Auto Center's role as a regional automotive destination.

**Community and Economic Benefits**
Strategic investment in the Auto Center corridor will produce measurable benefits to both the business community and the City as a whole, including:

- Attracting additional regional customers.
- Increasing sales tax revenue through higher sales volumes.
- Enhancing the aesthetics, branding, and reputation of the City.

As one of Loma Linda's most visible commercial districts, the Auto Center is one of the key contributor to the City's fiscal health. Improvements to its appearance, safety, and accessibility will support the long-term viability of existing dealerships and strengthen the City's broader economic development efforts.

## FINDINGS:

The proposed improvements to the Auto Center corridor are consistent with the General Plan's Economic Development Element. Using Special Projects Construction Funds for resurfacing, landscaping, and signage updates will protect the City's fiscal health by maintaining one of its highest sales tax–producing districts. The action also supports policies to encourage business growth and expansion by assisting with local improvements that enhance property value and competitiveness.

By investing in corridor beautification, signage, and urban design by the Auto Center corridor, the City advances its policy to enhance major arterials and community entries and to foster a climate in which businesses can prosper. Locating these improvements along Redlands Boulevard is consistent with the policy to attract and retain regional-serving retail and employment uses in key corridors.

Overall, the project is reasonably related to improving safety, circulation, aesthetics, and economic vitality, thereby serving a valid public purpose.

## ENVIRONMENTAL IMPACT:

Not applicable.

## FINANCIAL IMPACT:

The fiscal impact of this project has not yet been determined, as staff is currently requesting City Council's consideration and direction to proceed. Once a detailed scope of work, project plan, and necessary agreements are developed, the item will be brought back to City Council for review and approval of funding.

The project will be funded through the City's Special Projects Construction Fund. This fund is specifically designated for special or extraordinary projects, activities, and allocations recommended by staff and determined necessary by City Council.